

WACONIA CITY COUNCIL MEETING AGENDA



Tuesday, January 21, 2025

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: JEFF GRENGS
COUNCIL MEMBER: NICK GLEASON
COUNCIL MEMBER: JACOB COLEMAN
COUNCIL MEMBER: DEREK SIDONS

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@waconia.org to make certain that you are called upon during the meeting.

1. **CALL MEETING TO ORDER AND ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **ADOPT AGENDA**
4. **VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE**
 - Source Water Protection Award - Minnesota Department of Health
 - Carver County Update - Commissioner Tim Lynch & David Hemze, County Administrator
5. **PUBLIC HEARING**
 - 1) **PUBLIC HEARING -Vacation of Drainage and Utility Easement - Waterford 8th Addition, Outlot A and Outlot B**
Motion to Open Public Hearing
Motion to Close Public Hearing
Adopt Resolution No. 2025-021 approving the Vacation of the Drainage and Utility Easements identified for Outlot A and Outlot B, Waterford 8th Addition.
 - 2) **PUBLIC HEARING - 2025 Downtown Reconstruction Phase 3**
Motion to Open Public Hearing
Motion to Close Public Hearing
6. **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 January 6, 2025](#)
Motion to approve the January 6, 2025, Council Minutes
- 2) [Approve January 21, 2025 Expenditures](#)
Motion to Approve Payment of January 21, 2025 Expenditures
- 3) [Approve Lodging Tax Fund Request - Waconia CVB](#)
Motion to Approve Request for Lodging Tax Reimbursement from the Waconia CVB for Expenditures Incurred December 2024 and January 2025.
- 4) [Accepting Donation and Approving Pass Thru Recommendation - Waconia Fire Relief Association](#)
Adopt Resolution No. 2025-022 Accepting Donation and Approving Pass Thru Recommendation from Waconia Fire Relief Association
- 5) [Accepting Cash Donations for Operations of the Fire Department](#)
Adopt Resolution No. 2025-023 Accepting Cash Donations for Operations of the Fire Department
- 6) [Hiring of Probationary Firefighters](#)
Adopt Resolution No. 2025-024 authorizing hire of probationary firefighters.
- 7) [Authorize Staff to Solicit Pricing for Street Lighting Equipment to be installed with the 2025 Downtown Street Reconstruction Phase 3](#)
Adopt Resolution No. 2025-025 Authorize Bid for Lighting Equipment
- 8) [Authorizing Approval of Sale or Disposal of Surplus Equipment](#)
Adopt Resolution No. 2025-026 Authorizing Approval of Sale or Disposal of Surplus Equipment
- 9) [Door Lock System Additions Project - Public Services](#)
Adopt Resolution No. 2025-027 Approving Capital Project at Public Services for Door Lock System Additions
- 10) [Accept Proposal for Public Services Office Remodel](#)
Adopt Resolution No. 2025-028 Authorizing the Acceptance of a Proposal for Public Services Office Remodel
- 11) [Public Services Boiler Replacement](#)
Adopt Resolution No. 2023-029 Approving Boiler Replacement at Public Services (CIP Project 798)
- 12) [Accept Resignation of Public Services Technician](#)
Adopt Resolution No. 2025-030 Accepting Resignation of Public Services Technician
- 13) [Circuit Machine Replacement Project - Safari Island Community Center](#)
Adopt Resolution No. 2025-031 Approving Capital Project at Safari Island Community Center for Circuit Machine Replacement with Johnson Fitness & Wellness
- 14) [Authorizing Approval of Solid Waste Reduction and Recycling Grant Agreement with Carver County](#)
Adopt Resolution No. 2025-032 Authorize Approval and Execution of Solid Waste Reduction and Recycling Grant Agreement with Carver County
- 15) [Accepting Orchard Park 1st, 2nd, and 3rd Addition Development Municipal Improvements](#)
Adopt Resolution No. 2025-033 Accepting Orchard Park 1st, 2nd, and 3rd Addition Development Municipal Improvements
- 16) [Waterford 9th Addition Final Plat - JMH Land Development Company](#)
Adopt Resolution No. 2025-034 Approving the Waterford 9th Addition Final Plat - JMH Land Development Company.
- 17) [Comprehensive Plan Amendment - High Density Mixed Use](#)
Adopt Resolution No. 2025-035 approving the Comprehensive Plan Amendment and authorizing submittal to the Metropolitan Council.
- 18) [Amendment to the City's Financial Policy and Guidelines](#)
Adopt Resolution No. 2025-036 Amending the City of Waconia Financial Policy and Guidelines
- 19) [Approve Waste Hauler and Recycle Hauler Licenses](#)
Adopt Resolution No. 25-037 Approving Waste and Recycle Hauler Licenses

7. COUNCIL BUSINESS

- 1) [Special Event Permit - Lola's Half Marathon, 10 mile, & 5K benefitting Gather & Grow](#)

- Adopt Resolution No. 2025-038 Approving Special Event Permit
2) [Ordering Improvements for the 2025 Downtown Reconstruction Project](#)
Adopt Resolution No. 2024-039 Ordering Improvements & Preparation of Plans

8. ITEMS REMOVED FROM CONSENT AGENDA

9. STAFF REPORTS

10. BOARD REPORTS

- 1) Councilmember Siddons
- 2) Councilmember Coleman
- 3) Councilmember Gleason
- 4) Councilmember Grengs
- 5) Mayor Litfin

11. ANNOUNCEMENTS

12. CLOSED SESSION

- 1) [RECESS TO CLOSED SESSION: Attorney-Client Privilege.](#)
The City Council will meet in closed session pursuant to Minn.State.13D.05, subd3.
Discussion Battlefield Ministries v City of Waconia.
Motion to enter into closed session with assigned counsel to discuss Battlefield Ministries v. Waconia.

13. ADJOURN REGULAR MEETINGOFFICE OF THE CITY ADMINISTRATOR

Shane Fineran

Work Session: Downtown Reconstruction Development Process Review, Social Districts, Hotel Market Study, Strategic Plan Update

UPCOMING CALENDAR OF EVENTS/MEETINGS:

City Council Meeting - February 3rd at 6:00 p.m.
Planning Commission Meeting - February 5th at 6:30 p.m.
City Council Strategic Plan Retreat - February 10th at 2:00 p.m. (Fire Station)



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 21, 2025
Item Name:	PUBLIC HEARING -Vacation of Drainage and Utility Easement - Waterford 8th Addition, Outlot A and Outlot B
Originating Department:	Community Development
Presented by:	Lane Braaten

Previous Council Action (if any):

Item Type (X only one):	Consent		Regular Session	X	Discussion Session	
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RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED (Include motion in proper format.)

Motion to Open Public Hearing
Motion to Close Public Hearing
Adopt Resolution No. 2025-021 approving the Vacation of the Drainage and Utility Easements identified for Outlot A and Outlot B, Waterford 8th Addition.

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)

The phasing of the Waterford residential project has required the Developer to provide drainage and utility easements over Outlots A and B, Waterford 8th Addition. As part of the next phase, which is Waterford 9th Addition, the Developer has requested that the identified drainage and utility easements which encompass Outlots A and B, Waterford 8th Addition, be vacated to allow for the Outlots to be platted consistent with Waterford 9th Addition, which is also on the January 21st, 2025, City Council agenda for review and approval.

Section 320.08 of the City Code allows the City Council to vacate any alley, street or publicly owned utility easement on its own motion or on petition of a majority of the property owners abutting the alley, street, or utility easement pursuant to Minnesota Statutes Section 412.851. JMH Land Development Company, LLC as the underlying property owner of Outlots A and B, Waterford 7th Addition, has petitioned to vacate the identified drainage and utility easements.

PUBLIC NOTICE/COMMENT

The notice was published in the WACONIA PATRIOT on January 9, 2025 and January 16, 2025 and posted at Waconia City Hall. To date City staff have not received any public hearing comments regarding the proposed request to vacate the drainage and utility easements.

CONCLUSION/RECOMMENDATION

City staff recommends approval of the petition to vacate the existing drainage and utility easements as it will allow the development of the Waterford 9th Addition residential development.

Attachments:

1. [Resolution No. 2025-021 Vacating Drainage and Utility Easement Outlot A and Outlot B Waterford 8th Addition](#)
2. [Notice of Public Hearing Easement Vacation Waterford 8th Addition](#)
3. [Easement Vacation Exhibit](#)

<i>FINANCIAL IMPLICATIONS:</i>	<i>ADVISORY BOARD RECOMMENDATIONS:</i>
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Funding Sources & Uses:

Budget Information:	Planning Commission	
_____ Budgeted	Parks and Recreation Board	
_____ Non Budgeted	Safari Island Advisory Board	

_____Amendment Required	Other
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**CITY OF WACONIA
RESOLUTION NO. 2025-021**

**RESOLUTION VACATING DRAINAGE AND UTILITY EASEMENT
FOR OUTLOT A AND OUTLOT B, WATERFORD 8TH ADDITION**

WHEREAS, pursuant to City Code Section 320.08 of the City of Waconia, Minnesota (the “City”) has received a petition to vacate the drainage and utility easements (the “Easements”) located over Outlot A and Outlot B, WATERFORD 8TH ADDITION; and

WHEREAS, the subject parcels are described as Outlot A and Outlot B, WATERFORD 8TH ADDITION, Waconia, MN, 55387 and identified as PID#s 755360650 and 755360660; and

WHEREAS, JMH Land Development Company, LLC owns the subject parcels and has submitted the request; and

WHEREAS, the property owner is requesting the vacation of the existing easements to allow the parcels to be replatted and included in the Waterford 9th Addition residential development; and

WHEREAS, the City Council, having considered the proposed vacation, finds the vacation of the existing easements acceptable as the recording of the Waterford 9th Addition final plat includes the necessary drainage and utility easements.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Waconia hereby approves the Vacation of the Drainage and Utility Easement request by JMH Land Development Company, LLC for Outlot A and Outlot B, WATERFORD 8TH ADDITION.

Adopted by the City Council of the City of Waconia this 21st day of January 2025.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, Assistant City Administrator

**NOTICE OF PUBLIC HEARING ON PROPOSED
VACATION OF PUBLIC DRAINAGE AND UTILITY EASEMENTS
FOR OUTLOT A AND OUTLOT B, WATERFORD 8TH ADDITION
IN THE CITY OF WACONIA**

NOTICE IS HEREBY GIVEN that a hearing will be held before the City Council of the City of Waconia, Minnesota, to consider the proposed vacation of public drainage and utility easements in the City of Waconia, pursuant to Minnesota Statutes §412.851 and §462.358 described as follows:

The Permanent Drainage and Utility Easement over all of Outlot A, Waterford 8th Addition and identified as PID# 755360650; and

The Permanent Drainage and Utility Easement over all of Outlot B, Waterford 8th Addition and identified as PID# 755360660.

NOTICE IS FURTHER GIVEN that the hearing will be held on January 21st, 2025, at 6:00 P.M. at which time and place the City Council, as required by law, will consider the proposed vacation and will hear all persons present who are affected by the vacation.

Dated this 3rd day of January, 2025

CITY OF WACONIA
By: Shane Fineran, City Administrator

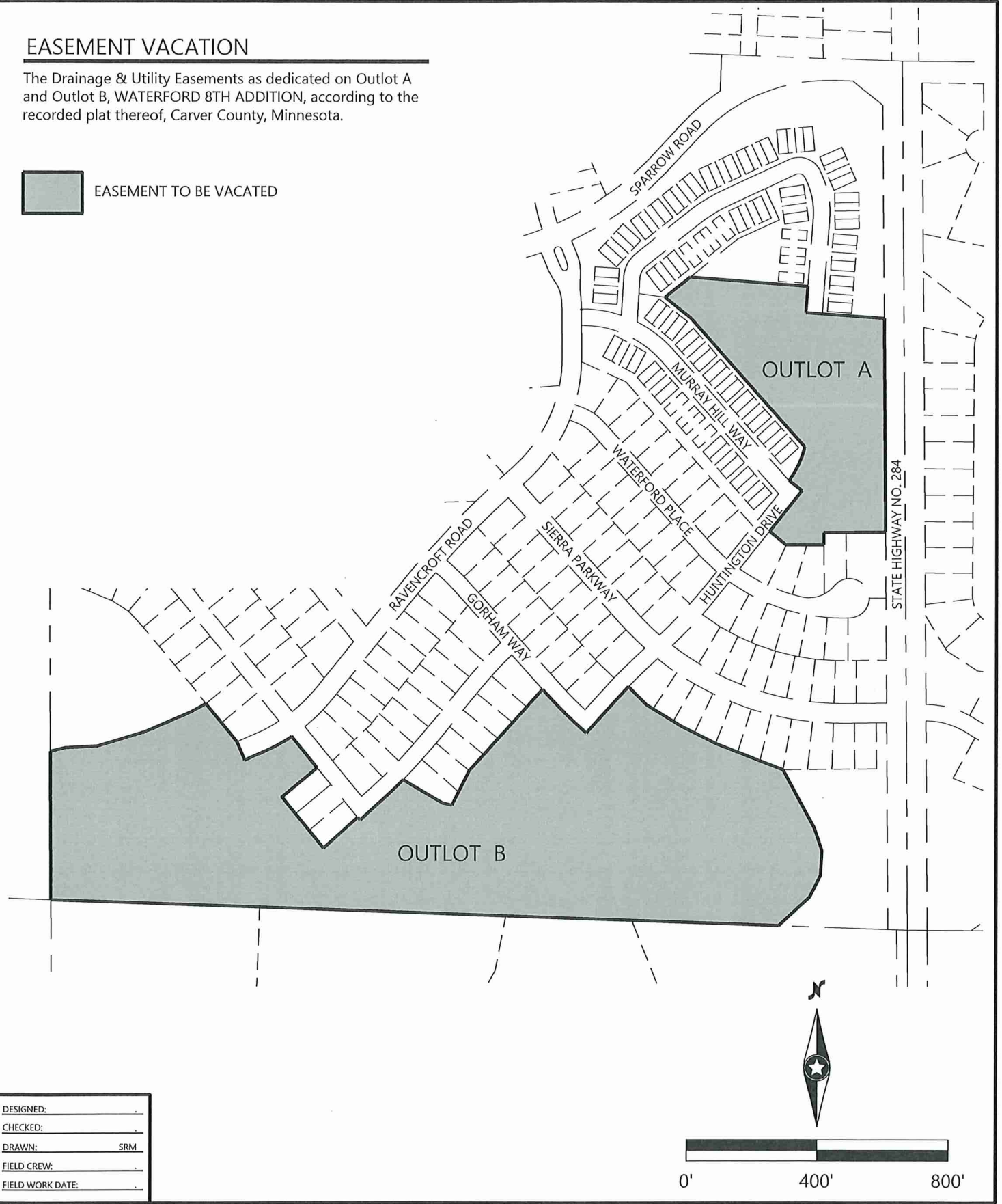
(Published in the Waconia Patriot on January 9th, 2025, and January 16th, 2025)

EASEMENT VACATION

The Drainage & Utility Easements as dedicated on Outlot A and Outlot B, WATERFORD 8TH ADDITION, according to the recorded plat thereof, Carver County, Minnesota.



EASEMENT TO BE VACATED



N:\0029620.04\DWG\SURVEY\0029620.04S-ESP01.DWG

DESIGNED: _____
CHECKED: _____
DRAWN: SRM
FIELD CREW: _____
FIELD WORK DATE: _____

**WATERFORD 9TH
ADDITION**

WACONIA, MINNESOTA

Westwood

Phone (952) 937-5150 12701 Whitewater Drive, Suite #300
Fax (952) 937-5822 Minnetonka, MN 55343
Toll Free (888) 937-5150 westwoodps.com

Westwood Professional Services, Inc.
TPELS ENGINEERING FIRM REGISTRATION NO. 11756
TPELS SURVEYING FIRM REGISTRATION NO. 10074301

**EASEMENT
VACATION**

SHEET NUMBER:

1 OF 1

DATE: 12/03/2024

PROJECT NUMBER: 0029620.04

WATERFORD 9TH ADDITION



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		PUBLIC HEARING - 2025 Downtown Reconstruction Phase 3					
Originating Department:		Public Services					
Presented by:		Jon Haukaas					
Previous Council Action (if any):		Adopt Resolution No. 2024-289 Receiving Feasibility Report & Calling Hearing on Improvements					
Item Type (X only one):	☐ Consent	☐	☐ Regular Session	☒ X	☐ Discussion Session	☐	
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Motion to Open Public Hearing Motion to Close Public Hearing							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
On December 16, 2024 the City Council received the feasibility report related to the proposed 2025 Downtown Reconstruction Phase 3 Project. As part of the process related to the project and future assessment of eligible project costs a public hearing shall be held for those impact to received information and provide comment to the City Council prior to ordering the final design and improvements. Property owners within the proposed project area have been notified of the public hearing and include the following areas: - First Street W from Maple Street S to 50 feet east of Olive Street S - Olive Street S from 50 feet north First Street W to Second Street W - Second Street W from 200 feet west of Olive Street W to Elm Street S - Alley and adjacent parking areas located north of Second Street W, south of First Street W, east of Olive Street S, and west of Elm Street S - Alleys located north of Main Street E, south of Lake Street E, east of Elm Street N, and west of Spruce Street North City Engineer Jake Saulsbury will be provide a short presentation as part of the public hearing. Attachments: 1. Downtown Reconstruction Phase 3 Feasibility Study 2. Downtown Reconstruction Phase 3 Slide Presentation 3. Downtown Reconstruction Phase 3 Preliminary Assessment Roll							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
Special Assessments, Sewer Fund, Water Fund,							
Stormwater Fund, PIR Capital Improvement Fund							
Budget Information:				Planning Commission			
☒ Budgeted				Parks and Recreation Board			
☐ Non Budgeted				Safari Island Advisory Board			
☐ Amendment Required				Other			

FEASIBILITY STUDY

FOR

DOWNTOWN RECONSTRUCTION, PHASE 3

PROJECT

CITY OF WACONIA, MN



DECEMBER 2024

PREPARED BY:
BOLTON & MENK, INC.
2638 SHADOW LANE SUITE 200
CHASKA, MN 55318



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: [952] 448-8838
Fax: [952] 448-8805
Bolton-Menk.com

December 10, 2024

City of Waconia
Attn: Shane Fineran
201 South Vine Street
Waconia, MN 55387

RE: Downtown Reconstruction, Phase 3 Project

Honorable Mayor and City Council Members:

Pursuant to your request we have prepared a Feasibility Study for project components to be included in the Downtown Reconstruction, Phase 3 Project. The project location and the various proposed project components include the following:

- Street and utility reconstruction of 1st Street from Maple Street to Olive Street, Olive Street from 1st Street to 2nd Street, and 2nd Street from City Hall to Elm Street consisting of the following items:
 - Complete street reconstruction
 - Storm sewer replacement/expansion & stormwater treatment
 - Sidewalk replacement/widening
 - Sanitary sewer replacement
 - Water system replacement/upsizing and addition of cathodic protection
 - Irrigation system expansion
- Reconstruction and utility improvements of 1 block of the alley east of Olive Street and north of 2nd Street.
- Reconstruction and paving of 2 blocks of alley east of Elm Street and north of Main Street.
- Parking lot improvement in the public and private parking areas south of 1st Street and west of Elm Street (across the alley from the proposed apartment building project).

This report includes maps and drawings indicating the proposed improvements and a proposed method of financing and funding. I am available to discuss this report and this proposed project at your convenience.

Respectfully Submitted,
Bolton & Menk, Inc.

Jake S. Saulsbury, P.E.

Cc: Jon Haukaas, Public Services Director

Enclosure

FEASIBILITY STUDY
FOR
DOWNTOWN RECONSTRUCTION, PHASE 3 PROJECT
CITY OF WACONIA, MINNESOTA

I hereby certify that this plan, specification, or report was 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.



Jake S. Saulsbury, P.E.

Date: December 10, 2024

Registration No. 42713

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FIGURES

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DESCRIPTION

TABLES

Table 3.1	Preliminary Assessment Roll
Table 3.2	Bond Debt Service & Proposed Funding Sources

DESCRIPTION

SUMMARY & CONCLUSIONS

A. STUDY SCOPE

It is proposed that improvements to the infrastructure be constructed or reconstructed to provide the public with a sustainable system of roads, utilities, and pedestrian facilities to augment the City with good water quality, greater connectivity among residents, safer traveling for vehicles and pedestrians, and a healthier quality of life. This study investigates the feasibility of the proposed improvements, provides related project cost estimates, and recommends a proposed method for financing and funding the project. The location of these improvements is shown on Figure No. 1.1 in Appendix A and consists of the following project components:

1. Reconstruction of West 1st Street (from Maple Street to Olive Street), South Olive Street (from 1st Street to 2nd Street), 2nd Street (from dead end to Elm Street), alley from Olive Street to Elm Street, alley from Elm Street to Pine Street, alley from Pine Street to Spruce Street, and the parking lot in the southwest corner of Elm Street and First Street:
 - Removal and reconstruction of the entire 66-foot road right-of-way of 1st Street, Olive Street, and 2nd Street.
 - Reconstruction of 1st Street, Olive Street, and 2nd Street to the City's truck route section.
 - Reconstruction of the alleys from Olive Street to Elm Street, Elm Street to Pine Street, and Pine Street to Spruce Street.
 - Replacement of the sanitary sewer system, including service laterals.
 - Replacement and upsizing of the water system, including replacement of hydrants, gate valves, and services.
 - Expansion of irrigation system crossing 1st Street with distribution mains located along 1st Street and Olive Street
 - Replacement and expansion of the existing storm sewer system, including the addition of stormwater treatment.
 - Reconstruction of the existing sidewalks along 1st Street, Olive Street, and 2nd Street.

The City requested two alternatives to be reviewed for 1st Street between Vine Street and Olive Street. The contents of this Feasibility Study and the widths of the roadway, parking areas, and sidewalks contained herein reflect the City's direction.

B. ESTIMATED COSTS, FUNDING, AND FINANCING

Estimated project costs for each of the project components are provided in Appendix A. The project costs are summarized as follows:

1.) Option A or B Street Reconstruction	\$5,035,600
2.) Parking Lot Reconstruction	\$314,600
3.) Utility Reconstruction	\$1,789,800
Total Project Cost - \$7,140,000	

The proposed method of financing for the Downtown Reconstruction, Phase 3 Project is through the sale of a combined bond consisting of a Chapter 429 General Obligation Bond, a Chapter 115 Sanitary Sewer Revenue Bond, and a Chapter 444 Water and Stormwater Revenue Bond. The Chapter 429 Bond would be used for the street/storm sewer reconstruction. The Chapter 115 Bond would be used for the sanitary sewer reconstruction. The Chapter 444 Bond would be used for the watermain reconstruction and miscellaneous drainage improvements. PIR Capital Improvement cash would be used for the sidewalk improvements. This proposed method will be discussed further with the Finance Director and the City's Financial Consultant.

C. OVERALL FEASIBILITY AND COST EFFECTIVENESS

All improvements addressed within this report are feasible from a technical standpoint. This study addresses issues with failing or non-existent infrastructure including street pavement, storm sewer, watermain, sanitary sewer, irrigation, and sidewalk facilities. The improvements are necessary to provide safe and adequate infrastructure and represent cost effective solutions for doing so. Detailed cost estimates for all project components have been completed and are located in Appendix B.

SECTION 1 - INTRODUCTION

A. IMPETUS

The impetus for this report is a request from the City of Waconia to evaluate the feasibility of planned improvements for the upcoming year. Figure No. 1.1 in Appendix A shows the proposed project location for the Downtown Reconstruction, Phase 3 Project.

B. REPORT ORGANIZATION

To address the various projects in an orderly manner, this report is organized into three (3) sections, shown below:

- Section 1 - Introduction
- Section 2 - Street and Utility Reconstruction
- Section 3 - Financing / Funding

SECTION 2 - STREET AND UTILITY RECONSTRUCTION

A. STREET IMPROVEMENTS

Figure No. 2.1 indicates the two proposed street layout options for 1st Street between Vine Street and Olive Street and the proposed improvements on Olive Street and 2nd Street. The street improvements include removal of the existing road sections on each of the highlighted roads and rebuilding them to current city standards, including replacement of existing curb and gutter sections. Options the City requested to be reviewed are outlined below:

1. 1st Street (Maple Street to Vine Street)

The proposed street section for 1st Street from Maple Street to Vine Street consists of a 46-foot-wide street with curb and gutter. The proposed sidewalk on 1st Street between Maple Street and Vine Street would be 5-feet wide on the north side of the roadway and 10-feet on the south side. This street section would approximately match the existing sidewalk widths on 1st Street. Parking on 1st Street between Maple Street and Vine Street would remain parallel parking on both the north and south sides of the roadway. The parking stall count would remain approximately the same as existing on this block of 1st Street.

2. 1st Street (Vine Street to Olive Street) - Option A

The proposed street section for Option A consists of a 48-foot-wide street with curb and gutter, this street width would approximately match the existing roadway. Figure No. 2.1A shows the parallel parking layout on both the north and south sides of 1st Street. Option A would also keep the sidewalk widths approximately the same as existing at 6.5-feet on the north side and 11.5-feet on the south side. The pickup and drop off area in front of the movie theatre would be replaced at the same location with the same geometry.

3. 1st Street (Vine Street to Olive Street) - Option B

The proposed street section for Option B consists of a 48-foot-wide street with curb and gutter, this street width would approximately match the existing roadway. Figure No. 2.1B shows the change to 45-degree angled parking on the

north side of 1st Street and maintaining the parallel parking on the south. To change the north side of the street to 45-degree parking the sidewalk widths need to be adjusted to 8-feet wide on the north and 10-feet wide on the south side of the street. This change is needed to allow for vehicle bumpers to overhang the north curb while still maintaining minimum sidewalk widths for pedestrians. Changing the north side of this block to 45-degree parking would increase the parking stall count by approximately 5. This Option B layout would approximately match the section of 1st Street to the east where 60-degree angled parking exists along the northern side of the road. The 45-degree parking would result in a 3-foot offset in the street center line to the west and a 0-foot to 3-foot offset to the east depending on the future improvements on 1st Street.

4. Olive Street (1st Street to 2nd Street)

The proposed street section for Olive Street from 1st Street to 2nd Street consists of a 48-foot-wide street with curb and gutter. This results in a 4-foot narrowing of the roadway. Parking on both sides of the road would remain parallel parking. The sidewalk on both sides of Olive Street would be 9-feet which would increase the sidewalk width by approximately 2-feet on both sides. This proposed section would match the Downtown Reconstruction Phase 1 street section for Olive Street between 1st Street and Main Street.

5. 2nd Street (Olive Street to Elm Street)

The proposed street section for 2nd Street consists of a 42-foot-wide street with curb and gutter, which reduces the street width by approximately 2.5-feet. 2nd Street is proposed to have an 8-foot sidewalk on the north side of the street and a 6-foot sidewalk with a 4-foot boulevard on the south. The parking arrangement on 2nd Street would remain the same with parallel parking on both sides of the road. With this parking layout there would be 12-foot drive lanes. The properties on the north side of 2nd Street are being redeveloped into an apartment complex. The 8-foot-wide sidewalk adjacent to the building will match the downtown standard of a wider sidewalk with no grass boulevard.

6. 2nd Street (Olive Street to Dead End)

The proposed street section for 2nd Street between Olive Street and the dead end to the west consists of a 28-foot-wide street with curb and gutter, which narrows

the street by approximately 17-feet. This segment of 2nd Street acts as an access to the apartments and a loading area for the business at 132 Olive Street. The street width was reduced to a width that still accommodates large box trucks and large trucks with trailers. There will be no parking on this dead end segment of 2nd Street.

7. Alley Improvements

To comply with the Carver County Water Management Organization (CCWMO) stormwater requirements pertaining to sediment and total suspended solids for the Phase 2 Downtown Reconstruction, the City was required to pave the red rock portions of the alleys between Elm Street and Spruce Street shown on Figure No. 2.2. Approximately 170-feet of the alleys were already paved but in poor condition. It is proposed that the full length of the alleys be reconstructed to reduce future maintenance issues and future costs. The alleys are proposed to be 12-feet wide to reduce conflicts with utility poles, retaining walls, and driveway impacts. The alley between Olive Street and Elm Street will also be reconstructed due to utility improvements and impacts from the developer to construct the apartment building. The alleys will be constructed with a typical section of 2 lifts of bituminous pavement totaling 4.5-inches, an aggregate base depth of 9-inches, and geotextile fabric. As part of the Developer's Agreement, some of the costs associated with reconstructing the alley between Olive Street and Elm Street will be paid for by the developer. The total cost for the alley improvements were divided into a cost per linear foot to appropriately divide the costs between the City and the developer. The total estimated cost for the alley and the associated cost per linear foot can be found in Appendix A. The western 180 feet of the alley would need to be reconstructed under both projects if they were constructed independently resulting in a 50-50 cost share for this section. The eastern 150 feet of the alley between Olive Street and Elm Street only needs to be reconstructed due to apartment construction limits extending into the alley way and the large volume of construction traffic that will rapidly deteriorate the pavement; this results in a 100% developer cost for this section of the alley. The City will receive an estimated \$40,000 from the developer for the estimated developer impacts to the alley.

8. Offsite Parking Lot Improvements

With this project the City reviewed and evaluated the possibility of additional parking areas close to the downtown area. Figure No. 2.3 illustrates one of the potential locations near the intersection of Elm Street and 1st Street. This site would require coordination with the property owner and reserving some parking stalls for tenants. With the preliminary layout shown in Figure No 2.3 it would create a paved and striped lot with approximately 29 parking stalls in the downtown area. This parking lot design has dedicated space for vegetation and reduces the amount of paved surface. The parking lot would be constructed with a typical section of 2 lifts of bituminous pavement totaling 4.5-inches, an aggregate base depth of 9-inches, and geotextile fabric. The total estimated cost for the proposed offsite parking lot improvements is \$314,600 and is considered a non-assessable cost.

Construction of a standard truck route section includes three lifts of bituminous pavement (6.5”), aggregate base (12.0”), and select granular borrow (12.0”) underlain by geotextile fabric. The standard truck route street section will be constructed on top of a compacted subgrade and contain drain tile behind the curb. The typical section for the City standard truck route section is shown on Figure No. 2.4. The results of the soils investigation indicate poor soils could be encountered on 1st Street from Maple Street to Olive Street and on Olive Street from 1st Street to 2nd Street. To provide a suitable subgrade, a layer of stabilizing aggregate will likely be needed in these areas. Additional materials above the standard street section are considered extra section items and are therefore not considered to be assessable. Street lighting improvements will take place on 1st Street, Olive Street, and 2nd Street and are a non-assessable cost. The style of fixtures and the layout of the lighting will approximately match the previous two phases of the Downtown Reconstruction project. Additionally, overhead power lines located along Olive Street are planned to be buried as part of the improvements.

The staging for construction will generally fall into two or three construction stages. The first stage of construction would consist of 1st Street between Maple Street and Olive Street. The second phase would be Olive Street from 1st Street to the alley. The third phase would include Olive Street from the alley to 2nd Street, 2nd Street from the dead end to Elm Street, and the alley between Olive Street and Elm Street. Phasing is subject to change

based on findings during final design and/or due to coordination with the proposed development of the apartment building project. Construction phasing may also need adjusting to provide adequate parking, pedestrian access, and business access available at all times. The stages will be continually changing as the work progresses from utilities to street construction and will be adjusted as necessary.

B. STORM SEWER IMPROVEMENTS

The existing storm sewer systems on 1st Street, Olive Street, and 2nd Street will be removed and reconstructed as shown on Figure No. 2.5. New storm sewer is proposed to be constructed in the alley between Olive Street and Elm Street to connect to the proposed stormwater treatment. A weir structure will be installed on Elm Street during the Phase 4 Reconstruction project to divert stormwater runoff on Elm Street into the proposed underground treatment. The Elm Street storm main will experience a decrease in pipe surcharging. The existing drainage patterns will primarily be maintained. Existing storm structures are anticipated to experience surcharging during 5-yr rainfall events.

Additional stormwater treatment will be required in order to meet the Carver County Watershed Management Organization's rules. Due to the limited amount of green space in the right-of-way, underground treatment options were evaluated. Property 24 on Figure No. 3.1 is being redeveloped and there is a partnership between the City and the developer to place the stormwater treatment under the proposed parking lot. See Figure No. 2.6 for stormwater treatment construction. The proposed underground treatment will be SC-740 Stormtech Chambers.

The proposed underground treatment will outlet into a new 24-inch storm pipe connecting down the alley into a catch basin on the west side of Olive Street. Refer to Figure No. 2.5 for structure locations. A weir will be installed in this catch basin to control storm flow. A proposed 18-inch storm sewer pipe will connect this catch basin south to the storm manhole on the northwest corner of the Olive Street and 2nd Street intersection. This proposed 18-inch pipe will allow excess stormwater to bypass the existing 12-inch catch basin outlet which runs behind the theatre to connect to the Vine Street storm main. All bypass stormwater is ultimately routed to the same Vine Street storm sewer manhole. These improvements will allow 10-yr rainfall events to pass without structure surcharging.

Future improvements behind the theatre should replace the existing 12-inch storm sewer pipe with a larger diameter pipe. Once this stretch of pipe is upsized to 24-inch it would allow for passage of a 100-yr rainfall event without structure surcharging.

As part of the development of the lots north of 2nd Street, the developer proposed storm sewer to connect to the existing system on Olive Street. Since the City will be placing the stormwater treatment under the parking lot of the apartment, storm sewer pipe is required to be installed to the existing system on Olive Street. The City will receive approximately \$67,000 for the storm sewer required for the development, and the City will be responsible for any additional structures and oversizing costs.

The total estimated cost for the proposed street and storm sewer reconstruction improvements is \$4,714,800. This amount includes the alley improvements and the offsite parking improvements. Of this amount \$550,100 is considered assessable. Itemized cost estimates are provided in Appendix B of this report. Financing and funding for the entire project is discussed in Section 3.

C. SIDEWALK IMPROVEMENTS

The proposed sidewalk reconstruction locations and alternates are also shown on Figure No. 2.1. The proposed sidewalk on the north and south sides of 1st Street between Maple Street and Vine Street will match the existing sidewalk at approximately 5-feet wide and 10-feet wide, respectively. 1st Street between Vine Street and Olive Street has two options. The first option is to match the existing sidewalk width on both sides of the roadway; 6.5-feet on the north and 11.5-feet on the south. The second option would be to have an 8-foot sidewalk on the north and a 10-foot sidewalk on the south side of the street. Option 2 would result in an increase of 1.5-feet on the north side and narrow the sidewalk width by approximately 1.5-feet on the south side. Olive Street sidewalk will be constructed to a width of 9-feet on both sides of the road which increases the width by approximately 2-feet. The sidewalk widths on 1st Street and Olive Street vary depending on building locations. The sidewalk on the north side of 2nd Street will be reconstructed to a width of 8-feet, this will widen the sidewalk by approximately 4-feet. Since the north side of 2nd Street is being redeveloped into an apartment complex the wider commercial sidewalk will be constructed adjacent to the building. The sidewalk on the south side of 2nd Street will be reconstructed to a width of 6-feet with a 4-foot boulevard, this results in an increase of 1-foot in width. All existing and proposed pedestrian ramps will be constructed to Americans with Disabilities Act (ADA) standards to provide adequate access to all users.

The total estimated cost of the sidewalk improvements is \$635,400 which is not considered an assessable cost. As part of the developer's agreement the developer will provide funds to the City for the sidewalk adjacent to the building on Olive Street and 2nd Street in the amount of \$65,600. The City will also receive an estimated \$41,500 from the developer for the sidewalk adjacent to the building on Elm Street which will be constructed with the Downtown Reconstruction Phase 4 project. An itemized cost is provided in Appendix B of this report. Financing and funding for the entire project is discussed in Section 3.

D. SANITARY SEWER IMPROVEMENTS

The sanitary sewer improvements consist of reconstruction of sewer main, manholes, and sewer services on 1st Street, Olive Street, 2nd Street, and the alley between Olive Street and Elm Street as shown on Figure No. 2.7. The sewer reconstruction consists of replacing the old and deteriorated, clay sewer system with an 8-inch PVC sewer main and with sewer services from the main to the property line. Sanitary manholes will be reconstructed, and new sewer will be stubbed out of the intersections and connected to the existing pipes east of the Olive Street and 1st Street intersection.

The total estimated cost for all of the sanitary sewer improvements is \$588,200. Of this amount, \$244,900 is considered assessable. Itemized cost estimates are provided in Appendix B. Financing and funding is discussed in Section 3.

E. WATERMAIN IMPROVEMENTS

Figure No. 2.8 indicates the proposed watermain improvements. The existing watermain consists of 6-inch main on 1st Street, Olive Street, and 2nd Street. The existing system is aging and is susceptible to breakages and leaks. Breakages and leaks result in high maintenance and repair costs, service disruptions, and saturation of the street subgrade. Therefore, the proposed improvements include removing and replacing the entire watermain system within the street right-of-way and upsizing to a 10-inch main on 1st Street and an 8-inch main on Olive Street and 2nd Street. Replacement includes the mainline, gate valves, hydrants, and services. The watermain reconstruction will stop short of the intersection of 2nd Street and Elm Street in order to not impact that intersection. The new watermain will be stubbed out to the east of the 1st Street and Olive Street intersection and connected to the existing pipes so the intersection will not need to be reconstructed again with future adjacent projects.

Water services along 1st Street and Olive Street will be constructed into the buildings that are adjacent to the road. This will involve connecting inside the buildings and extra work to bore through the foundation walls and make any necessary adjustments to interior connections. Curb stops will be constructed within the city right-of-way for future operation and maintenance needs as standard practice.

The proposed pipe material is polyvinyl chloride pipe (PVC). This pipe is more resistant to corrosion from the in-place clay soils. Previous geotechnical evaluations on adjacent projects included soil resistivity testing to determine how corrosive the in-place soils are. These tests resulted in resistivity values showing the in-place soil to be moderately corrosive. To protect the watermain against corrosion, the following steps will be taken during construction:

- All hydrants and gate valves will be manufactured and secured utilizing stainless steel bolts.
- All fittings will be coated with fusion bonded epoxy.
- All ductile iron pipe, fittings, valves, valve boxes, and hydrant risers will be wrapped in polyethylene encasement material and provided with cathodic protection.

Figure No. 2.9 indicates the proposed irrigation system improvements. The irrigation system improvements will include extending the 4-inch irrigation main across the intersection of 1st street and Olive Street and installing 1-inch mains along 1st Street and Olive Street. The 4-inch main will only be extended to the south side of 1st Street since this is the edge of the downtown service area. The 1-inch mains will be used to water plantings hanging from the light poles. The irrigation system is planned to be switched over to a stormwater reuse system when the stormwater treatment system is constructed. The irrigation system improvements are considered a non-assessable cost.

The total estimated cost for all of the watermain improvements is \$1,201,600. Of this amount, \$393,100 is considered assessable. Itemized cost estimates are provided in Appendix B. Financing and funding is discussed in Section 3.

SECTION 3 - FINANCING / FUNDING

A. FINANCING

The proposed method of financing for the Downtown Reconstruction, Phase 3 Project is through the sale of a combined bond consisting of a Chapter 429 General Obligation Bond, a Chapter 115 Sanitary Sewer Revenue Bond, and a Chapter 444 Water and Stormwater Revenue Bond. The Chapter 429 Bond would be used for the street/storm sewer reconstruction. The Chapter 115 Bond would be used for the sanitary sewer reconstruction. The Chapter 444 Bond would be used for the watermain reconstruction and miscellaneous drainage improvements. PIR Capital Improvement cash would be used for the sidewalk improvements.

It is recommended that the City discuss financing options in more detail with their Financial Consultant. Combining the financing of this project with other possible planned improvements or planned equipment purchases should also be evaluated and discussed.

The total estimated project cost is \$7,140,000. The detailed cost estimates for individual project components are located in Appendix B. The estimates consist of the estimated construction cost based on recent construction bid prices, a 10% allowance for contingencies, and a 30% allowance for bidding, surveying, engineering, property owner coordination, building inspections, construction staking, construction administration, and inspection costs.

B. FUNDING

The different funding sources proposed to be used to service the bond debt include the following:

- Special assessments
- New special debt levy
- Stormwater funds
- Sewer funds
- Water funds
- PIR funds

The City has funds available in the various fund accounts to service the debt. And if necessary, the City also has funds available in the general fund to service the debt.

The following sections provide a cost apportionment and funding source summary for the various project components.

C. STREET / STORM / SIDEWALK RECONSTRUCTION

The total project costs are apportioned as follows:

Item	Cost / FF	City Cost or Assessment	Recommended Funding Source
Sidewalk Construction Cost			
Sidewalk Construction Cost	\$635,400	City	PIR Funds
Total Project Cost:	\$635,400		
Street / Storm Reconstruction Costs			
Extra Section Depth / Width & Parking Lot	\$3,244,000	City	New Special Debt Levy
Street / Storm Reconstruction Cost	\$1,470,800		
Total Street / Storm Reconstruction Cost:	\$4,714,800		
Assessment Calculations			
Standard Street Section Cost	\$1,470,800		
City Contribution (50%)	\$735,400	City	New Special Debt Levy
Assessable Eligible Portion (50%)	\$735,400		
Total Front Footage	2,866.0		
Corner Lot Front Footage (Feet)	379.6		
Assessment Basis Front Footage (Feet)	2,486.3		
Assessable Cost Per Front Foot	\$295.78		
Non-Assessable Front Footage (Feet)	626.5		
Non-Assessable Cost	\$185,300	City	New Special Debt Levy
City Front Footage (Feet)	191.4		
City Front Footage Cost	\$56,600		
Assessment Front Footage (Feet)	1,859.8		
Total Assessed Amount	\$550,100	Assessment	Special Assessments
Total City Cost:	\$4,800,100		
Total Assessed Amount:	\$550,100		
Total Project Cost:	\$5,350,200		

D. SANITARY SEWER

The sanitary sewer proposed for reconstruction services commercial and residential properties. Commercial and multi-family properties are converted to equivalent residential units (ERUs) based on water usage. Three properties exceed the normal water usage for a typical single-family home. These properties and their ERU calculations are as follows:

Property Owner	Property Address	Annual Water Usage (gal)	Daily Water Usage (gal)	Daily Usage / ERU (gal)	*ERUs
JD RENTALS LLPA	125 1ST ST W	425,000	1,165	275	4.0
P & D WACONIA PROPERTIES LLC	119 OLIVE ST S	236,000	647	275	2.0
OLIVE & SECOND LLC	24 2ND ST W	2,812,000 **	7,704 **	275	28.0
	16 2ND ST W				
	8 2ND ST W				
	136 ELM ST S				

* ERUs are rounded down to the nearest 0.5 units

** Estimated usage based on total ERU calculation

On previous projects the portion of the sanitary sewer cost that was assessed consisted of 50 percent of the typical project sanitary sewer cost. Costs related to soil corrections, bypass pumping, and vibration monitoring are isolated as City costs and not included in the assessment calculations.

Also, the unique project area should be taken into account by including non-assessable units. To remain fair and equitable it is recommended to include 5 non-assessable units to account for the City/EDA owned parcels that are not served with sewer or water. Therefore, the project contains 55 sewer units, 50 of which are assessable.

Based on the information and recommendations above, the total project costs for the sanitary sewer component of the proposed project are apportioned as follows:

Item	Cost / Units	City Cost or Assessment	Recommended Funding Source
Total Sanitary Sewer Project Costs			
Typical Sanitary Sewer Project Cost	\$538,900		
City Contribution Cost	\$49,300	City	Sewer Fund
Total Project Cost:	\$588,200		
Assessment Calculations			
Assessment Eligible Portion	\$538,900		
City Contribution (50%)	\$269,500	City	Sewer Fund
Assessable Eligible Portion (50%)	\$269,400		
Sanitary Sewer Units	55.0		
Assessment Per Unit	\$4,898.18		
Assessable Units	50.0		
Non-Assessable Units	5.0		
Non-Assessable Cost	\$24,500	City	Sewer Fund
Total Assessed Amount	\$244,900	Assessment	Special Assessments
Total City Cost:	\$343,300		
Total Assessed Amount:	\$244,900		
Total Project Cost:	\$588,200		

E. WATERMAIN

The watermain proposed for reconstruction services commercial and residential properties. Same as with the sanitary sewer, commercial and multi-family properties are converted to equivalent residential units (ERUs) based on water usage. Three properties exceed the normal water usage for a typical single-family home. These properties and their ERU calculations are as follows:

Property Owner	Property Address	Annual Water Usage (gal)	Daily Water Usage (gal)	Daily Usage / ERU (gal)	*ERUs
JD RENTALS LLPA	125 1ST ST W	425,000	1,165	275	4.0
P & D WACONIA PROPERTIES LLC	119 OLIVE ST S	236,000	647	275	2.0
OLIVE & SECOND LLC	24 2ND ST W	2,812,000 **	7,704 **	275	28.0
	16 2ND ST W				
	8 2ND ST W				
	136 ELM ST S				

* ERUs are rounded down to the nearest 0.5 units

** Estimated usage based on total ERU calculation

On previous projects, the portion of the watermain cost that was assessed consisted of 50 percent of the standard water system cost. Costs related to soil corrections, vibration monitoring, boring, and cathodic protection are isolated as City costs and not included in the assessment calculations.

Similarly to the sanitary sewer methodology, 5 non-assessable units are recommended to be added to account for the unique project area. Therefore, the project contains 56 water units, 51 of which are assessable.

The total project costs for this component of the proposed project are apportioned as follows:

Item	Cost / Units	City Cost or Assessment	Recommended Funding Source
Total Watermain Project Costs			
City Contribution Cost	\$338,300	City	Water Fund
Standard Water System Costs	\$863,300		
Total Project Cost:	\$1,201,600		
Assessment Calculations			
Assessment Eligible Portion	\$863,300		
City Contribution (50%)	\$431,700	City	Water Fund
Assessable Eligible Portion (50%)	\$431,600		
Watermain Units	56.0		
Assessment Per Unit	\$7,707.14		
Assessable Units	51.0		
Non-Assessable Units	5.0		
Non-Assessable Cost	\$38,500	City	Water Fund
Total Assessed Amount	\$393,100	Assessment	Special Assessments
Total City Cost:	\$808,500		
Total Assessed Amount:	\$393,100		
Total Project Cost:	\$1,201,600		

F. OVERALL COST SUMMARY

In summary, a portion of the street and utility reconstruction work will be assessed to benefitting property owners and the remaining work is recommended to be paid by the City. The overall costs for all project components are summed as follows:

Item	Cost	Recommended Funding Source
Assessed Amount (Per Policy)	\$1,188,100	Special Assessments
Developer Cost Sharing	* \$214,100	Developer Costs
Street & Utility Reconstruction (City Cost)	\$5,737,800	Combined Bond Funds & PIR Capital Improvement Funds
Total Overall Project Cost:	\$7,140,000	

- * This includes \$41,500 for the Elm Street sidewalk planned to be constructed with the Downtown Reconstruction, Phase 4 project.

G. ASSESSMENTS

The assessable portion of the street and utility reconstruction work is proposed to be assessed to the benefiting properties in accordance with current City policy as follows:

- Street Reconstruction - 50% Assessed on a Front Footage Basis of Standard City Residential Street
- Storm Sewer Reconstruction - 50% Assessed on a Front Footage Basis
- Sanitary Sewer Reconstruction - 50% Assessed on a Unit Basis
- Watermain Reconstruction - 50% Assessed on a Unit Basis

Some of the project components would not be assessed. These project components include the following:

- Extra Depth and Width of Street Reconstruction
- Parking Lot Reconstruction
- Sidewalk Reconstruction
- Stormwater Treatment
- Sanitary Sewer & Watermain Non-Standard Construction Items
- Irrigation

The current estimated assessable percentage of the street and utility reconstruction project is 16.6%. The minimum required assessable percentage for a Chapter 429 bond is 20.0%. Consistent with City policy and previous assessment projects, a benefit evaluation will be conducted to determine the special benefit amounts. The assessments will be capped at these amounts as determined by this benefit evaluation process. This process is anticipated to lower the assessments and reduce the assessable percentage of the project. Therefore, as discussed in the previous section, a combined bond approach is recommended in order to meet all statutory requirements.

The plans to redevelop the parcels on the north side of 2nd Street are in the final stages, and the City plans to assess the applicable lots at their “highest and best use” as is common practice for assessment and appraisal calculations. These lots include a redevelopment of single-family homes into multi-story apartment building along with two commercial properties. There is a significant difference in the sewer and water usage with this redevelopment. The estimated ERUs for the development property were derived from the water usage of existing apartment complexes within the City. Water usage data for the existing apartments was obtained and broken down into a per unit type ERU. The per unit type ERU was then applied to the proposed number of units of each type for the development. The ERUs for the restaurant area of the development were determined with the same methodology but only used water usage data from restaurants within the project area as comparison. This approach resulted in 23.0 ERU’s for the apartment building and 5.0 ERU’s for the commercial properties, for a total of 28.0 ERU’s.

A copy of the current City assessment policy is included in Appendix C of this report for reference. Located in Appendix A is an assessment area map (Figure 3.1). To follow is the preliminary assessment roll (Table 3.1) for the street and utility reconstruction project area and debt service and proposed funding sources (Tables 3.2).

TABLE 3.1 - PRELIMINARY ASSESSMENT ROLL
DOWNTOWN RECONSTRUCTION, PHASE 3 PROJECT
12/10/2024

PROP. NO.	P.I.D.	OWNER	PROPERTY ADDRESS	OWNER ADDRESS		F/F	*STREET ASSESSMENT	WATERMAIN UNITS	WATERMAIN ASSESSMENT	SANITARY SEWER UNITS	SANITARY SEWER ASSESSMENT	TOTAL ASSESSMENT	**ANNUAL ASSESSMENT PAYMENT
1	750502980	WACONIA SQUARE LLC	236 1ST ST W	7887 E BELLEVIEW AVE	1100 ENGLEWOOD, CO 80111	76.75	\$22,700.89	0.0	\$0.00	0.0	\$0.00	\$22,700.89	\$2,939.87
2	750503030	WACONIA CITY	217 MAIN ST W	201 VINE ST S	WACONIA, MN 55387	88.25	\$26,102.33	0.0	\$0.00	0.0	\$0.00	\$26,102.33	\$3,380.37
3	750502830	WACONIA CITY	NA	201 VINE ST S	WACONIA, MN 55387	15.17	\$4,486.94	0.0	\$0.00	0.0	\$0.00	\$4,486.94	\$581.08
4	750502820	PROMISE COMMUNITY CHURCH	138 1ST ST W	138 1ST ST W	WACONIA, MN 55387	134.66	\$39,829.34	1.0	\$7,707.14	1.0	\$4,898.18	\$52,434.67	\$6,790.53
5	750502800	WACONIA EDA	116 1ST ST W	201 VINE ST S	WACONIA, MN 55387-1337	110.00	\$32,535.48	0.0	\$0.00	0.0	\$0.00	\$32,535.48	\$4,213.49
6	750502790	WACONIA EDA	106 1ST ST W	201 VINE ST S	WACONIA, MN 55387-1337	22.00	\$6,507.10	0.0	\$0.00	0.0	\$0.00	\$6,507.10	\$842.70
7	750502780	JN/JN LLC	100 1ST ST W	5930 BOULDER BRIDGE LN	SHOREWOOD, MN 55331	16.50	\$4,880.32	1.0	\$7,707.14	0.0	\$0.00	\$12,587.47	\$1,630.13
8	750501250	THE CUTTING EDGE SALON OF WACONIA	241 1ST ST W	241 1ST ST W	WACONIA, MN 55387	0.00	\$0.00	0.0	\$0.00	0.0	\$0.00	\$0.00	\$0.00
9	750501260	QVF PROPERTIES LLC	233 1ST ST W	12755 ISLAND VIEW CIR	ROGERS, MN 55374	55.00	\$16,267.74	1.0	\$7,707.14	1.0	\$4,898.18	\$28,873.07	\$3,739.19
10	750501270	S&C PROPERTIES LLC	225 1ST ST W	225 1ST ST W	WACONIA, MN 55387	67.50	\$19,964.95	1.0	\$7,707.14	1.0	\$4,898.18	\$32,570.28	\$4,218.00
11	750501291	SEGNER-PEITZ PROPERTIES LLC	209 1ST ST W	1933 SILVER ST	WACONIA, MN 55387-8613	97.50	\$28,838.27	1.0	\$7,707.14	1.0	\$4,898.18	\$41,443.59	\$5,367.13
12	750501300	STEP WEST LLC	201 1ST ST W	1941 CARDINAL LN STE A	FARIBAULT, MN 55021-4350	27.50	\$8,133.87	1.0	\$7,707.14	1.0	\$4,898.18	\$20,739.20	\$2,685.82
13	750501370	LIFT MANAGEMENT SERVICES LLP	141 1ST ST W	18258 MINNETONKA BLVD STE 205	WAYZATA, MN 55391	27.50	\$8,133.87	1.0	\$7,707.14	1.0	\$4,898.18	\$20,739.20	\$2,685.82
14	750501390	BERRY PROPERTIES LLC	137 1ST ST W	684 EXCELSIOR BLVD, SUITE 210	EXCELSIOR, MN 55331	22.81	\$6,746.68	1.0	\$7,707.14	1.0	\$4,898.18	\$19,352.00	\$2,506.17
15	750501380	PAVING INVESTMENTS LLC	133 1ST ST W	1124 SUGARBUSH LN	WACONIA, MN 55387	32.19	\$9,521.06	1.0	\$7,707.14	1.0	\$4,898.18	\$22,126.39	\$2,865.47
16	750501400	JD RENTALS LLPA	125 1ST ST W	300 W LAKE ST	WACONIA, MN 55387	51.00	\$15,084.63	4.0	\$30,828.57	4.0	\$19,592.73	\$65,505.93	\$8,483.32
17	750501420	SPIRIT MASTER FUNDING X LLC	101 1ST ST W	6632 TELEGRAPH RD # 193	BLOOMFIELD HILLS, MI 48301-3011	163.00	\$48,211.67	1.0	\$7,707.14	1.0	\$4,898.18	\$60,816.99	\$7,876.08
18	750501520	GERALD A & JANE M EVESLAGE	41 1ST ST W	281 LAKEVIEW TERRACE BLVD	WACONIA, MN 55387	42.00	\$12,422.64	1.0	\$7,707.14	1.0	\$4,898.18	\$25,027.96	\$3,241.24
19	750501540	JDS LLC	115 OLIVE ST S	8820 ISLAND VIEW RD	WACONIA, MN 55387-9605	25.00	\$7,394.43	1.0	\$7,707.14	1.0	\$4,898.18	\$19,999.75	\$2,590.06
20	750501530	P & D WACONIA PROPERTIES LLC	119 OLIVE ST S	119 OLIVE ST	WACONIA, MN 55387-1421	75.00	\$22,183.28	2.0	\$15,414.29	2.0	\$9,796.36	\$47,393.93	\$6,137.73
21	750501340	OLIVE STREET PARTNERS LLC	132 OLIVE ST S	132 S OLIVE ST	WACONIA, MN 55387	133.50	\$39,486.24	1.0	\$7,707.14	1.0	\$4,898.18	\$52,091.57	\$6,746.10
22	754800010	WACONIA CITY	201 VINE ST S	201 VINE ST S	WACONIA, MN 55387	88.00	\$26,028.39	0.0	\$0.00	0.0	\$0.00	\$26,028.39	\$3,370.79
23	750501511	STEVEN J YETZER	125 OLIVE ST S	PO BOX 51	WACONIA, MN 55387	78.50	\$23,218.50	1.0	\$7,707.14	1.0	\$4,898.18	\$35,823.83	\$4,639.35
24	PENDING / 750501505	OLIVE AND SECOND LLC (INCLUDES PENDING SALES OF PROPERTIES OWNED BY STEVEN YETZER & CITY OF WACONIA)	24 2ND ST W	PO BOX 51	WACONIA, MN 55387	204.25	\$60,412.47	28.0	\$215,800.00	28.0	\$137,149.09	\$413,361.56	\$53,532.21
	PENDING / 750501480		16 2ND ST W	332 WEST 4TH STREET	WACONIA, MN 55387								
	PENDING / 750501460		8 2ND ST W	332 WEST 4TH STREET	WACONIA, MN 55387								
	PENDING / 750501450		136 ELM ST S	136 SOUTH ELM STREET	WACONIA, MN 55387								
25	750500580	JESSE AND JAMIE BERSTROM LIVING TRUST	41 2ND ST W	41 2ND ST W	WACONIA, MN 55387-1402	41.25	\$12,200.81	1.0	\$7,707.14	1.0	\$4,898.18	\$24,806.13	\$3,212.51
26	750500590	MICHAEL DEHN	25 2ND ST W	25 2ND ST W	WACONIA, MN 55387-1402	82.50	\$24,401.61	1.0	\$7,707.14	1.0	\$4,898.18	\$37,006.94	\$4,792.57
27	750500600	MARWAY PROPERTIES LLC	208 ELM ST S	17400 ERKIUM ST NW	RAMSEY, MN 55303	82.50	\$24,401.61	1.0	\$7,707.14	1.0	\$4,898.18	\$37,006.94	\$4,792.57
						1,859.83							

*Cost per FF = \$295.78 (Original Calculation)

**Based on a 5.00% Interest Rate and a 10 Year Term.

Totals:	\$550,095.13	51.0	\$393,064.29	50.0	\$244,909.09	\$1,188,068.51	\$153,860.31
TOTAL FRONT FOOTAGE:	2,866.00						
CORNER LOT CREDIT:	379.67						
ASSESSMENT BASIS FRONT FOOTAGE:	2,486.33						
NON-ASSESSABLE FRONT FOOTAGE:	626.50						
ASSESSMENT FRONT FOOTAGE:	1,859.83						

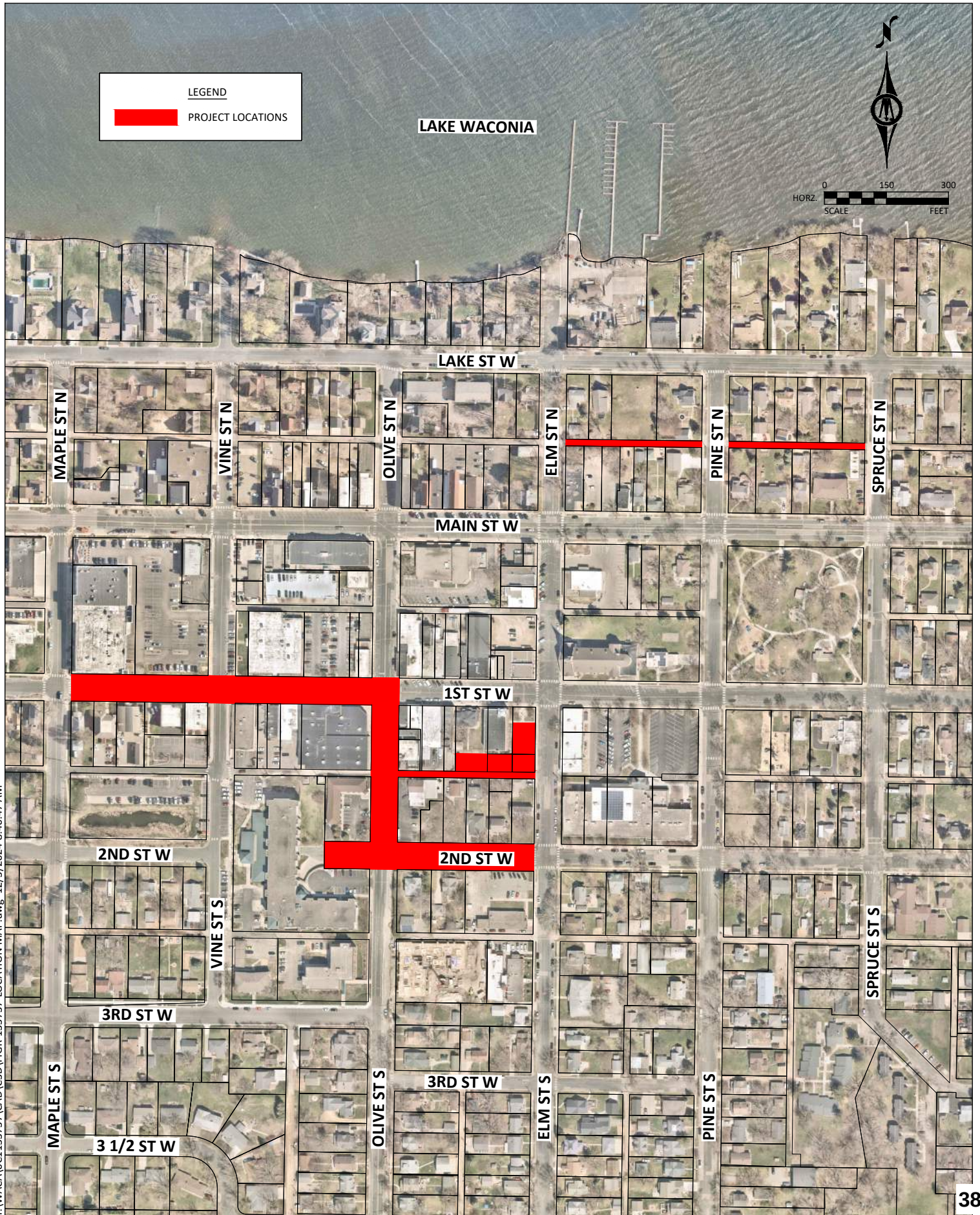
TABLE 3.2
DEBT SERVICE & PROPOSED FUNDING SOURCES
FOR
DOWNTOWN RECONSTRUCTION, PHASE 3 PROJECT
12/10/2024

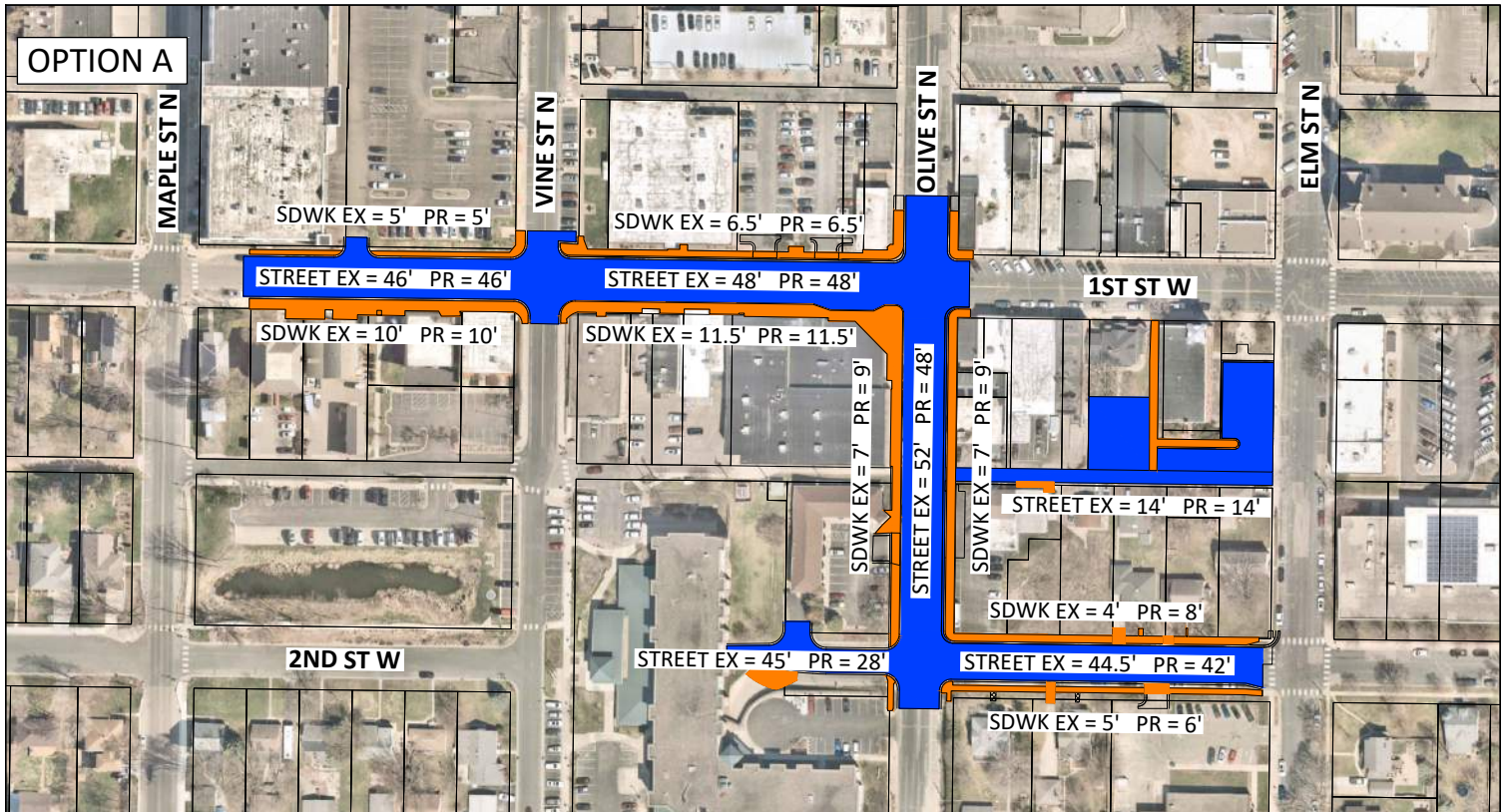
PROPOSED PROJECTS	TOTALS				DEBT SERVICE / FUNDING SOURCE							RECOMMENDED FINANCING OPTION
	TOTAL PROJECT COST	TOTAL ASSESS. AMOUNT	TOTAL CITY COST	TOTAL ASSESS. %	TOTAL DEBT SERVICE	DEBT SVC ASSMT REVENUE	DEBT SVC GENERAL/ PIR FUND	DEBT SVC STM WTR FUND	DEBT SVC SEWER FUND	DEBT SVC WATER FUND	TOTAL REVENUE	
STREET & UTILITY RECONSTRUCTION	\$7,140,175	\$1,188,069	\$5,952,105	16.6%	\$880,319	\$146,478	\$586,890	\$49,316	\$28,406	\$69,228	\$880,319	\$7,200,000
TOTALS:	\$7,140,175	\$1,188,069	\$5,952,105	16.6%	\$880,319	\$146,478	\$586,890	\$49,316	\$28,406	\$69,228	\$880,319	Combined Bond

Notes:
1.) All Debt Service Projections are Based on a 10-Year Bond At 4.0%.
2.) Actual Assessment Revenue Debt Service Will Be Based On Interest Rate 1.0% Above Bonding Cost (=4.0% + 1.0% = 5.0%) With a 10-Year Term.
3.) Amounts Shown Do Not Include Any Grant Funds Which May Reduce the Required Payment Amounts.

APPENDIX A

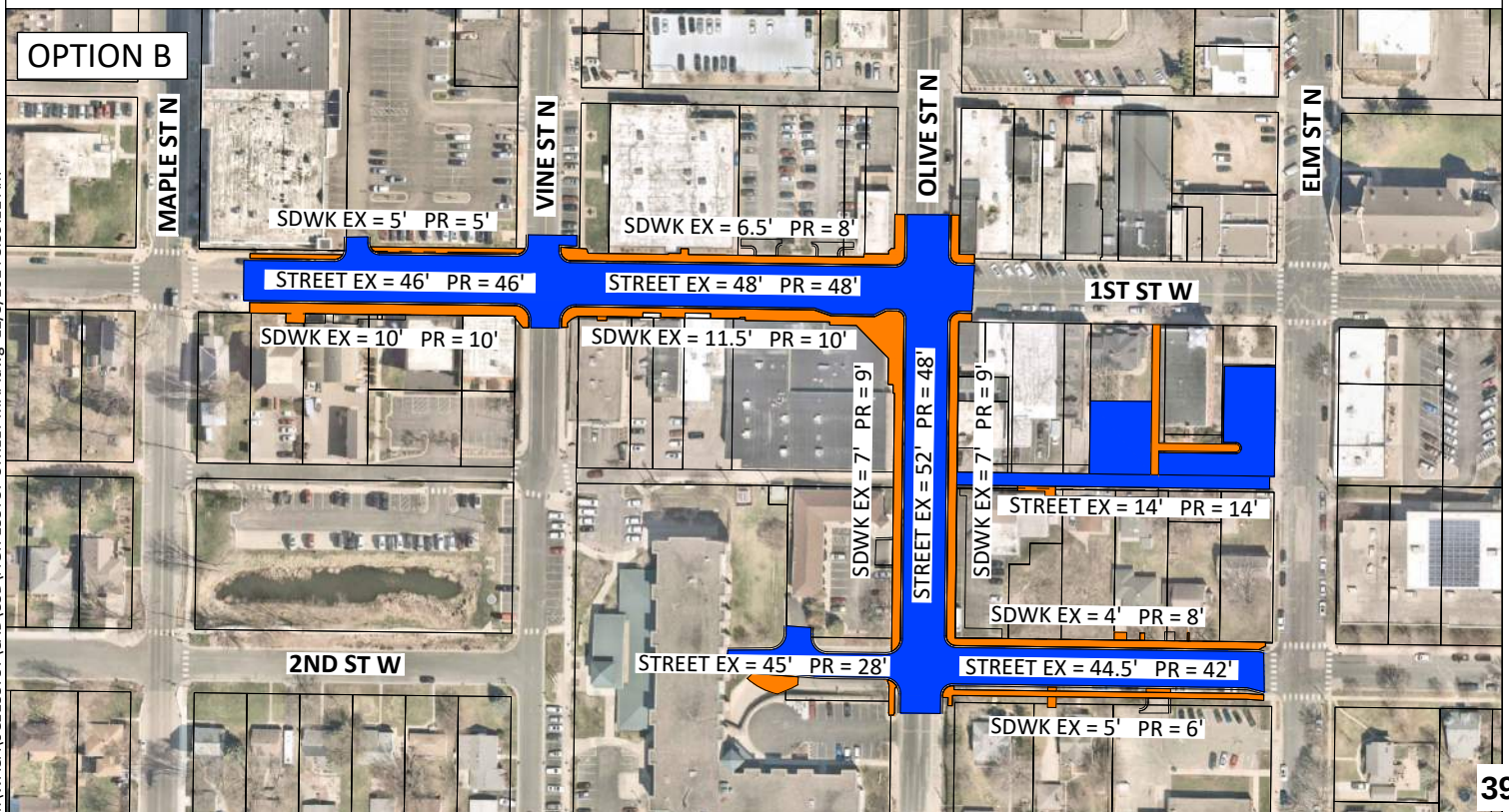
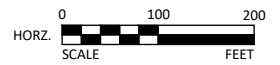
FIGURES

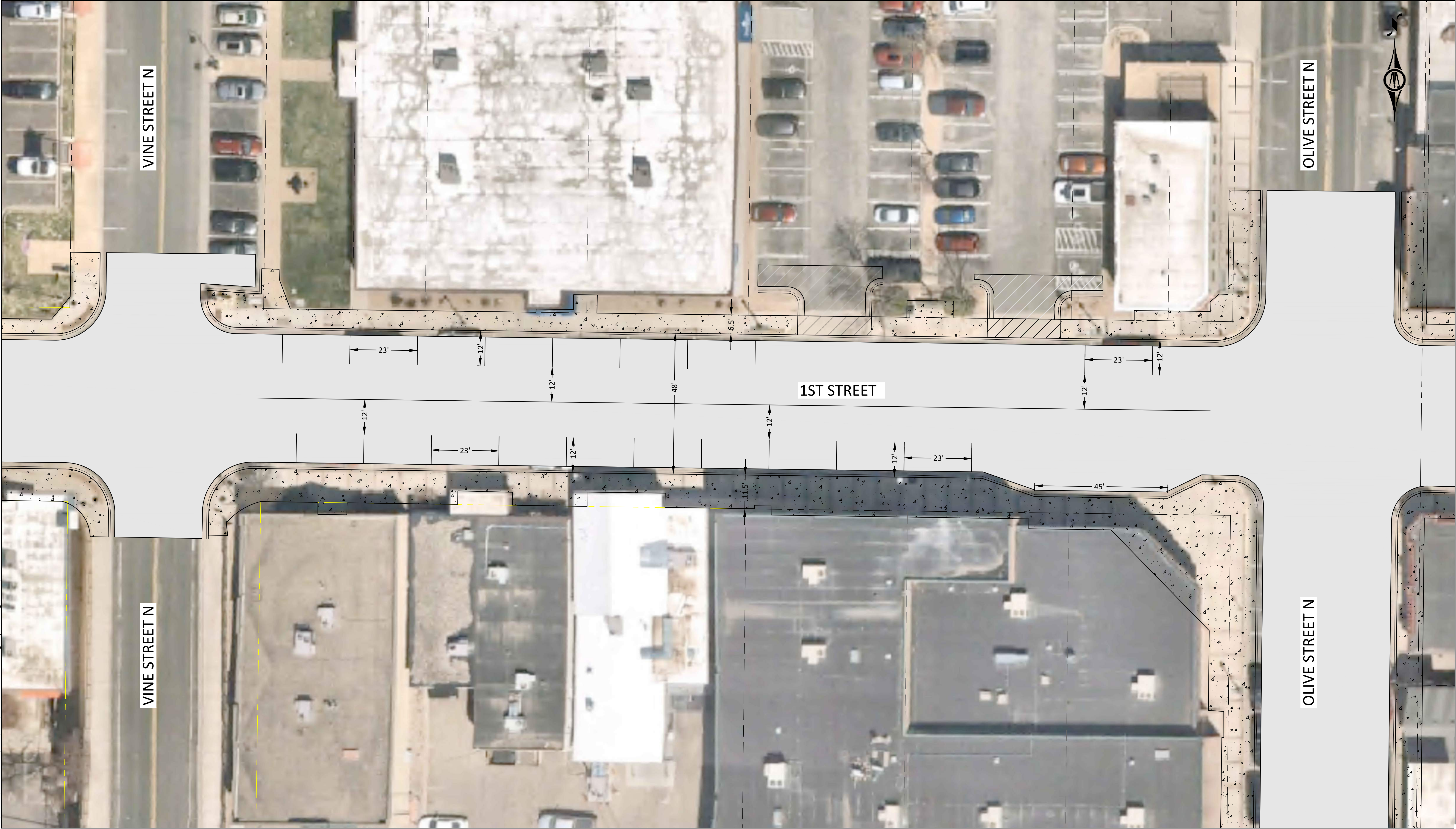
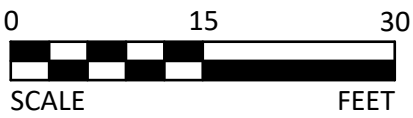




LEGEND

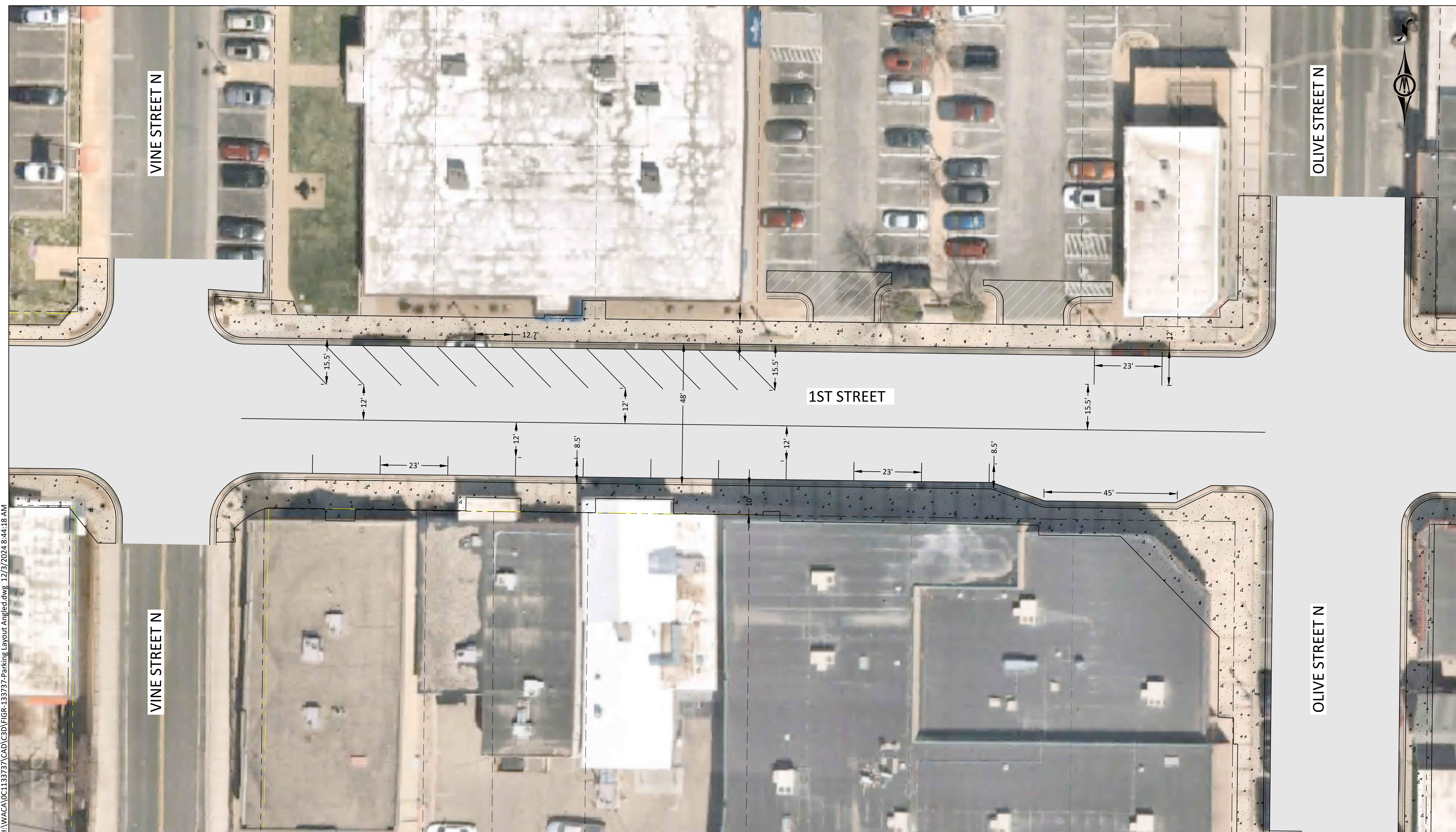
- PROPOSED STREET RECONSTRUCTION
- PROPOSED SIDEWALK RECONSTRUCTION







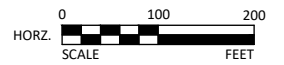
December 2024

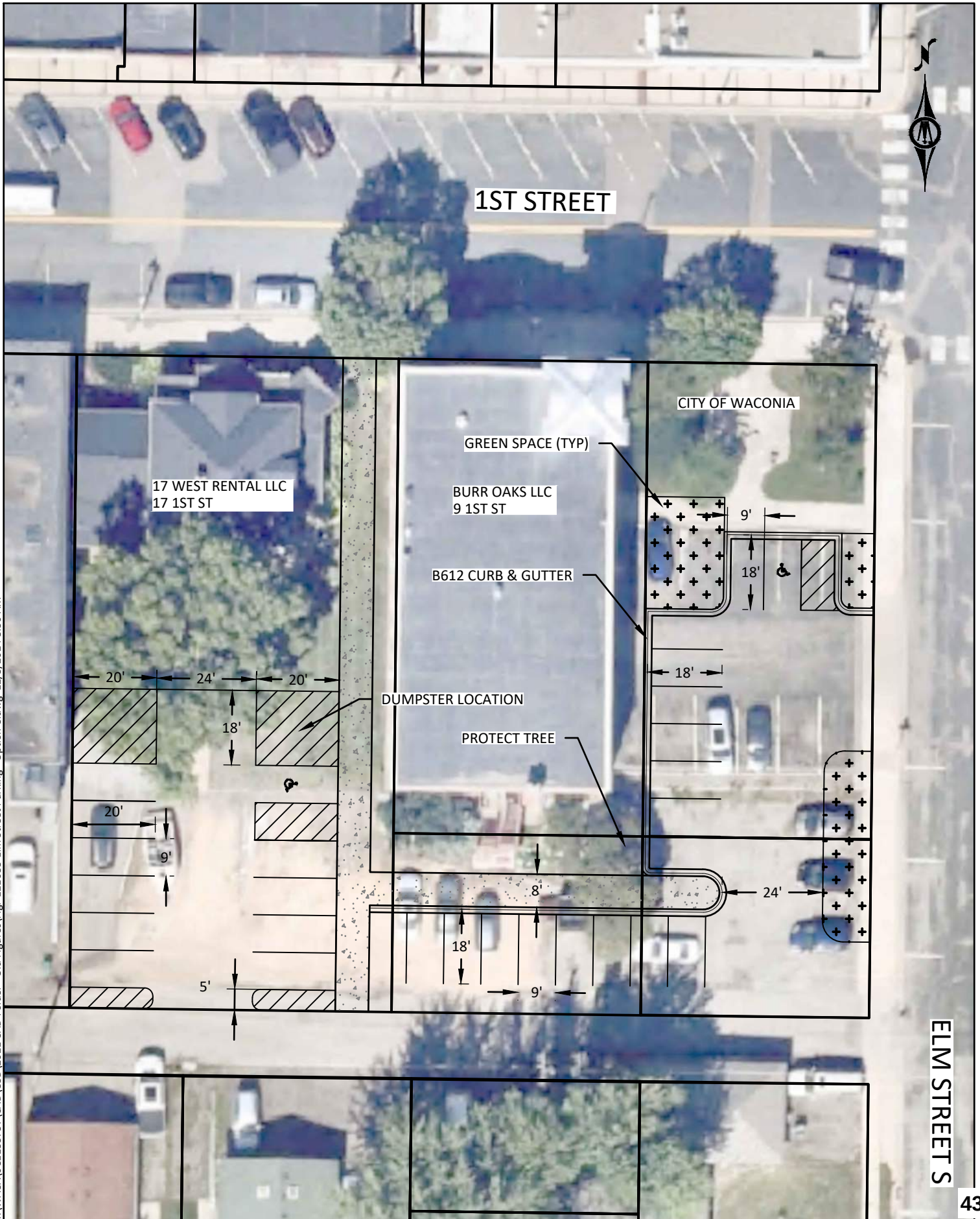
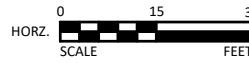




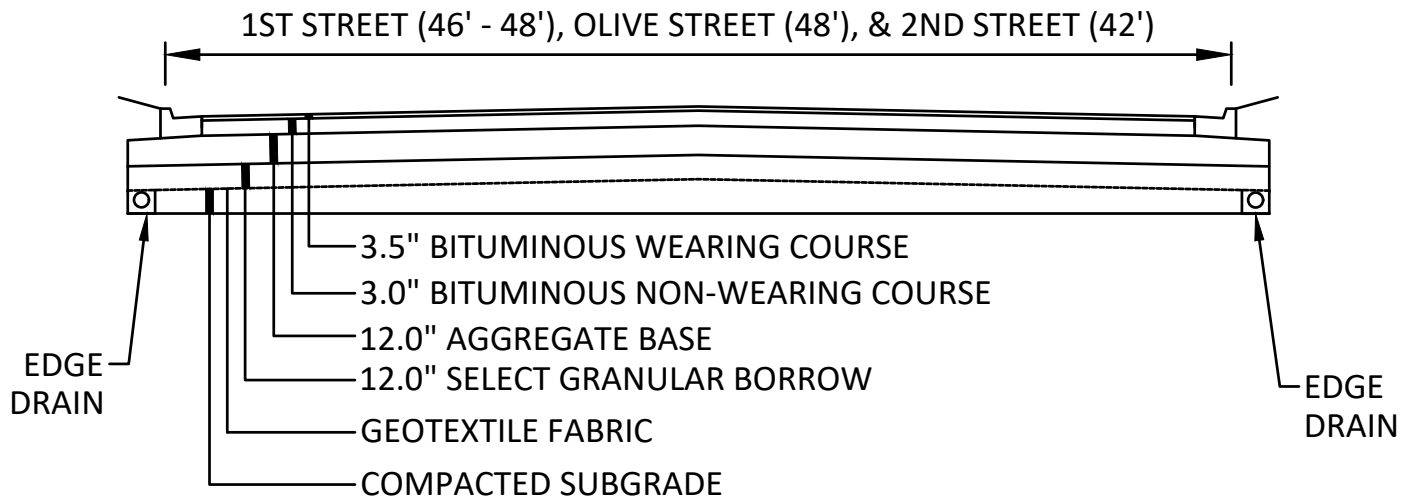
LEGEND

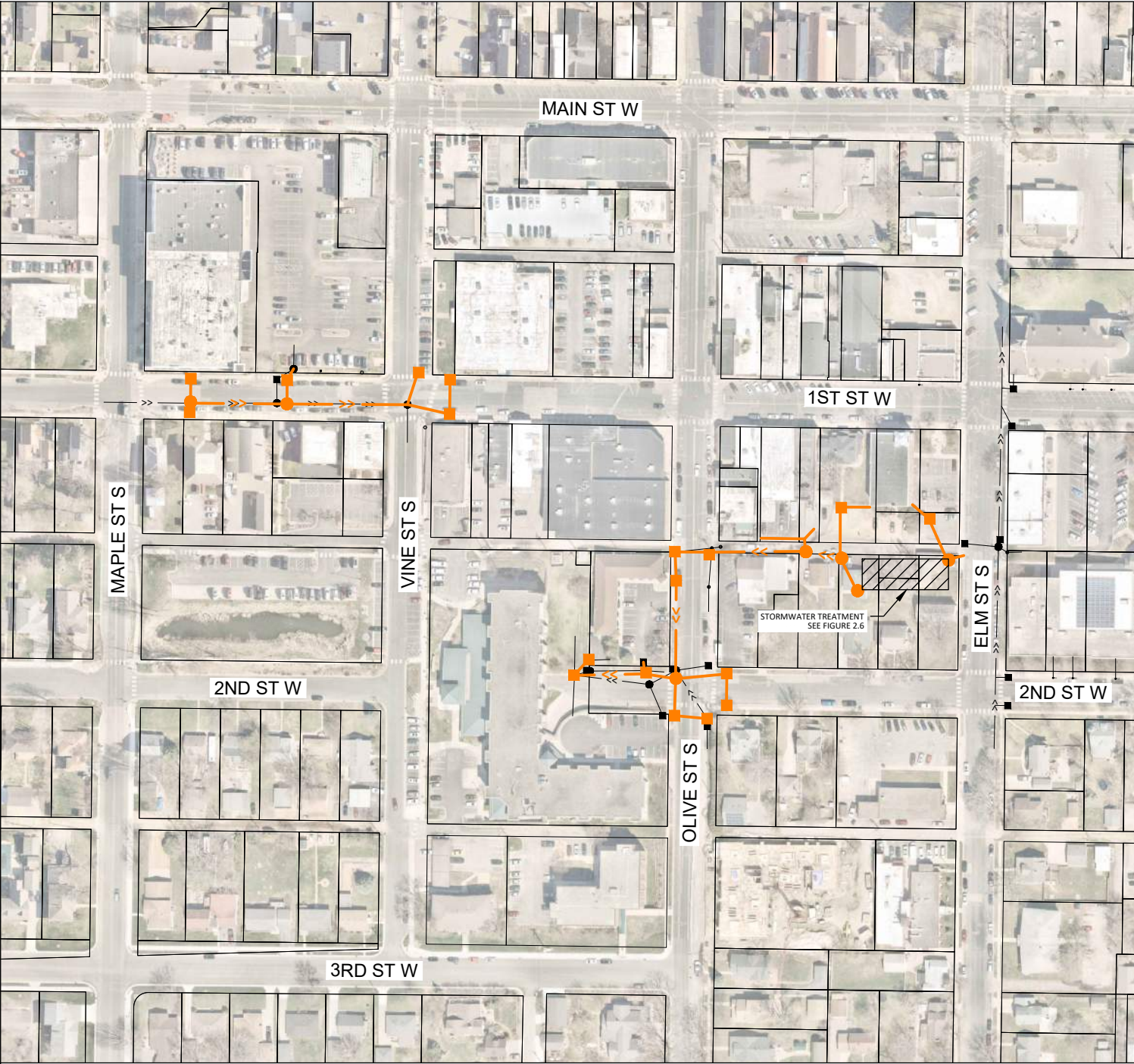
- PROPOSED STREET RECONSTRUCTION
- PROPOSED SIDEWALK RECONSTRUCTION





STREET SECTION (TRUCK SECTION)
NOT TO SCALE





LEGEND

— << — << — EXISTING STORM SEWER

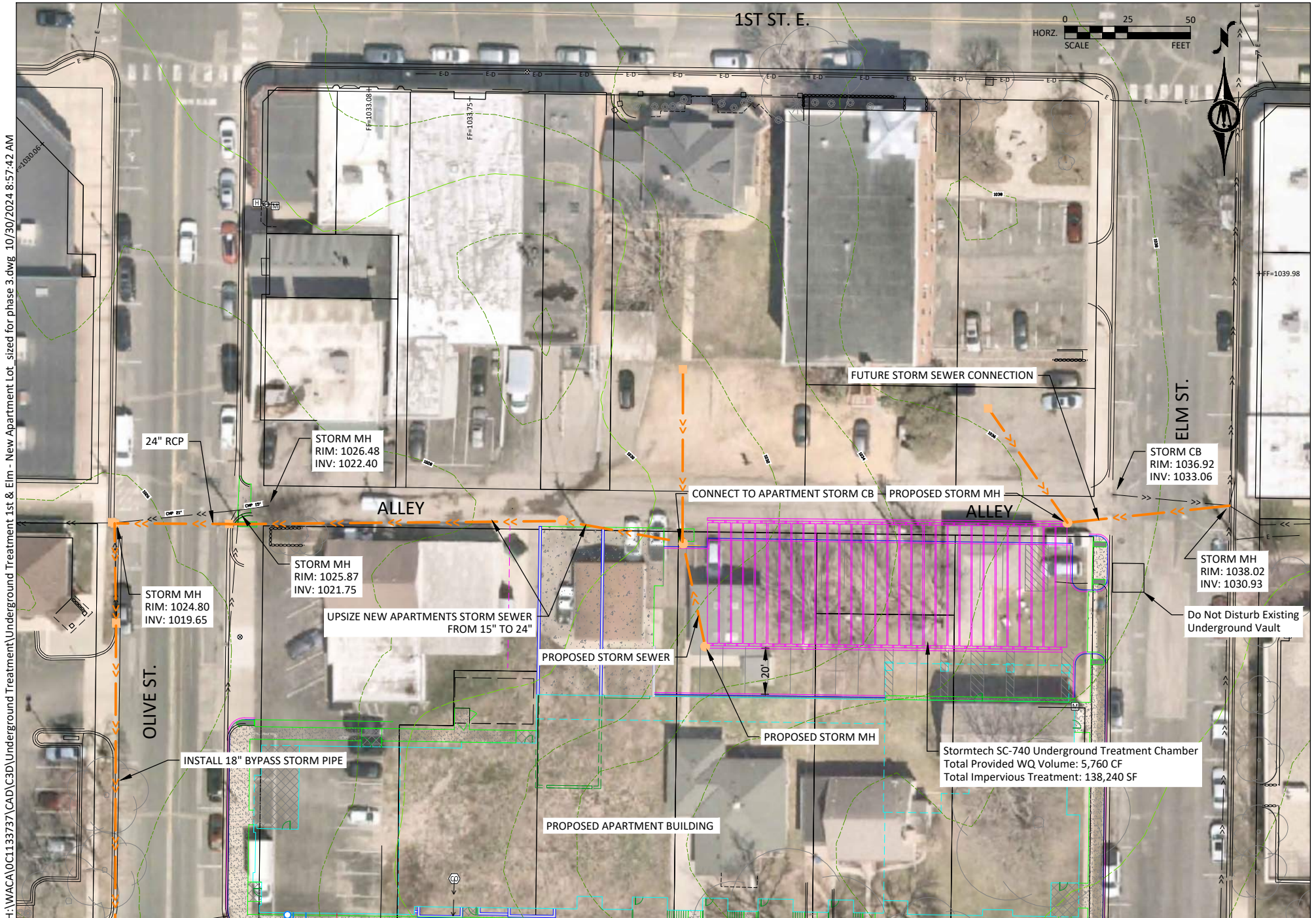
— << — << — CONSTRUCT STORM SEWER

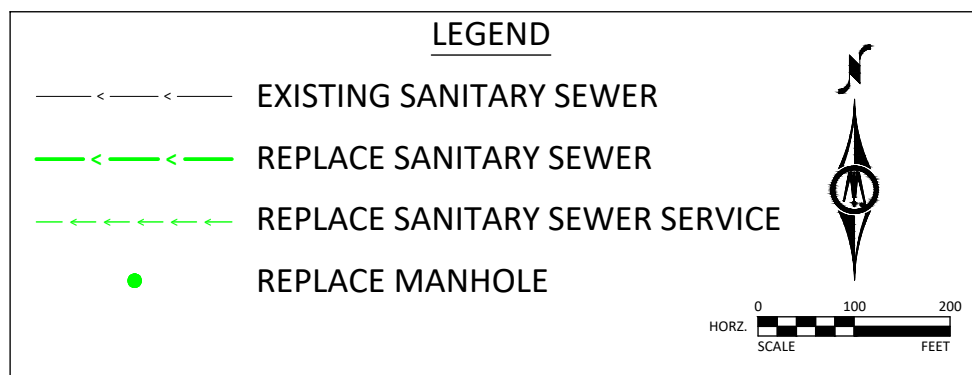
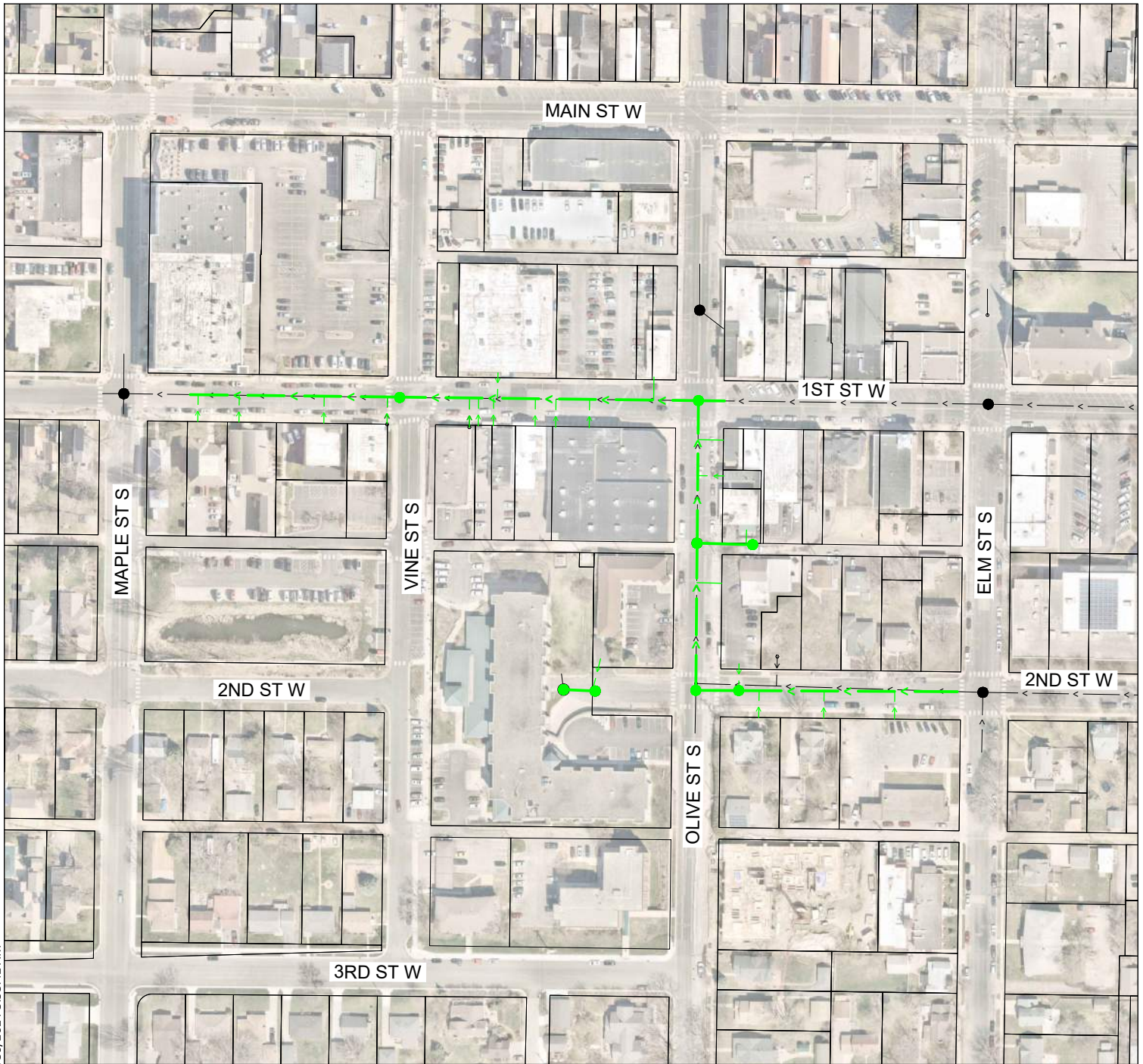
● CONSTRUCT MANHOLE

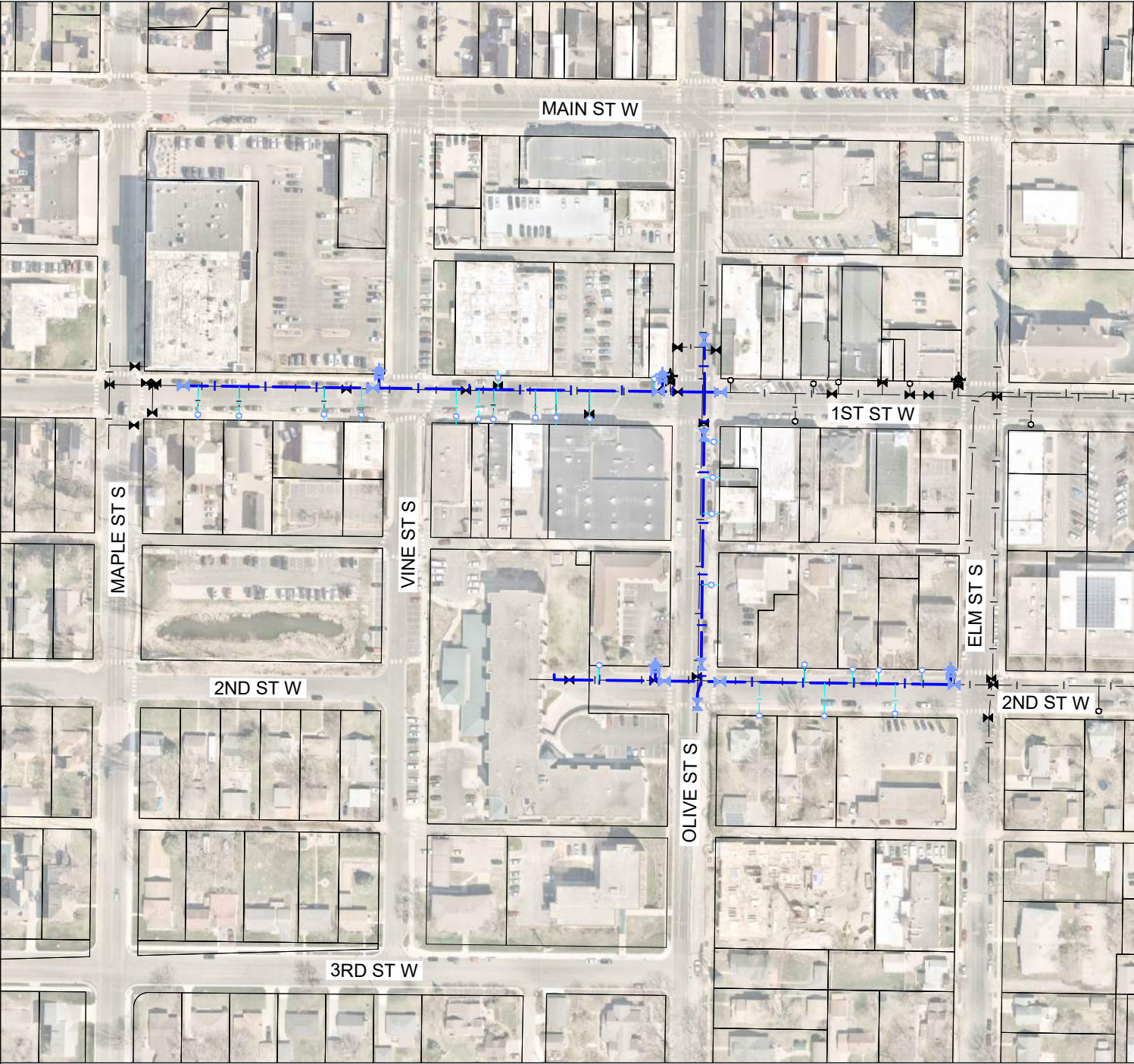
■ ○ CONSTRUCT CATCH BASIN




HORIZ. SCALE FEET





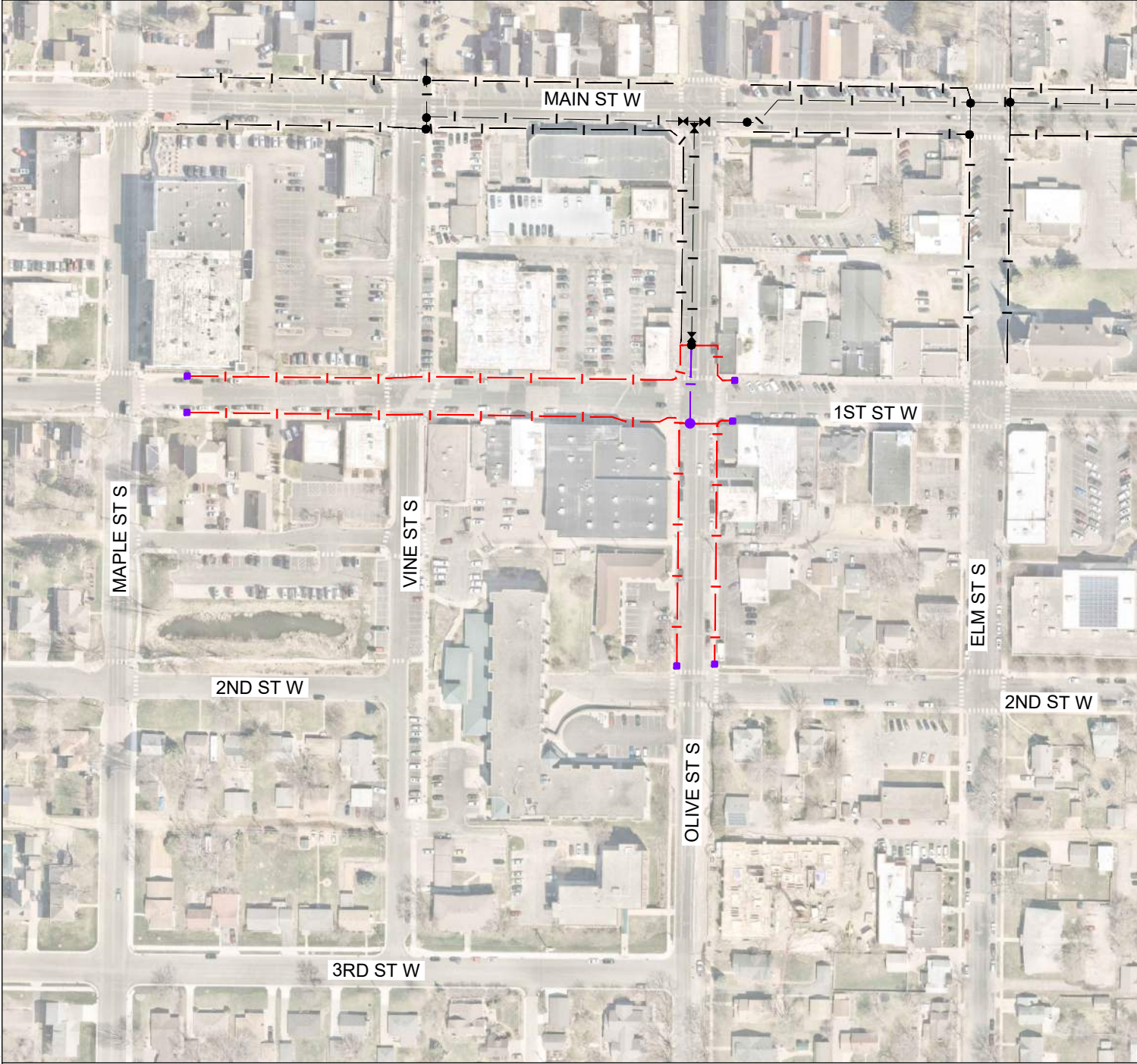


LEGEND

	EXISTING WATERMAIN
	REPLACE WATERMAIN
	REPLACE WATER SERVICE
	HYDRANTS AND VALVES




HORIZ. SCALE FEET



LEGEND

— | — | — | — EXISTING IRRIGATION SYSTEM

— | — | — | — 4" IRRIGATION MAIN

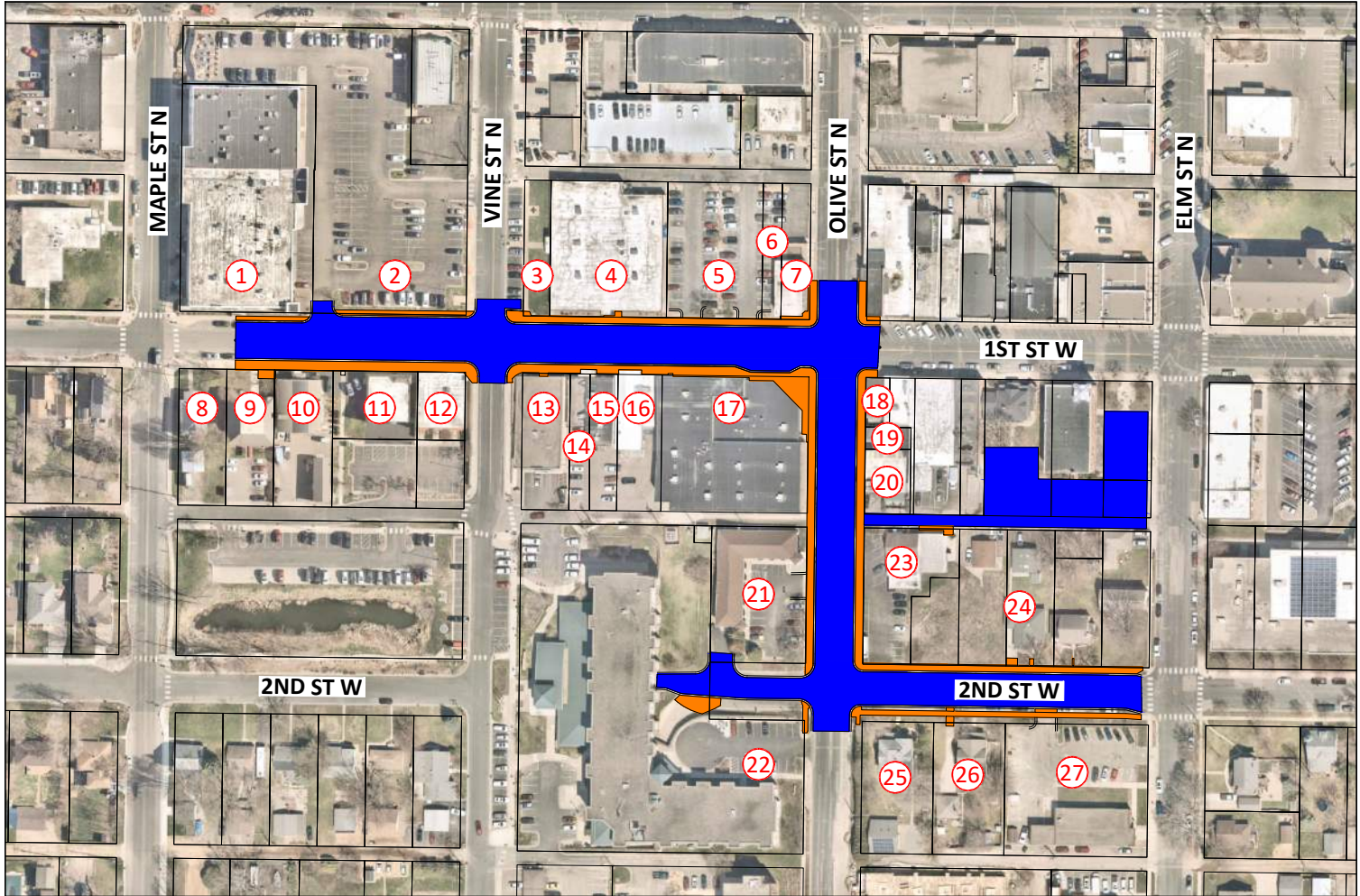
— | — | — | — 1" IRRIGATION PIPE

● ACCESS MANHOLE

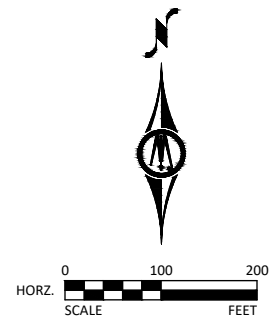
■ BLOWOFF IN CONCRETE MANHOLE



0 100 200
 HORZ. SCALE FEET



PROP. NO.	P.I.D.	OWNER	PROPERTY ADDRESS
1	750502980	WACONIA SQUARE LLC	236 1ST ST W
2	750503030	WACONIA CITY	217 MAIN ST W
3	750502830	WACONIA CITY	NA
4	750502820	PROMISE COMMUNITY CHURCH	138 1ST ST W
5	750502800	WACONIA EDA	116 1ST ST W
6	750502790	WACONIA EDA	106 1ST ST W
7	750502780	JNIN LLC	100 1ST ST W
8	750501250	THE CUTTING EDGE SALON OF WACONIA LLC	241 1ST ST W
9	750501260	QVF PROPERTIES LLC	233 1ST ST W
10	750501270	S&C PROPERTIES LLC	225 1ST ST W
11	750501291	SEGNER-PEITZ PROPERTIES LLC	209 1ST ST W
12	750501300	STEP WEST LLC	201 1ST ST W
13	750501370	LIFT MANAGEMENT SERVICES LLP	141 1ST ST W
14	750501390	BERRY PROPERTIES LLC	137 1ST ST W
15	750501380	PAVING INVESTMENTS LLC	133 1ST ST W
16	750501400	JD RENTALS LLPA	125 1ST ST W
17	750501420	SPIRIT MASTER FUNDING X LLC	101 1ST ST W
18	750501520	GERALD A & JANE M EVESLAGE	41 1ST ST W
19	750501540	JDS LLC	115 OLIVE ST S
20	750501530	P & D WACONIA PROPERTIES LLC	119 OLIVE ST S
21	750501340	OLIVE STREET PARTNERS LLC	132 OLIVE ST S
22	754800010	WACONIA CITY	201 VINE ST S
23	750501511	STEVEN J YETZER	125 OLIVE ST S
24	PENDING (750501505)	OLIVE AND SECOND LLC (INCLUDES PENDING SALES OF PROPERTIES OWNED BY STEVEN YETZER & CITY OF WACONIA)	24 2ND ST W
	PENDING (750501480)		16 2ND ST W
	PENDING (750501460)		8 2ND ST W
	PENDING (750501450)		136 ELM ST S
25	750500580	JESSE AND JAMIE BERSTROM LIVING TRUST	41 2ND ST W
26	750500590	MICHAEL DEHN	25 2ND ST W
27	750500600	MARWAY PROPERTIES LLC	208 ELM ST S



APPENDIX B

ITEMIZED COST ESTIMATES

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

STREET RECONSTRUCTION (ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$49,000.00	\$49,000.00
2	REMOVE CONCRETE CURB & GUTTER	LIN FT	3,428	\$6.25	\$21,425.00
3	REMOVE BITUMINOUS PAVEMENT	SQ YD	9,090	\$4.00	\$36,360.00
4	REMOVE CONCRETE DRIVEWAY	SQ FT	3,101	\$3.25	\$10,078.25
5	REMOVE BITUMINOUS DRIVEWAY	SQ FT	6,744	\$2.00	\$13,488.00
6	REMOVE PAVER DRIVEWAY	SQ FT	110	\$5.00	\$550.00
7	REMOVE DRAINAGE STRUCTURE	EACH	21	\$600.00	\$12,600.00
8	REMOVE DRAINAGE PIPE	LIN FT	1,177	\$16.00	\$18,832.00
9	COMMON EXCAVATION (EV)	CU YD	5,107	\$26.00	\$132,782.00
10	GEOTEXTILE FABRIC	SQ YD	7,504	\$2.50	\$18,760.00
11	AGGREGATE BASE CLASS 5 (CV) - 8" DEPTH	TON	3,245	\$31.00	\$100,595.00
12	CONCRETE CURB & GUTTER (B618)	LIN FT	3,641	\$25.00	\$91,025.00
13	BITUMINOUS NON-WEAR COURSE - 3.0" DEPTH	TON	1,069	\$85.00	\$90,865.00
14	BITUMINOUS WEAR COURSE - 1.5" DEPTH	TON	535	\$99.00	\$52,965.00
15	3" BITUMINOUS DRIVEWAY	SQ FT	6,774	\$6.25	\$42,337.50
16	6" CONCRETE DRIVEWAY	SQ FT	4,110	\$15.00	\$61,650.00
17	CONSTRUCT DRAINAGE STRUC. DES 2'X3'	EACH	7	\$2,000.00	\$14,000.00
18	CONSTRUCT DRAINAGE STRUC. DES 4020-48	EACH	4	\$7,000.00	\$28,000.00
19	CONSTRUCT DRAINAGE STRUC. DES 4022-48	EACH	9	\$7,000.00	\$63,000.00
20	15" RC PIPE SEWER DES 3006 CL V	LIN FT	781	\$82.00	\$64,042.00
21	18" RC PIPE SEWER DES 3006 CL V	LIN FT	334	\$88.00	\$29,392.00
22	21" RC PIPE SEWER DES 3006 CL V	LIN FT	140	\$90.00	\$12,600.00
23	24" RC PIPE SEWER DES 3006 CL V	LIN FT	172	\$92.00	\$15,824.00
24	CASTING ASSEMBLY (STORM)	EACH	20	\$1,100.00	\$22,000.00
25	ADJUST CASTING (STORM)	EACH	2	\$680.00	\$1,360.00
26	CONNECT TO EXISTING STORM SEWER	EACH	7	\$2,000.00	\$14,000.00
27	LANDSCAPING	ALLOWANCE	1	\$10,000.00	\$10,000.00
28	IRRIGATION & DOG FENCE REPAIR	ALLOWANCE	1	\$1,000.00	\$1,000.00

	SUBTOTAL:	\$1,028,530.75
	CONTINGENCIES (10%):	\$102,853.08
	ESTIMATED CONSTRUCTION COST:	\$1,131,383.83
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):		\$339,415.15
	TOTAL ESTIMATED PROJECT COST:	\$1,470,798.97

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

STREET RECONSTRUCTION (EXTRA SECTION - NON-ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$98,000.00	\$98,000.00
2	TRAFFIC CONTROL	LUMP SUM	1	\$50,000.00	\$50,000.00
3	CLEAR & GRUB TREE	EACH	12	\$1,300.00	\$15,600.00
4	REMOVE CONCRETE STAIRS	SQ FT	168	\$12.00	\$2,016.00
5	REMOVE BITUMINOUS PAVEMENT	SQ YD	539	\$4.00	\$2,156.00
6	REMOVE BITUMINOUS DRIVEWAY	SQ FT	4,379	\$2.00	\$8,758.00
7	REMOVE SIGN	EACH	35	\$350.00	\$12,250.00
8	COMMON EXCAVATION (EV)	CU YD	5,284	\$26.00	\$137,384.00
9	SUBGRADE EXCAVATION (EV)	CU YD	4,269	\$26.00	\$110,994.00
10	GEOTEXTILE FABRIC	SQ YD	4,092	\$2.50	\$10,230.00
11	AGGREGATE BASE CLASS 5 (CV) - 12" DEPTH	TON	1,678	\$31.00	\$52,018.00
12	AGGREGATE BASE CLASS 5 (CV) - 9" DEPTH	TON	870	\$31.00	\$26,970.00
13	AGGREGATE BASE CLASS 5 (CV) - 4" DEPTH	TON	1,619	\$31.00	\$50,189.00
14	STABILIZING AGGREGATE (CV)	CU YD	4,269	\$31.00	\$132,339.00
15	SELECT GRANULAR BORROW (CV) - 12" DEPTH	CU YD	3,575	\$31.00	\$110,825.00
16	BITUMINOUS NON-WEAR COURSE - 3.0" DEPTH	TON	849	\$85.00	\$72,165.00
17	BITUMINOUS WEAR COURSE - 1.5" DEPTH	TON	127	\$99.00	\$12,573.00
18	BITUMINOUS WEAR COURSE - 2.0" DEPTH	TON	716	\$99.00	\$70,884.00
19	BITUMINOUS WEAR COURSE - 3.5" DEPTH	TON	503	\$99.00	\$49,797.00
20	PAVER SIDEWALK	SQ FT	105	\$25.00	\$2,625.00
21	3" BITUMINOUS DRIVEWAY	SQ FT	4,379	\$6.25	\$27,365.63
22	4" SOLID DOUBLE YELLOW LINE	LIN FT	649	\$1.50	\$973.35
23	4" SOLID LINE WHITE	LIN FT	1,000	\$1.25	\$1,250.00
24	PAVEMENT MARKINGS	EACH	3	\$275.00	\$825.00
25	CONCRETE STAIRS	SQ FT	254	\$75.00	\$19,012.50
26	SUMP PUMP SERVICE CONNECTION	EACH	7	\$315.00	\$2,205.00
27	CONSTRUCT DRAINAGE STRUC. DES 4020-48	EACH	3	\$7,000.00	\$21,000.00
28	CONSTRUCT WEIR STRUCTURE	EACH	1	\$12,000.00	\$12,000.00
29	24" RC PIPE SEWER DES 3006 CL V	LIN FT	210	\$92.00	\$19,320.00
30	CASTING ASSEMBLY (STORM)	EACH	3	\$1,100.00	\$3,300.00
31	STORMWATER TREATMENT	LUMP SUM	1	\$325,000.00	\$325,000.00
32	4" PERFORATED EDGE DRAIN	LIN FT	3,537	\$20.00	\$70,740.00
33	4" HDPE DRAIN TILE CLEANOUT	EACH	12	\$300.00	\$3,600.00
34	6" PVC DRAINTILE	LIN FT	300	\$23.00	\$6,900.00
35	CONNECT TO EXISTING DRAINTILE	EACH	6	\$1,300.00	\$7,800.00
36	ROCK CONSTRUCTION ENTRANCE	EACH	3	\$2,000.00	\$6,000.00
37	SOD TYPE LAWN	SQ YD	2,303	\$14.00	\$32,235.00
38	TOPSOIL BORROW (LV)	CU YD	330	\$45.00	\$14,852.25
39	FURNISH & INSTALL SIGN	EACH	35	\$475.00	\$16,625.00
40	2 1/2" CALIPER DECIDUOUS TREE	EACH	12	\$900.00	\$10,800.00
41	BUSINESS SIGNAGE	ALLOWANCE	1	\$15,000.00	\$15,000.00
42	REPAIR EXTERIOR BUILDING FAÇADE	ALLOWANCE	1	\$20,000.00	\$20,000.00
43	STREET LIGHTING & WAYFINDING SIGNAGE	LUMP SUM	1	\$300,000.00	\$300,000.00
44	BURY OVERHEAD POWER	LUMP SUM	1	\$50,000.00	\$50,000.00
45	BURY ELECTRIC SERVICE	EACH	4	\$5,000.00	\$20,000.00
46	CONSTRUCTION TRAILER MOBILIZATION & SETUP	LUMP SUM	1	\$4,000.00	\$4,000.00
47	LANDSCAPING	ALLOWANCE	1	\$10,000.00	\$10,000.00

	SUBTOTAL:	\$2,048,576.73
	CONTINGENCIES (10%):	\$204,857.67
	ESTIMATED CONSTRUCTION COST:	\$2,253,434.40
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):		\$676,030.32
TOTAL ESTIMATED PROJECT COST:		\$2,929,464.72

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

PARKING LOT RECONSTRUCTION (NON-ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$7,000.00	\$7,000.00
2	TRAFFIC CONTROL	LUMP SUM	1	\$1,500.00	\$1,500.00
3	ROCK CONSTRUCTION ENTRANCE	EACH	1	\$2,000.00	\$2,000.00
4	REMOVE CONCRETE CURB & GUTTER	LIN FT	123	\$6.25	\$768.75
5	CLEAR & GRUB TREE	EACH	4	\$1,300.00	\$5,200.00
6	REMOVE BITUMINOUS PAVEMENT	SQ YD	947	\$4.00	\$3,788.00
7	REMOVE CONCRETE DRIVEWAY/WALK	SQ FT	1,927	\$3.25	\$6,262.75
8	COMMON EXCAVATION (EV)	CU YD	867	\$26.00	\$22,542.00
9	SUBGRADE EXCAVATION (EV)	CU YD	73	\$26.00	\$1,898.00
10	GEOTEXTILE FABRIC	SQ YD	1,721	\$2.50	\$4,302.50
11	AGGREGATE BASE CLASS 5 (CV) - 9" DEPTH	TON	877	\$31.00	\$27,187.00
12	STABILIZING AGGREGATE (CV)	CU YD	73	\$31.00	\$2,263.00
13	BITUMINOUS NON-WEAR COURSE - 3.0" DEPTH	TON	253	\$85.00	\$21,505.00
14	BITUMINOUS WEAR COURSE - 1.5" DEPTH	TON	127	\$99.00	\$12,573.00
15	CONSTRUCT DRAINAGE STRUC. DES G	EACH	1	\$2,500.00	\$2,500.00
16	CONSTRUCT DRAINAGE STRUC. DES 2'X3'	EACH	1	\$3,750.00	\$3,750.00
17	15" RC PIPE SEWER DES 3006 CL V	LIN FT	150	\$82.00	\$12,300.00
18	CASTING ASSEMBLY (STORM)	EACH	3	\$1,100.00	\$3,300.00
19	CONNECT TO EXISTING ROOF DRAIN	EACH	2	\$1,000.00	\$2,000.00
20	STORM DRAIN INLET PROTECTION	EACH	8	\$150.00	\$1,200.00
21	BIOROLL	LIN FT	475	\$3.50	\$1,662.50
22	4" CONCRETE WALK (w/ AGG. CL 5 BASE)	SQ FT	3,101	\$9.25	\$28,684.25
23	PEDESTRIAN RAMP	EACH	3	\$3,500.00	\$10,500.00
24	6" CONCRETE DRIVEWAY	SQ FT	163	\$15.00	\$2,445.00
25	4" SOLID LINE WHITE	LIN FT	3,589	\$1.25	\$4,486.25
26	PAVEMENT MARKINGS	EACH	3	\$275.00	\$825.00
27	SOD TYPE LAWN	SQ YD	128	\$14.00	\$1,792.00
28	TOPSOIL BORROW (LV)	CU YD	17	\$45.00	\$765.00
29	LANDSCAPING	ALLOWANCE	1	\$20,000.00	\$20,000.00
30	REPAIR EXTERIOR BUILDING FAÇADE	ALLOWANCE	1	\$5,000.00	\$5,000.00

SUBTOTAL:	\$220,000.00
CONTINGENCIES (10%):	\$22,000.00
ESTIMATED CONSTRUCTION COST:	\$242,000.00
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):	\$72,600.00
TOTAL ESTIMATED PROJECT COST:	\$314,600.00

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

SIDEWALK (NON-ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	REMOVE CONCRETE WALK	SQ FT	24,431	\$2.25	\$54,969.75
2	REMOVE RAILING	LIN FT	37	\$15.00	\$551.25
3	4" CONCRETE WALK (w/ AGG. CL 5 BASE)	SQ FT	31,023	\$9.25	\$286,962.75
4	BUSINESS ENTRANCE MODIFICATIONS	ALLOWANCE	1	\$7,500.00	\$7,500.00
5	PEDESTRIAN RAMP	EACH	20	\$3,500.00	\$70,000.00
6	CONSTRUCT RETAINING WALL	SQ FT	320	\$55.00	\$17,600.00
7	METAL RAILING	LIN FT	32	\$75.00	\$2,362.50
8	CROSSWALK EXPOXY	SQ FT	1,474	\$3.00	\$4,422.00

	SUBTOTAL:	\$444,368.25
	CONTINGENCIES (10%):	\$44,436.83
	ESTIMATED CONSTRUCTION COST:	\$488,805.08
	ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):	\$146,641.52
	TOTAL ESTIMATED PROJECT COST:	\$635,446.60

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

SANITARY SEWER RECONSTRUCTION (ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$18,000.00	\$18,000.00
2	REMOVE SANITARY MANHOLE	EACH	7	\$800.00	\$5,600.00
3	REMOVE SANITARY PIPE	LIN FT	1,874	\$11.00	\$20,614.00
4	REMOVE SANITARY SERVICE PIPE	LIN FT	945	\$5.00	\$4,725.00
5	EXTERNAL CHIMNEY SEAL	EACH	8	\$400.00	\$3,200.00
6	8" PVC PIPE SEWER SDR 35	LIN FT	1,684	\$82.00	\$138,088.00
7	6" PVC PIPE SEWER SERVICE SDR 26	LIN FT	1,010	\$50.00	\$50,500.00
8	8" X 6" SERVICE WYE	EACH	21	\$625.00	\$13,125.00
9	CONSTRUCT SANITARY MANHOLE	EACH	8	\$8,250.00	\$66,000.00
10	CONSTRUCT MANHOLE GREASE TRAP	EACH	1	\$9,500.00	\$9,500.00
11	CASTING ASSEMBLY (SANITARY)	EACH	8	\$1,100.00	\$8,800.00
12	CONNECT TO EXISTING SANITARY SEWER PIPE	EACH	4	\$4,200.00	\$16,800.00
13	CONNECT TO EXISTING SANITARY SERVICE	EACH	25	\$875.00	\$21,875.00

	<i>SUBTOTAL:</i>	<i>\$376,827.00</i>
	<i>CONTINGENCIES (10%)</i>	<i>\$37,682.70</i>
	<i>ESTIMATED CONSTRUCTION COST:</i>	<i>\$414,509.70</i>
<i>ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):</i>		<i>\$124,352.91</i>
<i>TOTAL ESTIMATED PROJECT COST:</i>		<i>\$538,862.61</i>

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

SANITARY SEWER RECONSTRUCTION (NON-ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$2,000.00	\$2,000.00
2	BYPASS PUMPING	LUMP SUM	1	\$15,000.00	\$15,000.00
3	VIBRATION MONITORING	LUMP SUM	1	\$17,500.00	\$17,500.00

	<i>SUBTOTAL:</i>	<i>\$34,500.00</i>
	<i>CONTINGENCIES (10%):</i>	<i>\$3,450.00</i>
	<i>ESTIMATED CONSTRUCTION COST:</i>	<i>\$37,950.00</i>
<i>ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):</i>		<i>\$11,385.00</i>
<i>TOTAL ESTIMATED PROJECT COST:</i>		<i>\$49,335.00</i>

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

WATERMAIN RECONSTRUCTION (ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$29,000.00	\$29,000.00
2	REMOVE WATERMAIN	LIN FT	1,955	\$7.00	\$13,685.00
3	REMOVE WATERMAIN SERVICE	LIN FT	934	\$3.00	\$2,802.00
4	REMOVE GATE VALVE & BOX	EACH	14	\$325.00	\$4,550.00
5	REMOVE HYDRANT	EACH	4	\$500.00	\$2,000.00
6	6" DIP WATERMAIN	LIN FT	256	\$88.00	\$22,528.00
7	8" PVC WATERMAIN	LIN FT	1,177	\$79.00	\$92,983.00
8	10" PVC WATERMAIN	LIN FT	788	\$95.00	\$74,860.00
9	3 LB ANODE	EACH	8	\$150.00	\$1,200.00
10	9 LB ANODE	EACH	10	\$250.00	\$2,500.00
11	WATERMAIN FITTINGS	POUND	2,888	\$16.00	\$46,208.00
12	6" GATE VALVE & BOX	EACH	8	\$3,000.00	\$24,000.00
13	8" GATE VALVE & BOX	EACH	8	\$4,500.00	\$36,000.00
14	10" GATE VALVE & BOX	EACH	4	\$5,500.00	\$22,000.00
15	1" CORPORATION STOP	EACH	24	\$900.00	\$21,600.00
16	1" SERVICE PIPE (OPEN CUT)	LIN FT	536	\$46.00	\$24,656.00
17	1" SERVICE PIPE (PULLED)	LIN FT	660	\$100.00	\$66,000.00
18	HYDRANT	EACH	4	\$8,500.00	\$34,000.00
19	WATER SERVICE CASTING ASSEMBLY	EACH	24	\$450.00	\$10,800.00
20	TRACER WIRE ACCESS BOX	EACH	1	\$300.00	\$300.00
21	TEMPORARY WATER SYSTEM	LUMP SUM	1	\$30,000.00	\$30,000.00
22	CONNECT TO EXISTING WATER SERVICE	EACH	24	\$750.00	\$18,000.00
23	CONNECT TO EXISTING WATERMAIN	EACH	6	\$4,000.00	\$24,000.00

SUBTOTAL: \$603,672.00
 CONTINGENCIES (10%): \$60,367.20
 ESTIMATED CONSTRUCTION COST: \$664,039.20
 ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%): \$199,211.76
TOTAL ESTIMATED PROJECT COST: \$863,250.96

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

WATERMAIN RECONSTRUCTION (NON-ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$12,000.00	\$12,000.00
2	BORE FOUNDATION WALL/REMOVE & REPLACE FLOOR	EACH	14	\$1,300.00	\$18,200.00
3	RESET WATER METER & ADJUST PIPING	EACH	14	\$1,500.00	\$21,000.00
4	MOVE ELECTRICAL GROUND FROM WATER SERVICE	EACH	14	\$500.00	\$7,000.00
5	HAND EXCAVATION TO CONNECT WATER SERVICE (IN CRAWL SPACE)	EACH	14	\$750.00	\$10,500.00
6	CATHODIC PROTECTION TEST STATION	EACH	1	\$2,000.00	\$2,000.00
7	VIBRATION MONITORING	LUMP SUM	1	\$17,500.00	\$17,500.00
8	4" CONDUIT FOR IRRIGATION MAIN	LIN FT	2,304	\$12.00	\$27,648.00
9	1" IRRIGATION MAIN HDD	LIN FT	2,304	\$12.00	\$27,648.00
10	4" IRRIGATION MAIN HDD	LIN FT	116	\$28.00	\$3,248.00
11	CONNECT TO EXISTING IRRIGATION MAIN	EACH	1	\$750.00	\$750.00
12	IRRIGATION ACCESS MANHOLE CASTING	EACH	1	\$1,300.00	\$1,300.00
13	IRRIGATION BLOWOFF STRUCTURE CASTING	EACH	6	\$1,250.00	\$7,500.00
14	IRRIG. CONNECTOR IN PRECAST CONC. HANDHOLE	EACH	12	\$1,800.00	\$21,600.00
15	DUCTILE IRON FITTINGS (IRRIGATION)	LUMP SUM	1	\$5,500.00	\$5,500.00
16	BLOWOFF IN PRECAST CONCRETE HANDHOLE (60")	EACH	6	\$7,500.00	\$45,000.00
17	ACCESS MANHOLE (60")	EACH	1	\$8,200.00	\$8,200.00

SUBTOTAL: \$236,594.00
 CONTINGENCIES (10%): \$23,659.40
 ESTIMATED CONSTRUCTION COST: \$260,253.40
 ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%): \$78,076.02
TOTAL ESTIMATED PROJECT COST: \$338,329.42

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

STORM SEWER IN ALLEY - DEVELOPER COSTS MINUS OVERSIZING

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	CONSTRUCT DRAINAGE STRUC. DES 4020-48	EACH	3	\$8,000.00	\$24,000.00
2	24" RC PIPE SEWER DES 3006 CL V	LIN FT	272	\$92.00	\$25,024.00
3	CASTING ASSEMBLY (STORM)	EACH	3	\$1,100.00	\$3,300.00
4	CONNECT TO EXISTING STORM SEWER	EACH	1	\$2,000.00	\$2,000.00

SUBTOTAL: \$54,324.00
 CONTINGENCIES (10%): \$5,432.40
 ESTIMATED CONSTRUCTION COST: \$59,756.40
 ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%): \$17,926.92
TOTAL ESTIMATED PROJECT COST: \$77,683.32

TOTAL ESTIMATED STORM SEWER OVERSIZING COSTS: \$10,719.96

TOTAL ESTIMATED DEVELOPER COST: \$66,963.36

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

ALLEY COST ESTIMATE

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	COMMON EXCAVATION (EV)	CU YD	257	\$26.00	\$6,682.00
2	SUBGRADE EXCAVATION (EV)	CU YD	20	\$26.00	\$520.00
3	GEOTEXTILE FABRIC	SQ YD	579	\$2.50	\$1,447.50
4	AGGREGATE BASE CLASS 5 (CV) - 9" DEPTH	TON	287	\$31.00	\$8,897.00
5	STABILIZING AGGREGATE (CV)	CU YD	20	\$31.00	\$620.00
6	BITUMINOUS NON-WEAR COURSE - 3.0" DEPTH	TON	91	\$85.00	\$7,735.00
7	BITUMINOUS WEAR COURSE - 1.5" DEPTH	TON	47	\$99.00	\$4,653.00
8	3" BITUMINOUS DRIVEWAY	SQ FT	1,578	\$5.00	\$7,890.00

SUBTOTAL:	\$38,444.50
CONTINGENCIES (10%):	\$3,844.45
ESTIMATED CONSTRUCTION COST:	\$42,288.95
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):	\$12,686.69
TOTAL ESTIMATED PROJECT COST:	\$54,975.64
TOTAL COST PER LINEAR FOOT	\$166.59

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

SIDEWALK (DEVELOPER COST SHARING - OLIVE STREET & 2ND STREET)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	REMOVE CONCRETE WALK	SQ FT	2,252	\$2.25	\$5,067.00
2	4" CONCRETE WALK (w/ AGG. CL 5 BASE)	SQ FT	3,652	\$9.25	\$33,781.00
3	PEDESTRIAN RAMP	EACH	2	\$3,500.00	\$7,000.00

SUBTOTAL:	\$45,848.00
CONTINGENCIES (10%):	\$4,584.80
ESTIMATED CONSTRUCTION COST:	\$50,432.80
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):	\$15,129.84
TOTAL ESTIMATED PROJECT COST:	\$65,562.64

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

SIDEWALK (DEVELOPER COST SHARING - ELM STREET)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	REMOVE CONCRETE WALK	SQ FT	1,065	\$2.25	\$2,395.58
2	4" CONCRETE WALK (w/ AGG. CL 5 BASE)	SQ FT	1,369	\$9.25	\$12,658.63
3	PEDESTRIAN RAMP	EACH	4	\$3,500.00	\$14,000.00

SUBTOTAL:	\$29,054.20
CONTINGENCIES (10%):	\$2,905.42
ESTIMATED CONSTRUCTION COST:	\$31,959.62
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):	\$9,587.89
TOTAL ESTIMATED PROJECT COST:	\$41,547.51

APPENDIX C

CITY ASSESSMENT POLICY

Section Extracted from City of Waconia Financial Policy & Guidelines
Last Amended June 19, 2017

Special Assessments

The financing for reconstruction projects is through the sale of General Obligation 429 Improvement Bonds. Minnesota State Statute requires a minimum assessed percentage of 20% for projects financed with 429 bonds.

With each reconstruction project, a feasibility study is completed and approved by the City Council. Once a draft of the feasibility study is complete, City staff will share the information with a qualified appraiser to determine the special benefit to each property in the reconstruction area. The City Council will use this appraisal information as a basis for finalizing the special assessments due by property owners for reconstruction projects.

Assessment Policy Summary:

- The portion of the project costs assessed to the abutting property owner shall be based on a linear front footage basis of the parcel or unit basis.
- The City pays 50% of the total project cost of a standard local street section and 100% of the cost of extra width and extra depth above the city standard local street section.
- Storm sewer costs are to be included in the total project cost of a city standard local street, assessed 50% (and City pays 50%), in accordance with the Street Assessment Policy.
- All or some of the following improvements may be incorporated in a reconstruction project. Costs for these improvements will be included in the overall project cost, with a contribution from the City: storm water ponding, street lights, relocation of overhead power lines, street signs, sidewalks and trails, and boulevard trees.
- Corner lots and parcels with multiple frontages shall be assessed 50% of the front footage on each side.
- A minimum assessment shall be levied to parcels identified within the project area having neither direct primary nor non-primary access to affected streets. The assessment shall be equal to 75% of the typical front footage identified within the project area. Parcels abutting county roads are exempt from this provision.
- Assessments will not be levied for seal coat and overlay operations.
- Assessments may be pre-paid to the City by benefiting properties
- Assessments will be billed to the benefiting property owner by the City; typically over a ten (10) year period, at an interest rate of one percent (1%) over the bond interest rate. Other terms of the assessment receivable may be available to the benefiting property owners.
 - For any project, where all the benefiting property owner(s) are governmental entities (school district, county, state, etc.), the City will assess the benefiting property owner(s) the actual bond interest rate, typically over a ten (10) year period.
- In the case where a benefiting property owner is delinquent in their assessment payment, assessments may be certified to real estate taxes over a ten (10) year period, at an interest rate one percent (1%) over the bond interest rate.
- Partial pre-payments for assessments exceeding \$100,000.00 may be accepted by the City.

Infrastructure Improvement Cost Breakdown & Methodology

Improvement	Type of Construction	Method
Curb & Gutter	New Development	100% of the cost assessed to abutting property owner on linear front footage OR unit basis.
	Reconstruction (Complete)	The portion of the project costs assessed to the abutting property owner shall be based on a linear front footage basis of the parcel.
	Reconstruction (Spot repair)	100% of cost to be included in overall cost of project prior to assessment apportionment in accordance with policy.
Local Street	New Development	100% of the cost assessed to abutting property owner on linear front footage OR per unit basis.
	Reconstruction	50% of the cost to be assessed to abutting property owner on linear front footage OR per unit basis. 50% of the cost to be paid by City.
	Maintenance (Seat coat & overlay)	100% Paid with City funds.
Collector Street as defined by the City's Transportation Plan	New Development	100% of the construction cost of a city standard local street assessed to abutting property owner based on linear front footage OR per unit basis.
	Reconstruction	The portion of the project costs assessed to the abutting property owner shall be based on a linear front footage OR per unit basis. City pays 50% of the cost of the construction of city standard local street and 100% of the cost of construction above a city standard local street.
	Maintenance (Seat coat & overlay)	100% Paid with City funds.
Intersection	New Development	100% of the cost to be included as part of street project and apportioned according to appropriate street construction category.
	Reconstruction	100% of cost to be included in overall cost of project prior to assessment apportionment in accordance with policy.
Multiple Fronted Parcels - Corner Lot - Double Fronted Lot - Large Parcels - Etc.	Reconstruction	Front footage to be used in assessment methods described herein shall be calculated as follows: - 50% of the front footage on all sides of the parcel. 50% of the cost to be paid with City funds.

Table continues on next page

Improvement	Type of Construction	Method
Parcels with no driveway access to primary and non-primary streets.	Reconstruction	A minimum assessment shall be levied to parcels identified within the project area having no direct driveway access to neither primary nor non-primary streets, i.e. alley access. The assessment shall be equal to 75% of the typical front footage identified within the project area. Parcels abutting county roads are exempt from this provision.
Alley	New Development	100% of the cost assessed to abutting property owner on linear front footage OR per unit basis.
	Reconstruction	50% of the cost to be assessed to abutting property owner on linear front footage OR per unit basis. 50% of the cost to be paid with City funds.
Sanitary Sewer Trunk/Lateral	New Development	100% of the cost assessed to benefited area on unit basis.
	Reconstruction	50% of the cost assessed to benefited area on unit basis. 50% of the cost to be paid with City funds.
	Maintenance	100% of the cost to be paid with City funds.
Sanitary Sewer Service	New Development	100% of cost assessed to property owner.
	Reconstruction (Including main)	50% of the cost assessed to benefited area on a unit basis. 50% of the cost to be paid with City funds.
	Reconstruction (Stand alone service replacement)	100% of cost assessed to property owner.
Sanitary Sewer Oversizing	New Development	100% paid with City funds. (Materials cost above 8-inch pipe plus 20% for handling and installation.)
	Reconstruction	100% paid with City funds. (Materials cost above 8-inch pipe plus 20% for handling and installation.)
Lift Station	New Development	100% of the cost assessed to benefited area on a per unit basis.
Water Trunk/Lateral	New Development	100% of the cost assessed to benefited area on unit basis.
	Reconstruction	50% of the cost assessed to benefited area on unit basis. 50% of cost to be paid with City funds.
	Maintenance	100% of the cost to be paid with City funds.
Water Service	New Development	100% of cost assessed to property owner.
	Reconstruction (Including main)	50% of the cost assessed to benefited area on a unit basis. 50% of the cost to be paid with City funds.
	Reconstruction (Stand alone service replacement)	100% of cost assessed to property owner.
Water Oversizing	New Development	100% paid with City funds. (Materials cost above 8-inch pipe plus 20% for handling and installation.)
	Reconstruction	100% paid with City funds. (Materials cost above 8-inch pipe plus 20% for handling and installation.)
Storm Sewer Trunk/Lateral	New Development	100% of the cost assessed to benefited area on unit basis.
	Reconstruction	50% of the cost to be assessed to abutting property owner on linear front footage OR per unit basis. 50% of the cost to be paid with City funds.
	Maintenance	100% of the cost to be paid with City funds.
Storm Water Ponding	New Development	100% assessed to development.
	Reconstruction	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
	Maintenance	100% of the cost to be paid with City funds.

Table continues on next page

Improvement	Type of Construction	Method
Overhead Power Lines	Relocation	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
Street Lights	New Development	100% of material and installation cost on a unit basis paid by developer.
	Reconstruction	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
	Maintenance	100% of the cost to be paid with City funds.
Street Signs	New Development	100% of material and installation cost on a unit basis paid by developer.
	Reconstruction	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
	Maintenance	100% of the cost to be paid with City funds.
Sidewalks & Trails	New Development	100% of cost assessed on a unit basis to development.
	Reconstruction	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
	Maintenance	100% of the cost to be paid with City funds.
Boulevard Trees	New Development	100% of cost paid by developer.
	Reconstruction	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
	Maintenance	100% of the cost to be paid with City funds.

Deferred Special Assessments

Hardship Assessment Deferral for Senior Citizens, People with Disabilities, or Members of the National Guard or other Reserves Ordered to Active Military Service.

Pursuant to the authority for deferring special assessments as provided in Minnesota State Statute Section 435.193 through 435.195, the City Council may, in its discretion, defer the payment of special assessments for any homestead property owned by a person 65 years of age or older, one retired by virtue of a permanent and total disability, or a member of the National Guard or other reserves ordered to active military service for whom it would be a hardship to make the payments.

Eligibility

Any person 65 years of age or older, permanently and totally disabled (as determined by the Social Security Administrator), or a member of the National Guard or other reserve ordered to active military service may request deferment of special assessments levied against real property for public improvements if the following conditions are met.

1. **Ownership.** The applicant must be the fee simple owner of the property or must be a contract vendee for fee simple ownership. An applicant must provide either a recorded deed or contract for deed with the application to establish a qualified ownership interest as required here.
2. **Homestead.** The property must be the applicant's principal place of domicile and classified on the City's and County's real estate tax rolls as the applicant's homestead.

3. Income. The income threshold for eligibility of those applicants 65 years of age and older or disabled be established by the most recent U.S. Census Bureau Poverty Threshold compilations. Income eligibility would be determined by the submittal of the most recent federal tax filing form.

Interest on Deferred Assessment

Interest on the deferred assessment shall be forgiven until December 31st of the year before the first installment is payable.

Deferment Period

The deferment shall be granted for as long a period of time as the hardship exists and the conditions aforementioned have been met. However, it shall be the duty of the applicant to notify the City Administrator of any change in status that would affect eligibility or deferment.

The entire amount of deferred special assessments shall be due within sixty (60) days after loss of eligibility by the applicant. If the special assessment is not paid within the sixty (60) days, the City Administrator shall add thereto interest at a per annum interest rate of one percent (1%) above the bond interest rate and the total amount of principal and interest shall be certified to the County Auditor for collection with taxes the following year. Should the applicant demonstrate to the satisfaction of the City Council that full repayment of the deferred special assessment would cause the applicant particular undue financial hardship, the Council may order that the applicant pay within sixty (60) days a sum equal to the number of installments of deferred special assessments outstanding and unpaid to date, including principal and interest, with the balance thereafter paid according to the terms and conditions of the original special assessments.

Termination of Deferral Status

The option to defer the payment of special assessment shall terminate and all amounts accumulated plus applicable interest shall become due upon the occurrence of any one of the following events:

1. Sale of Property. The subject is sold, transferred, or subdivided in whole or in part.
2. Death of Owner. The death of the fee owner qualified for deferral status unless a surviving joint tenant, tenant in common, or contract vendee is eligible for the deferral benefit provided hereunder.
3. Nonhomestead Property. The subject property loses its homestead status for any reason.
4. No Hardship. The City Council determines that there would be no hardship to require an immediate or partial payment of the deferred special assessment.

Filing for Federal Status/Fee

An eligible applicant must file an application not later than thirty (30) days after the assessment is adopted by the City Council.

All deferral applications must be made on forms approved by the City and submitted to the City Administrator. The applicant will be charged an administrative filing fee, based on the current fee schedule.

Nothing herein shall be construed to prohibit the determination of hardship on the basis of exceptional and unusual circumstances not covered by the above noted requirements where the determination is made in a nondiscriminatory manner and does not give the applicant an unreasonable preference or advantage over other applicants.

Deferred Assessment Procedures

- Deferred Assessment Application form is provided to applicant/property owner by the City Administrator's Office.
- Applicant fills out the application form and provides the relevant information to document qualification for deferred assessment. Applicant then returns form to City Administrator's Office.
- City Administrator forwards the application to the Finance Director for review of qualifications. Finance Director makes recommendation to City Council to approve or deny the application.
- An approved application may be forwarded to the Carver County Recorder's office for recording and to the Carver County Taxpayer Services Division.
- The deferral information is entered into the City's property records data base.
- At such time the property no longer qualifies for the deferred assessment (upon a transfer of the property, loss of homestead status, or death, no hardship as determined by the Council), the County Auditor/Recorder's office will notify the City of the termination of the deferral status, and direct the party to the City Administrator's office to pay balance on the outstanding deferred assessment amount.

7. That my social security number is _____ Spouse _____
8. That on January 2, 20____ or December 1, 20____ I owned and occupied the above property as my homestead and such occupancy began on _____.
9. That the payments for improvements on the special assessments duly adopted by the City of Waconia as of _____ which have been allocated against the subject property would create undue personal hardship on my behalf and I respectfully request that payment be delayed and that such payments be so deferred for the years 20____ to 20____.

Owner Signature

Owner Signature

=====

I, _____, City Clerk of the City of Waconia, Carver County, State of Minnesota, do hereby certify that the application of _____, above named, has been duly reviewed and that in accordance with the minutes of official record was duly
 _____ **APPROVED** _____ **DENIED** as of _____, 20____.

That in accordance with approval granted, that the payment for special assessments on the applicant's subject property in the amount of \$_____ for the year (s) _____ should be so deferred with interest at the annual rate of _____%, until such time as it is deemed the applicant no longer qualifies or the property loses its eligibility.

Dated _____ 20____

City Clerk

10/2/2008

APPENDIX D

GEOTECHNICAL REPORT

July 23, 2024

Project Number: 21-0538

Mr. Colton Lee, P.E.
Bolton & Menk, Inc
2638 Shadow Lane, Suite 200
Chaska, MN 55318

RE: Geotechnical Exploration Report, City of Waconia Downtown Reconstruction Phase 3 and 4, Waconia, Minnesota

Dear Mr. Lee:

We have completed the geotechnical exploration report for the City of Waconia Downtown Reconstruction Phase 3 and 4 project. Very briefly; we advanced 9 soil borings along the various roadways to characterize subsurface soil and groundwater conditions. Below the pavement section the soil borings generally encountered varying thicknesses of Fill and/or buried topsoil underlain predominantly by clayey glacial till soils that extended to the termination depths of the borings. Portions of the Fill and the buried topsoil were organic in composition and are poor quality soils for utility and pavement support.

Groundwater was not encountered in the borings while drilling and sampling or after removing the augers from the boreholes. We generally do not anticipate groundwater will be encountered during utility installation and/or pavement construction.

Specific details regarding our procedures, results and recommendations follow in the attached geotechnical exploration report.

Thank you for the opportunity to assist you on this project. If you have any questions or need additional information, please contact Paul Gionfriddo at 612-729-2959.

Sincerely,

Haugo GeoTechnical Services



Lucas Mol
Project Manager



Paul Gionfriddo, P.E.
Senior Engineer

GEOTECHNICAL EXPLORATION REPORT

PROJECT:

City of Waconia
Downtown Reconstruction Phase 3 and 4
Waconia, Minnesota

PREPARED FOR:

Bolton & Menk, Inc
2638 Shadow Lane, Suite 200
Chaska, MN 55318

PREPARED BY:

Haugo GeoTechnical Services LLC
2825 Cedar Avenue South
Minneapolis, Minnesota 55407

Haugo GeoTechnical Services Project: 24-0344

July 23, 2024

I hereby certify that this plan, specification, or report was 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.



Paul Gionfriddo, P.E.
Senior Engineer
License Number: 23093



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1.0 INTRODUCTION

1.1 Project Description

Bolton & Menk, Inc. is preparing design and construction documents for the City of Waconia Downtown Reconstruction Phase 3 (2025) and 4 (2026) projects

To aid in their design, Bolton & Menk, Inc. solicited bids to complete a geotechnical exploration for the projects. Haugo GeoTechnical Services, LLC (HGTS), the successful bidder was retained to advance 9 soil borings along the streets slated for improvements to characterize subsurface soil and groundwater conditions.

1.2 Purpose

The purpose of this geotechnical exploration was to characterize subsurface soil and groundwater conditions and provide recommendations for utility and street construction or reconstruction.

1.3 Site Description

Nine (9) soil borings were completed for the project and were taken along downtown business and residential streets. Each street consisted of a 2-lane bituminous paved surface. The streets slated for reconstruction and the soil boring locations are shown on the Revised Soil Boring Map that was prepared and provided by Bolton and Menk. These streets are summarized in Table 1.

Table 1. Downtown Street Reconstruction

Phase 3 - 2025	
Street	Between Streets
1 st Street W	Maple Street S to Olive Street S
Olive Street S	1 st Street W to 2 nd Street W
2 nd Street W	Library to Elm Street S
Phase 4 - 2026	
1 st Street W	Olive Street S to Spruce Street S
Elm Street S	1 st Street W to 2 nd Street W
Pine Street S	1 st Street W to 2 nd Street W
2 nd Street W	Elm Street S to Pine Street S

1.4 Scope of Services

Our services were performed in accordance with the HGTS proposal 21-0538 dated May 27, 2021. Our scope of services was performed under the terms of our General Conditions and limited to the following tasks:

- Calling the Gopher State One Call system to locate existing underground public utilities.
- Completing one (1) standard penetration soil borings extending to a nominal depth of 10 feet.
- Completing six (6) standard penetration soil borings extending to a nominal depth of 20 feet.

- Completing two (2) standard penetration soil borings extending to a nominal depth of 25 feet.
- Sealing the borings in accordance with MDH Regulations, including bituminous patching.
- Obtaining GPS coordinates and ground surface elevations at the soil boring locations. Elevations were subsequently provided by Bolton & Menk.
- Visually classifying samples recovered from the soil borings.
- Performing up to ten moisture content tests and ten P-200 content tests on selected samples.
- Preparing soil boring logs describing the soil types/classifications, N-Value determinations and results of water level measurements.
- Preparing an engineering report summarizing soil and groundwater conditions and providing recommendations for utility and roadway construction.

1.5 Documents Provided

We were provided with a map titled; "Downtown Reconstruction – Soil Boring Map" that was prepared by Bolton & Menk and dated April 2024. The map showed the streets and proposed boring locations superimposed onto an aerial photograph of the area. The locations of soil borings completed for previous street improvement projects near this project were also shown on the map.

The April 2024 Soil Boring Map showed the locations of 10 borings. The number of borings was reduced to 9 and we were subsequently provided a Revised Soil Boring Map that was dated May 2024.

Soil borings were completed in this general area of the city in 2013, 2014, 2020 and 2021 by HGTS and by American Engineering Testing (AET). Log of boring sheets and sketches showing the locations of those borings are included in the Appendix for informational purposes.

1.6 Locations and Elevations

The boring locations were selected and staked in the field by Bolton & Menk. The approximate locations of the soil borings are shown on Revised Soil Boring Map provided by Bolton and Menk.

Ground surface elevations at the boring locations were provided by Bolton & Menk.

2.0 FIELD PROCEDURES

The Standard Penetration Test (SPT) borings were advanced on June 6, 2024 by HGTS with a rotary drilling rig, using continuous flight augers to advance the boreholes. Representative samples were obtained from the borings, using the split-barrel sampling procedures in general accordance with ASTM Specification D-1586. In the split-barrel sampling procedure, a 2-inch O.D. split-barrel spoon is driven into the ground with a 140-pound hammer falling 30 inches. The number of blows required to drive the sampling spoon the last 12 inches of an 18-inch penetration is recorded as the standard penetration resistance value, or "N" value. The results of the standard penetration tests are indicated on the boring log. The samples were sealed in containers and provided to the HGTS office for testing and soil classification.

A field log of each boring was prepared by the HGTS drill crew. The logs contained visual classifications of the soil materials encountered during drilling, as well as the driller's interpretation of the subsurface conditions between samples and water observation notes. The final boring logs included with this report represent an interpretation of the field logs and include modifications based on visual/manual method observation of the samples.

The soil boring logs, general terminology for soil description and identification, and classification of soils for engineering purposes are also included in the appendix. The soil boring logs identify and describe the materials encountered, the relative density or consistency based on the Standard Penetration resistance (N-value, "blows per foot") and groundwater observations.

The strata changes were inferred from the changes in the samples and auger cuttings. The depths shown as changes between strata are only approximate. The changes are likely transitions, variations can occur beyond the location of the boring.

3.0 RESULTS

3.1 Soil Conditions

The soil borings generally encountered 4 main stratigraphic units that included; 1) a pavement section, 2) Fill, 3) buried topsoil, and 4) native glacial till. A brief description of each stratigraphic unit is described below.

Pavement Section Each of the soil borings encountered a pavement section at the surface that consisted of varying thicknesses of bituminous pavement over varying thickness of aggregate base. The bituminous thickness ranged from about 2 ¼ to 7 inches thick with the aggregate base ranging from about 1 to 12 inches thick. The pavement section at boring SB-5 consisted of about 5 inches of bituminous over an approximate 2-inch layer of aggregate over an approximate 2-inch layer bituminous. The pavement section thickness at the boring locations is summarized in Table 2.

Table 2. Summary of Existing Roadway Section

Boring Number	Approximate Bituminous Thickness (inches)	Approximate Aggregate Base Thickness (inches)	Subgrade Soil Type (ASTM)
Phase 3 (2025)			
SB-1	7	8	Buried Topsoil
SB-2	6	6	Buried Topsoil
SB-6	6	12	Buried Topsoil
SB-7	2 ¼	1 ¾	Sandy Lean Clay (CL)
Phase 4 (2026)			
SB-3	6 ½	6	Buried Topsoil & Fill
SB-4	6 ½	1 ¼	Sandy Silt (ML)
SB-5	5	2 & 2 " bituminous	Sandy Lean Clay (CL)
SB-8	5	< 1	Sandy Lean Clay (CL)
SB-9	6	< 1	Fill (CL)

Buried Topsoil Soil borings SB-1, SB-2, SB-3 and SB-6 encountered buried topsoil below the pavement section. The buried topsoil was composed of sandy lean clay that was black to dark grey in color. Organic content tests of the buried topsoil indicated that it was slightly organic with organic contents ranging from about 3 ½ to 4 ½ percent. The buried topsoil extended to depth ranging from about 2 to 4 ½ feet below the pavement surface.

Fill Soil borings SB-3 and SB-9 encountered Fill below the pavement section of the buried topsoil. The Fill was composed of sandy lean clay that extended to depths ranging from about 2 to 4 ½ feet below the pavement surface. The Fill varied from brown to greyish brown to black in color.

The penetration resistance values (N-Values), shown as blows per foot (bpf) on the boring logs, within the clayey Fill soils was 5 bpf. Indicating the Fill had a rather soft consistency.

Glacial Till Below the pavements section, Fill, or buried topsoil the borings encountered glacial till deposits that were composed predominantly of sandy lean clay that extended to the termination depths of the borings.

The exceptions were soil borings SB-4 and SB-5. Soil boring SB-4 encountered sandy silt below the pavement that extend to a depth of about 4 ½ feet. Both boring SB-4 and SB-5 encountered relatively thin layer of sand (poorly graded sand with silt) at about 7 and 9 ½ feet, respectively. The sand layer was estimated to be less than a foot thick at boring SB-4 and was estimated to be about 2 feet thick at boring SB-5.

The N-Values within the native clayey glacial till soils ranged from 3 to 17 bpf. These values indicate the clayey glacial till had a soft to very stiff consistency but was mostly medium to rather stiff. N-Values within the sandy silt poorly graded sand with silt ranged from 9 to 32 bpf, indicating a loose to dense relative density.

3.2 Groundwater

Groundwater was not encountered in the soil borings while drilling and sampling or after removing the augers from the boreholes. Groundwater appears to be below the depths explored by our borings.

Water levels were measured on the dates as noted on the boring logs and the period of water level observations was relatively short. Given the cohesive nature of the soils encountered, it is possible that insufficient time was available for groundwater to seep into the borings and rise to its hydrostatic level. Groundwater monitoring wells or piezometers would be required to more accurately determine water levels. Seasonal and annual fluctuations in the groundwater levels should be expected.

3.3 Laboratory Testing

Laboratory moisture content, organic content, and grain size analyses (gradations) were performed on selected samples recovered from the soil borings. Table 3 summarizes the results of the laboratory moisture content and organic content tests along with the P-200 portion of the grain size analyses. These results are also shown on the boring logs adjacent to the sample tested. The full grain size analyses are included in the Appendix.

Table 3. Summary of Laboratory Analysis

Boring Number	Sample	Depth (feet)	Moisture Content (%) *	P-200 Content (%) *	Organic Content (%) *
SB-1	AU-43	Agg Base	-	9	-
SB-1	SS-44	2 ½	27	-	3 ½
SB-1	SS-46	7 ½	20 ½	-	-
SB-2	AU-51	Agg Base	-	10 ½	-
SB-2	SS-52	2 ½	22	-	-
SB-2	SS-55	10	19	-	-
SB-3	AU-35	Agg Base	-	5	-
SB-3	SS-36	2 ½	25	-	-
SB-3	SS-38	7 ½	19 ½	-	-
SB-4	SS-28	2 ½	16	-	-
SB-4	SS-31	10	20 ½	-	-
SB-5	SS-65	2 ½	15 ½	-	-
SB-5	SS-68	10	7	-	-
SB-6	AU-59	Agg Base	-	11	-
SB-6	SS-60	2 ½	20	-	4 ½
SB-6	SS-61	5	19	-	-
SB-7	SS-21	5	30 ½	-	-
SB-7	SS-23	10	19 ½	-	-
SB-8	SS-11	2 ½	22 ½	-	-
SB-8	SS-13	7 ½	19	-	-
SB-9	SS-4	7 ½	19	-	-
SB-9	SS-7	15	19 ½	-	-

*Moisture content, P-200 and organic content tests were rounded to the nearest ½ percent.

3.4 OSHA Soil Classification

The soils encountered in the borings at the anticipated excavation depths consisted predominantly of sandy lean clay with lesser amounts of sandy silt and poorly graded sand with silt corresponding to the ASTM Classifications of CL, ML, and SP-SM, respectively. The clayey soils (CL) will generally be Type B soils under Department of Labor Occupational Safety and Health Administration (OSHA) guidelines. The sandier soils (ML and SP-SM) will generally be a Type C soil under OSHA guidelines.

An OSHA-approved qualified person should review the soil classification in the field. Excavations must comply with the requirements of OSHA 29 CFR, Part 1926, Subpart P, "Excavations and Trenches." This document states excavation safety is the responsibility of the contractor. The project specifications should reference these OSHA requirements.

4.0 DISCUSSION AND RECOMMENDATIONS

4.1 Proposed Construction

We understand that street improvements will include removing and replacing underground watermain, storm sewer and sanitary sewer utilities and reconstructing the roadways.

Based on correspondence with Bolton & Menk we understand that the watermain and sanitary sewer will consist of non-corrosive pipe materials and the storm sewer will likely be reinforced concrete pipe. Sanitary sewer and watermain invert depths are anticipated to range from about 7 to 18 feet below the ground surface. Pipe burial depths for the storm sewer are anticipated to be within about 5 feet of the ground surface. We anticipate that site grading will consist of earthwork necessary for utility installations and roadway reconstruction and we do not anticipate any significant changes in the roadway alignment or roadway grades. Cuts or fills involving permanent grade change, if any, are assumed to be less than 2 feet.

Changes in the nature, design, or location of all or parts of this project may occur. If the proposed grades differ by more than 2 feet from the assumed values or if the design or location of the proposed improvements change, we should be informed. Additional analyses and revised recommendations may be necessary.

4.2 Discussion

General

The laboratory moisture contents of the clayey subgrade soils ranged from about 15 ½ to 30 ½ percent with most of the moisture contents between about 19 and 25 percent. These values indicate the soils were likely above their assumed optimum soil moisture content. Soil that will be reused as fill or backfill will likely require some drying to meet the recommended compaction levels. Summer months are typically more favorable for drying wet soils.

Buried Topsoil

Buried topsoil was encountered in borings SB-1, SB-2, SB-3 and SB-6. Laboratory tests indicated the buried topsoil was slightly organic. Organic soils or soils contain organic materials are generally compressible and are poor quality soils for utility and/or pavement support. We anticipate that these materials will be excavated incidental to utility installation and further anticipate that it will be desired to reuse the excavated materials to the greatest extent possible but given the organic nature of the materials we recommend they be replaced with suitable non-organic mineral soils.

Glacial Till

The sandy lean clay glacial till encountered in the borings, in our opinion, are suitable for roadway and pipe support. However, portions of the clay had a soft consistency and are not suitable for pipe support. Soft clays may need to be removed and replaced with suitable pipe bedding materials or excavated, dried and recompacted.

We anticipate that it will be desired to reuse the clayey soils as fill and backfill to the greatest extent possible. As noted above the clayey were likely above their assumed optimum soil moisture content. Soil that will be reused as fill or backfill will likely require some drying to meet the recommended compaction levels. Soils that cannot be dried and recompacted may need to be replaced with suitable compacted engineered fill.

Sandy silt (ML) was encountered in boring SB-4 that extended to about 4 ½ feet below the ground surface. The sandy silt is a moisture sensitive material and can easily become disturbed and loose strength due to construction activities, especially in the presence of excess moisture. These soils can also be difficult to compact. Silty soils that cannot be compacted to project requirements may need to be removed and replaced with suitable compacted engineered fill.

Groundwater Groundwater was not encountered in the soil borings while drilling and sampling or after removing the augers from the boreholes. We do not anticipate groundwater will be encountered during construction and do not anticipate that dewatering will be required.

4.3 Utility and Pavement Subgrade Preparation

Excavations We recommend that all pavements, organic soils, buried topsoil, Fill, and any soft or otherwise unsuitable soil materials, if encountered, be removed from below the proposed utilities, pavement and oversize areas. Table 4 summarizes the anticipated excavation depths to remove the pavements and buried topsoil. Excavation depths for pipe installation will likely be deeper. We anticipate that the utilities will be supported on the native glacial till soils which in our opinion are suitable for pipe support.

Table 4. Anticipated Excavation Depths

Boring Number	Measured Surface Elevation (feet)	Anticipated Excavation Depth (feet)*	Anticipated Excavation Elevation (feet)*	Anticipated Groundwater Elevation (feet)*
Phase 3 (2025)				
SB-1	1015.7	4 ½	1011	NE
SB-2	1024.6	2	1022 ½	NE
SB-6	1027.3	4 ½	1023	NE
SB-7	1028.9	½	1028 ½	NE
Phase 4 (2026)				
SB-3	1036.7	2	1034 ½	NE
SB-4	1043.5	½	1043	NE
SB-5	1049.5	1	1048 ½	NE
SB-8	1044.1	½	1043 ½	NE
SB-9	1045.9	2	1044	NE

* = Excavation elevations were rounded to nearest ½ foot. NE - Not Encountered

Oversizing In areas where the excavations extend below the proposed pavement or utility elevations, the excavation requires oversizing. We recommend the perimeter of the excavation be extended a foot outside the proposed footprint for every foot below finish grade (1H:1V oversizing). The purpose of the oversizing is to provide lateral support of the pavement or utility.

Backfilling We recommend bedding material be thoroughly compacted around the pipes. We recommend that engineered fill placed to establish pavement grades be compacted to a minimum of 95 percent of its standard Proctor density (ASTM D 698), the exception being within 3 feet of the proposed pavement subgrade, where 100 percent of standard Proctor density is required. In landscaped areas we recommend a minimum compaction of 90 percent.

Granular fill classified as SP or SP-SM should be placed within 65 percent to 105 percent of its optimum moisture content as determined by the standard Proctor. Other fill soils should be placed within 3 percentage points above and 1 percentage point below its optimum moisture content as determined by the standard Proctor. All fill should be placed in thin lifts and be compacted with a large self-propelled vibratory compactor operating in vibratory mode.

We anticipate that the soil removed for utility construction will be re-used as fill and backfill to the greatest extent possible. However, we do not recommend reusing the buried topsoil or other organic soils or other soils that are black in color as fill or backfill.

It is our opinion that glacial till soils excavated for utility installation are generally suitable for re-use as fill and backfill provided it is free of topsoil, organic soils or other unsuitable materials.

Moisture contents of the on-site soil materials ranged from about 15 ½ to 30 ½ percent with most of the moisture contents between 19 and 25 percent. These values indicate the soils were likely above their assumed optimum soil moisture content. Soil that will be reused as fill or backfill will likely require some drying to meet the recommended compaction levels. Summer months are typically more favorable for drying wet soils.

Additional backfill, if needed, to attain pavement subgrade elevation can consist of any mineral soil provided it is free of organic material or other deleterious materials.

Dewatering Groundwater was not encountered in the soil borings while drilling and sampling or after removing the augers from the boreholes. We do not anticipate groundwater will be encountered during construction and do not anticipate that dewatering will be required.

4.4 Pavement Recommendations

We anticipate the pavements will be designed in accordance with City of Waconia standard plates.

We were not provided any information regarding traffic volumes, such as Average Annual Daily Traffic (AADT) or vehicle distribution. Since the streets are generally located near “downtown” Waconia we anticipate that the streets will be used a variety of vehicles including; automobiles, light trucks, school buses, garbage trucks and delivery vans (FEDEX, UPS etc.). 1st Street, Olive Street and Elm Street are truck routes and may see some larger delivery vehicles. Based on the assumed traffic types we estimate the roadways will be subjected to Equivalent Single Axle Loads (ESAL’s) ranging from about 50,000 to 75,000 over a 20-year design life. This does not account for any future growth.

We recommend the subgrade soil be backfilled and compacted as described in Section 4.3 above.

Prior to placing the aggregate base (Class 5) we recommend the subgrade be test rolled with a loaded tandem truck to identify soft, weak, loose or unstable areas that may require additional subcuts.

R-Values Laboratory tests to determine the soils Hveem Stabilometer R-Value (R-Value) was beyond the scope of this project. Based on the soil borings we anticipate we anticipate the pavement subgrade will consist of sandy lean clay meeting the ASTM classification CL. Information provided in the State of Minnesota Department of Transportation, Geotechnical & Pavement Manual, Part II, indicates that R-Values for sandy lean clay materials meeting the ASTM Classification CL can range from 6 to 18. Since the borings were spaced fairly far apart and to account for potential variations in subgrade soil conditions it is our opinion that an R-Value of 12 can be used for pavement design.

Pavement Section We understand that the pavements will be constructed to meet City of Waconia standard street sections. These city standard street sections are presented below. However, we understand that the City of Waconia and/or Bolton & Menk may evaluate alternate pavement section thicknesses and select an appropriate pavement section. Alternate pavement sections can be provided if requested.

Residential Street We recommend the pavement section consist of a minimum of 4 ½ inches of bituminous (2 inches of wear course and 2 ½ inches of base course) underlain by a minimum of 8 inches of aggregate base and a minimum of 12 inches of select granular subbase. We recommend placing a layer of geotextile separator fabric between the subgrade soils and select granular subbase. We recommend installing along with drain tile. Drain tile should be routed to the storm sewer system or other suitable disposal area.

Truck Routes We recommend the pavement section consist of a minimum of 6 ½ inches of bituminous underlain by a minimum of 12 inches of aggregate base and a minimum of 12 inches of select granular subbase. We recommend placing a layer of geotextile separator fabric between the subgrade soils and select granular subbase. We recommend installing along with drain tile. Drain tile should be routed to the storm sewer system or other suitable disposal area.

Geotextile Materials Geotextile fabric should meet MN/DOT Specification 3733. Based on 2020 MN/DOT specifications we recommend a Category 2, Type 9 geotextile, or equivalent.

Pavement Materials We recommend that the bituminous wear and base courses meet the requirement of Mn/DOT specification 2360. We recommend compacting the SPNW bituminous pavements to at least 93% of the maximum theoretical density and compacting SPWE bituminous pavements to at least 92% of the maximum theoretical density.

We recommend aggregate base meeting Mn/DOT specification 3138 for Class 5 aggregate base. We recommend the aggregate base be compacted to 100 percent of its maximum standard Proctor dry density.

The new pavement areas will likely include concrete curb and gutter. We recommend specifying concrete that has a minimum 28-day compressive strength of 3,900 psi. We recommend specifying 5 to 8 percent entrained air for exposed concrete to provide resistance to freeze-thaw deterioration. We recommend slump, air content and compressive strength tests of Portland cement concrete.

5.0 CONSTRUCTION CONSIDERATIONS

5.1 Excavation

The soils encountered in the borings at the anticipated excavation depths consisted predominantly of sandy lean clay with lesser amounts of sandy silt and poorly graded sand with silt corresponding to the ASTM Classifications of CL, ML, and SP-SM, respectively. The clayey soils (CL) will generally be Type B soils under Department of Labor Occupational Safety and Health Administration (OSHA) guidelines. The sandier soils (ML and SP-SM) will generally be a Type C soil under OSHA guidelines.

Temporary excavations in Type B soils should be constructed at a minimum of 1 foot horizontal to every 1-foot vertical within excavations. Temporary excavations in Type C soils should be constructed at a minimum of 1 ½ foot horizontal to every 1-foot vertical within excavations. Slopes constructed in this manner may still exhibit surface sloughing. If site constraints do not allow the construction of slopes with these dimensions, temporary shoring may be required.

5.2 Observations

A geotechnical engineer or qualified engineering technician should observe the excavation subgrade to evaluate if the subgrade soils are similar to those encountered in the borings and adequate to support the proposed construction.

5.3 Backfill and Fills

Site soils that will be excavated and reused as backfill and fill appear to be above their assumed optimum moisture content. We anticipate it may be necessary to moisture condition (dry) portions of these soils to achieve the recommended compaction. We recommend that fill and backfill be placed in lifts not exceeding 4 to 12 inches, depending on the size of the compactor and materials used.

5.4 Testing

We recommend density tests of backfill and fills placed during utility and pavement construction. Samples of the proposed materials should be submitted to our laboratory prior to placement for evaluation of their suitability and to determine their optimum moisture content and maximum dry density (Standard Proctor).

5.5 Winter Construction

If site grading and construction is anticipated to proceed during cold weather, all snow and ice should be removed from cut and fill areas prior to additional grading and placement of fill. No fill should be placed on frozen soil and no frozen soil should be used as fill or backfill.

Concrete delivered to the site should meet the temperature requirements of ASTM and/or ACI. Concrete should not be placed on frozen soil. Concrete should be protected from freezing until the necessary strength is obtained.

6.0 PROCEDURES

6.1 Soil Classification

The drill crew chief visually and manually classified the soils encountered in the borings in general accordance with ASTM D 2488, "Description and Identification of Soils (Visual-Manual Procedure)". Soil terminology notes are included in the Appendix. The samples were returned to our laboratory for review of the field classification by a geotechnical engineer. Samples will be retained for a period of 30 days.

6.2 Groundwater Observations

Immediately after taking the final samples in the bottom of the borings, the hole was checked for the presence of groundwater. Again, at the end of the drilling day, the borings were re-checked for the presence of groundwater with the levels and time delay being noted on the boring logs.

7.0 GENERAL

7.1 Subsurface Variations

The analyses and recommendations presented in this report are based on data obtained from a limited number of soil borings. Variations can occur away from the borings, the nature of which may not become apparent until additional exploration work is completed or construction is conducted. A reevaluation of the recommendations in this report should be made after performing on-site observations during construction to note the characteristics of any variations. The variations may result in additional excavation costs and it is suggested that a contingency be provided for this purpose.

It is recommended that we be retained to perform the observation and testing program during construction to evaluate whether the design is as expected, if any design changes have affected the validity of our recommendations, and if our recommendations have been correctly interpreted and implemented in the designs, specifications and construction methods. This will allow correlation of the soil conditions encountered during construction to the soil borings and will provide continuity of professional responsibility.

7.2 Review of Design

This report is based on the design of the proposed structures as related to us for preparation of this report. It is recommended that we be retained to review the geotechnical aspects of the design and specifications. With the review we will evaluate whether any changes have affected the validity of the recommendations and whether our recommendations have been correctly interpreted and implemented in the design and specifications.

7.3 Groundwater Fluctuations

We made water level measurements in the borings at the times and under the conditions stated on the boring logs. The data was interpreted in the text of this report. The period of observation was relatively short and fluctuations in the groundwater level may occur due to rainfall, flooding, irrigation, spring thaw, drainage, and other seasonal and annual factors not evident at the time the observations were made. Design drawings and specifications and construction planning should recognize the possibility of fluctuations.

7.4 Use of Report

This report is for the exclusive use of Bolton & Menk and their design team to use to design the proposed structures and prepare construction documents. In the absence of our written approval, we make no representation and assume no responsibility to other parties regarding this report. The data, analysis and recommendations may not be appropriate for other structures or purposes. We recommend that parties contemplating other structures or purposes contact us.

7.5 Level of Care

Haugo GeoTechnical Services, LLC has used the degree of skill and care ordinarily exercised under similar circumstance by members of the profession currently practicing in this locality. No warranty expressed or implied is made.

APPENDIX





Haugo GeoTechnical Services
2825 Cedar Ave South
Minneapolis, MN, 55407
Telephone: 612-729-2959
Fax: 763-445-2238

BORING NUMBER SB-1

PAGE 1 OF 1

CLIENT	City of Waconia	PROJECT NAME	Downtown Reconstruction Phase 3 & 4
PROJECT NUMBER	24-0344	PROJECT LOCATION	Waconia, MN
DATE STARTED	6/6/24	COMPLETED	6/6/24
DRILLING CONTRACTOR	HGTS- 45	GROUND ELEVATION	1015.7 ft
DRILLING METHOD	Hollow Stem Auger/Split Spoon	HOLE SIZE	3 1/4 inches
LOGGED BY	NC/MS	CHECKED BY	PG
NOTES			
		GROUND WATER LEVELS:	
		AT TIME OF DRILLING	--- Not Encountered
		AT END OF DRILLING	--- Not Encountered
		AFTER DRILLING	--- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲			
							20	40	60	80
0							PL	MC	LL	
							20	40	60	80
							□ FINES CONTENT (%) □			
							20	40	60	80
		Approximately 7 Inches of Bituminous	AU 43							
		Approximately 8 Inches of Aggregate								
		P-200= 9.2%								
		Sandy Lean Clay, black to dark grey, moist to wet (Buried Topsoil)	SS 44		1-3-2 (5)	27				
		Organic Content= 3.5%								
5		(CL) Sandy Lean Clay, trace Gravel, brown, moist to wet, rather soft to very stiff (Glacial Till)	SS 45		1-2-3 (5)					
			SS 46		2-2-4 (6)	20.5				
10			SS 47		3-3-5 (8)					
			SS 48		2-4-6 (10)					
15			SS 49		3-6-11 (17)					
20			SS 50		4-5-8 (13)					

Bottom of borehole at 21.0 feet.

GEOTECH BH PLOTS - GINT STD US LAB.GDT - 7/23/24 11:32 - C:\USERS\ALICE HAUGO\HGTS DROPBOX\LAB HAUGO\HAUGO GEOTECHNICAL SERVICES\GINT PROJECT BACKUP\PROJECTS\24-0344 BORING LOG DRAFT.GPJ



Haugo GeoTechnical Services
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BORING NUMBER SB-2

PAGE 1 OF 1

CLIENT City of Waconia

PROJECT NAME Downtown Reconstruction Phase 3 & 4

PROJECT NUMBER 24-0344

PROJECT LOCATION Waconia, MN

DATE STARTED 6/6/24 COMPLETED 6/6/24

GROUND ELEVATION 1024.6 ft HOLE SIZE 3 1/4 inches

DRILLING CONTRACTOR HGTS- 45

GROUND WATER LEVELS:

DRILLING METHOD Hollow Stem Auger/Split Spoon

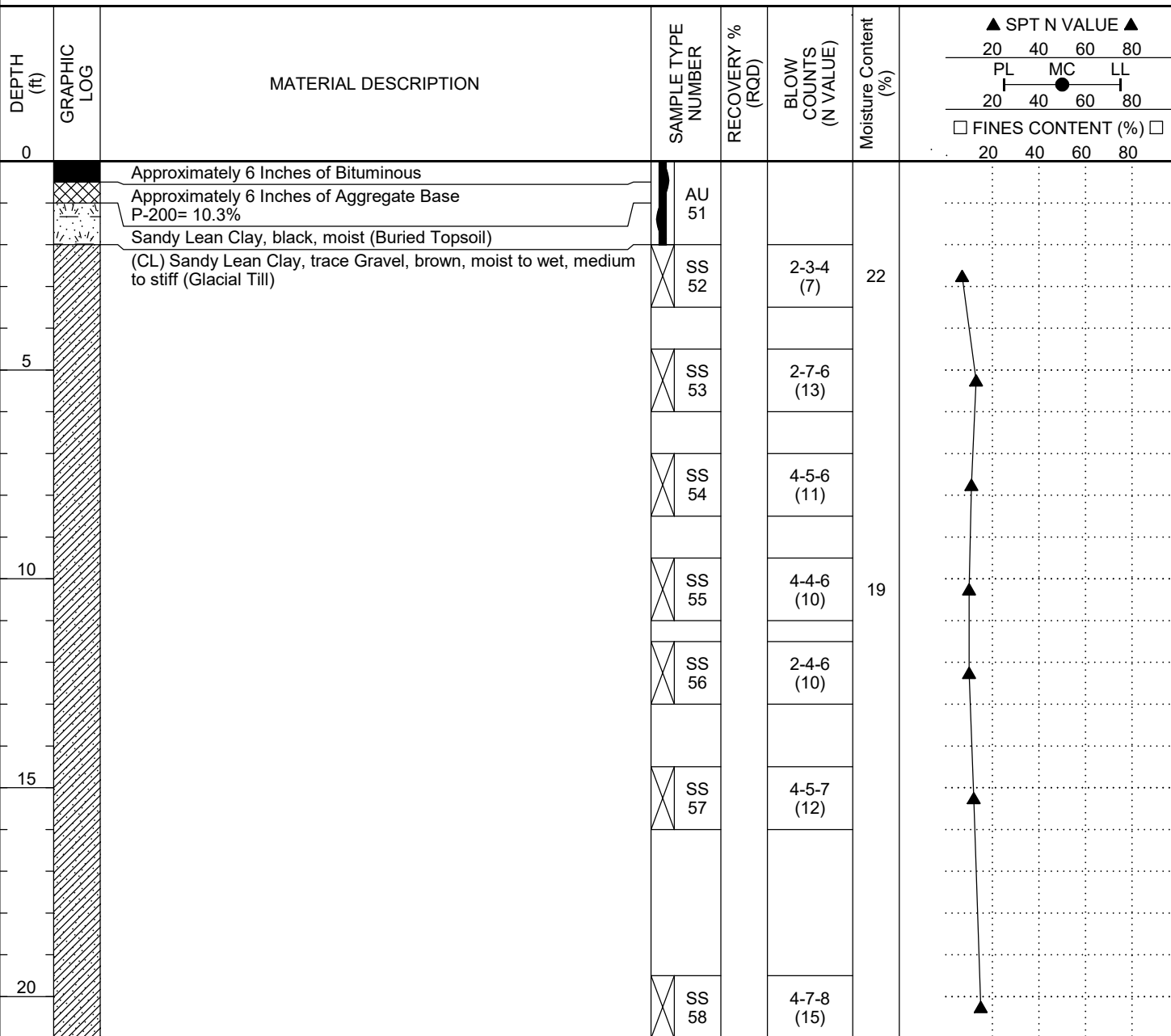
AT TIME OF DRILLING --- Not Encountered

LOGGED BY NC/MS CHECKED BY PG

AT END OF DRILLING --- Not Encountered

NOTES _____

AFTER DRILLING --- Not Encountered



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BORING NUMBER SB-3

PAGE 1 OF 1

CLIENT City of Waconia

PROJECT NAME Downtown Reconstruction Phase 3 & 4

PROJECT NUMBER 24-0344

PROJECT LOCATION Waconia, MN

DATE STARTED 6/6/24 COMPLETED 6/6/24

GROUND ELEVATION 1036.7 ft HOLE SIZE 3 1/4 inches

DRILLING CONTRACTOR HGTS- 45

GROUND WATER LEVELS:

DRILLING METHOD Hollow Stem Auger/Split Spoon

AT TIME OF DRILLING --- Not Encountered

LOGGED BY NC/MS CHECKED BY PG

AT END OF DRILLING --- Not Encountered

NOTES _____

AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲			
							20	40	60	80
0							PL	MC	LL	
							20	40	60	80
							□ FINES CONTENT (%) □			
							20	40	60	80
		Approximately 6.5 Inches of Bituminous	AU 35							
		Approximately 6 Inches of Aggregate Base P-200=4.9%								
		Sandy Lean Clay, trace Gravel, black, moist (Fill/Buried Topsoil)	SS 36		2-2-3 (5)	25				
5		(CL) Sandy Lean Clay, trace Gravel, brown, moist to wet, rather soft to stiff (Glacial Till)	SS 37		2-2-2 (4)					
			SS 38		2-3-4 (7)	19.5				
10			SS 39		3-5-6 (11)					
			SS 40		2-4-5 (9)					
15			SS 41		3-4-6 (10)					
20		(CL) Sandy Lean Clay, trace Gravel, grey, moist to wet, stiff (Glacial Till)	SS 42		4-6-9 (15)					

Bottom of borehole at 21.0 feet.

GEOTECH BH PLOTS - GINT STD US LAB.GDT - 7/23/24 11:32 - C:\USERS\ALICE HAUGO\HGTS DROPBOX\LAB HAUGO\HAUGO GEOTECHNICAL SERVICES\GINT PROJECT BACKUP\PROJECTS\24-0344 BORING LOG DRAFT.GPJ



Haugo GeoTechnical Services
2825 Cedar Ave South
Minneapolis, MN, 55407
Telephone: 612-729-2959
Fax: 763-445-2238

BORING NUMBER SB-4

PAGE 1 OF 1

CLIENT City of Waconia

PROJECT NAME Downtown Reconstruction Phase 3 & 4

PROJECT NUMBER 24-0344

PROJECT LOCATION Waconia, MN

DATE STARTED 6/6/24 COMPLETED 6/6/24

GROUND ELEVATION 1043.5 ft HOLE SIZE 3 1/4 inches

DRILLING CONTRACTOR HGTS- 45

GROUND WATER LEVELS:

DRILLING METHOD Hollow Stem Auger/Split Spoon

AT TIME OF DRILLING --- Not Encountered

LOGGED BY NC/MS CHECKED BY PG

AT END OF DRILLING --- Not Encountered

NOTES _____

AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲			
							20	40	60	80
0							PL	MC	LL	
							20	40	60	80
							□ FINES CONTENT (%) □			
							20	40	60	80
		Approximately 6.5 Inches of Bituminous	AU 27							
		Approximately 1.25 Inches of Bituminous								
		(ML) Sandy Silt, brown, moist, loose (Glacial Till)	SS 28		2-3-6 (9)	16				
5		(CL) Sandy Lean Clay, trace Gravel, brown, moist to wet, medium (Glacial Till)	SS 29		2-3-5 (8)					
		(SP-SM) Poorly Graded Sand with Silt, fine to medium grained, trace Gravel, brown, moist, medium dense (Glacial Till)	SS 30		6-10-9 (19)					
		(CL) Sandy Lean Clay, trace Gravel, brown, moist to wet, medium to rather stiff (Glacial Till)	SS 31		2-4-5 (9)	20.5				
10			SS 32		2-3-5 (8)					
15			SS 33		2-3-6 (9)					
20			SS 34		3-4-7 (11)					

Bottom of borehole at 21.0 feet.

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Fax: 763-445-2238

BORING NUMBER SB-5

PAGE 1 OF 1

CLIENT City of Waconia

PROJECT NAME Downtown Reconstruction Phase 3 & 4

PROJECT NUMBER 24-0344

PROJECT LOCATION Waconia, MN

DATE STARTED 6/6/24 COMPLETED 6/6/24

GROUND ELEVATION 1049.5 ft HOLE SIZE 3 1/4 inches

DRILLING CONTRACTOR HGTS- 45

GROUND WATER LEVELS:

DRILLING METHOD Hollow Stem Auger/Split Spoon

AT TIME OF DRILLING --- Not Encountered

LOGGED BY NC/MS CHECKED BY PG

AT END OF DRILLING --- Not Encountered

NOTES _____

AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲				
							20	40	60	80	
							PL MC LL				
							20	40	60	80	
							□ FINES CONTENT (%) □				
							20	40	60	80	
0		Approximately 5 Inches of Bituminous Approximately 2 Inches of Aggregate Base Approximately 2 Inches of Bituminous (CL) Sandy Lean Clay, trace Gravel, brown, moist to wet, medium to stiff (Glacial Till)	AU 64								
			SS 65		4-4-4 (8)	15.5					
5			SS 66		3-4-6 (10)						
			SS 67		3-5-9 (14)						
10		(SP-SM) Poorly Graded Sand with Silt, fine to coarse grained, with Gravel, brown, moist, dense (Glacial Till)	SS 68		3-14-18 (32)	7					
		(CL) Sandy Lean Clay, trace Gravel, brown, moist to wet, stiff to very stiff (Glacial Till)	SS 69		4-5-9 (14)						
15			SS 70		3-7-10 (17)						
20			SS 71		4-6-9 (15)						

Bottom of borehole at 21.0 feet.

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Fax: 763-445-2238

BORING NUMBER SB-6

PAGE 1 OF 1

CLIENT City of Waconia
PROJECT NUMBER 24-0344
DATE STARTED 6/6/24 COMPLETED 6/6/24
DRILLING CONTRACTOR HGTS- 45
DRILLING METHOD Hollow Stem Auger/Split Spoon
LOGGED BY NC/MS CHECKED BY PG
NOTES _____

PROJECT NAME Downtown Reconstruction Phase 3 & 4
PROJECT LOCATION Waconia, MN
GROUND ELEVATION 1027.3 ft HOLE SIZE 3 1/4 inches
GROUND WATER LEVELS:
AT TIME OF DRILLING --- Not Encountered
AT END OF DRILLING --- Not Encountered
AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲	
							20 40 60 80	20 40 60 80
0							PL	MC LL
							20 40 60 80	20 40 60 80
							□ FINES CONTENT (%) □	
							20 40 60 80	20 40 60 80
		Approximately 6 Inches of Bituminous	AU 59					
		Approximately 12 Inches of Aggregate Base P-200= 10.9%						
		Sandy Lean Clay, black to dark grey, moist (Buried Topsoil)	SS 60		6-4-6 (10)	20		
		Organic Content= 4.5%						
5		(CL) Sandy Lean Clay, dark brown, moist to wet, medium (Glacial Till)	SS 61		2-3-4 (7)	19		
		(CL) Sandy Lean Clay, trace Gravel, brown, moist to wet, rather stiff (Glacial Till)	SS 62		2-4-5 (9)			
10			SS 63		4-4-5 (9)			

Bottom of borehole at 11.0 feet.



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BORING NUMBER SB-7

PAGE 1 OF 1

CLIENT City of Waconia
PROJECT NUMBER 24-0344
DATE STARTED 6/5/24 COMPLETED 6/5/24
DRILLING CONTRACTOR HGTS- 45
DRILLING METHOD Hollow Stem Auger/Split Spoon
LOGGED BY NC/MS CHECKED BY PG
NOTES _____

PROJECT NAME Downtown Reconstruction Phase 3 & 4
PROJECT LOCATION Waconia, MN
GROUND ELEVATION 1028.9 ft HOLE SIZE 3 1/4 inches
GROUND WATER LEVELS:
AT TIME OF DRILLING --- Not Encountered
AT END OF DRILLING --- Not Encountered
AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲	
							20 40 60 80	20 40 60 80
0							PL	MC LL
							20 40 60 80	20 40 60 80
							□ FINES CONTENT (%) □	
							20 40 60 80	20 40 60 80
		Approximately 2.25 Inches of Bituminous	AU 19					
		Approximately 1.75 Inches of Aggregate Base	SS 20		2-2-3 (5)			
5		(CL) Lean Clay, brown and light grey, moist to wet, rather soft (Glacial Till)	SS 21		3-2-3 (5)	30.5		
		(CL) Sandy Lean Clay, trace Gravel, brown, moist to wet, medium to rather stiff (Glacial Till)	SS 22		2-3-4 (7)			
10			SS 23		3-4-6 (10)	19.5		
			SS 24		4-4-5 (9)			
15		(CL) Sandy Lean Clay, trace Gravel, grey, moist to wet, rather stiff (Glacial Till)	SS 25		4-4-7 (11)			
20			SS 26		1-4-5 (9)			

Bottom of borehole at 21.0 feet.

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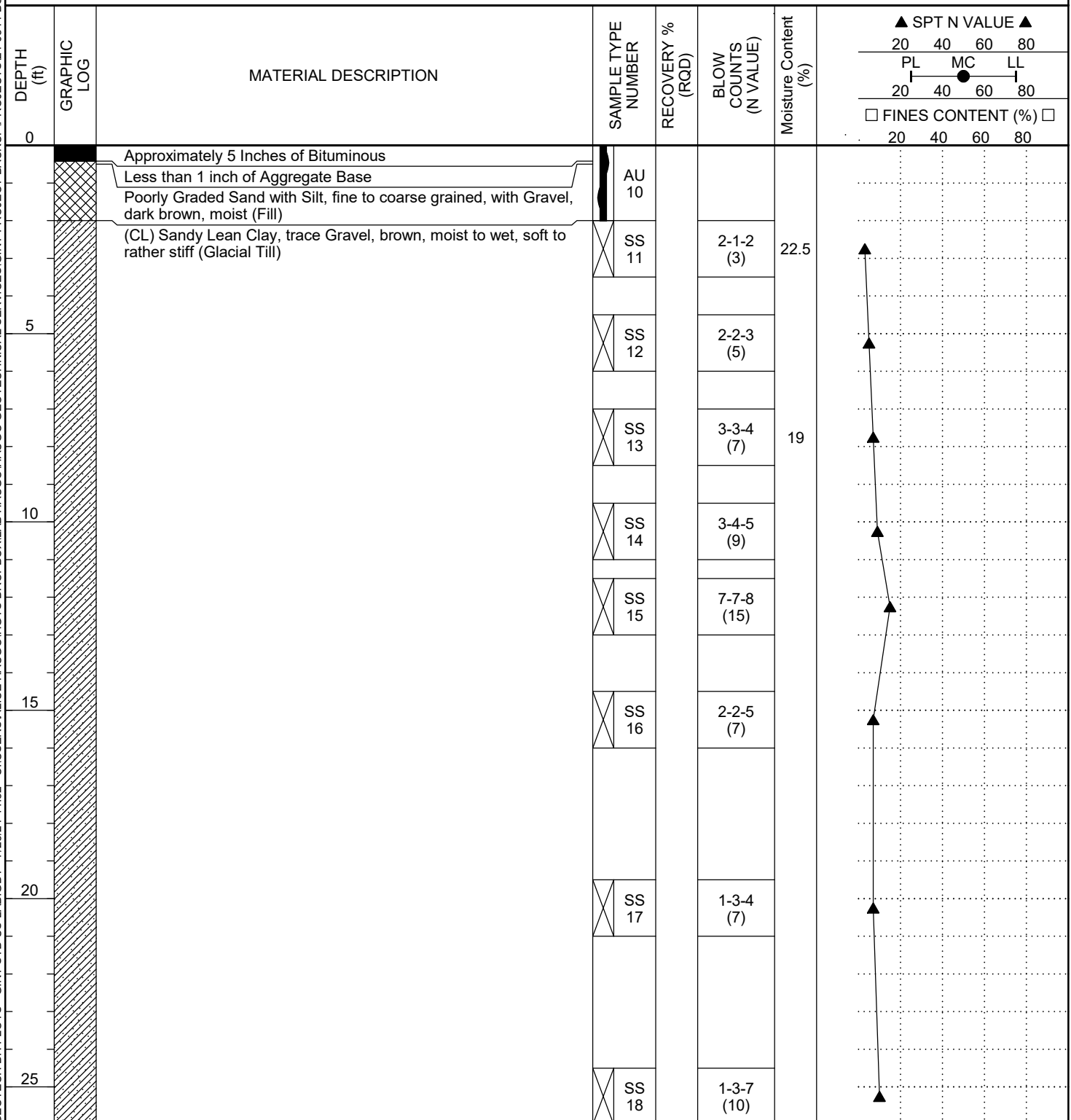
BORING NUMBER SB-8

PAGE 1 OF 1

CLIENT City of Waconia
PROJECT NUMBER 24-0344
DATE STARTED 6/5/24 COMPLETED 6/5/24
DRILLING CONTRACTOR HGTS- 45
DRILLING METHOD Hollow Stem Auger/Split Spoon
LOGGED BY NC/MS CHECKED BY PG
NOTES _____

PROJECT NAME Downtown Reconstruction Phase 3 & 4
PROJECT LOCATION Waconia, MN
GROUND ELEVATION 1044.1 ft HOLE SIZE 3 1/4 inches
GROUND WATER LEVELS:
AT TIME OF DRILLING --- Not Encountered
AT END OF DRILLING --- Not Encountered
AFTER DRILLING --- Not Encountered

GEOTECH BH PLOTS - GINT STD US LAB.GDT - 7/23/24 11:32 - C:\USERS\ALICE HAUGO\HGTS DROPBOX\LAB HAUGO\HAUGO GEOTECHNICAL SERVICES\GINT PROJECT BACKUP\PROJECTS\24-0344 BORING LOG DRAFT.GPJ





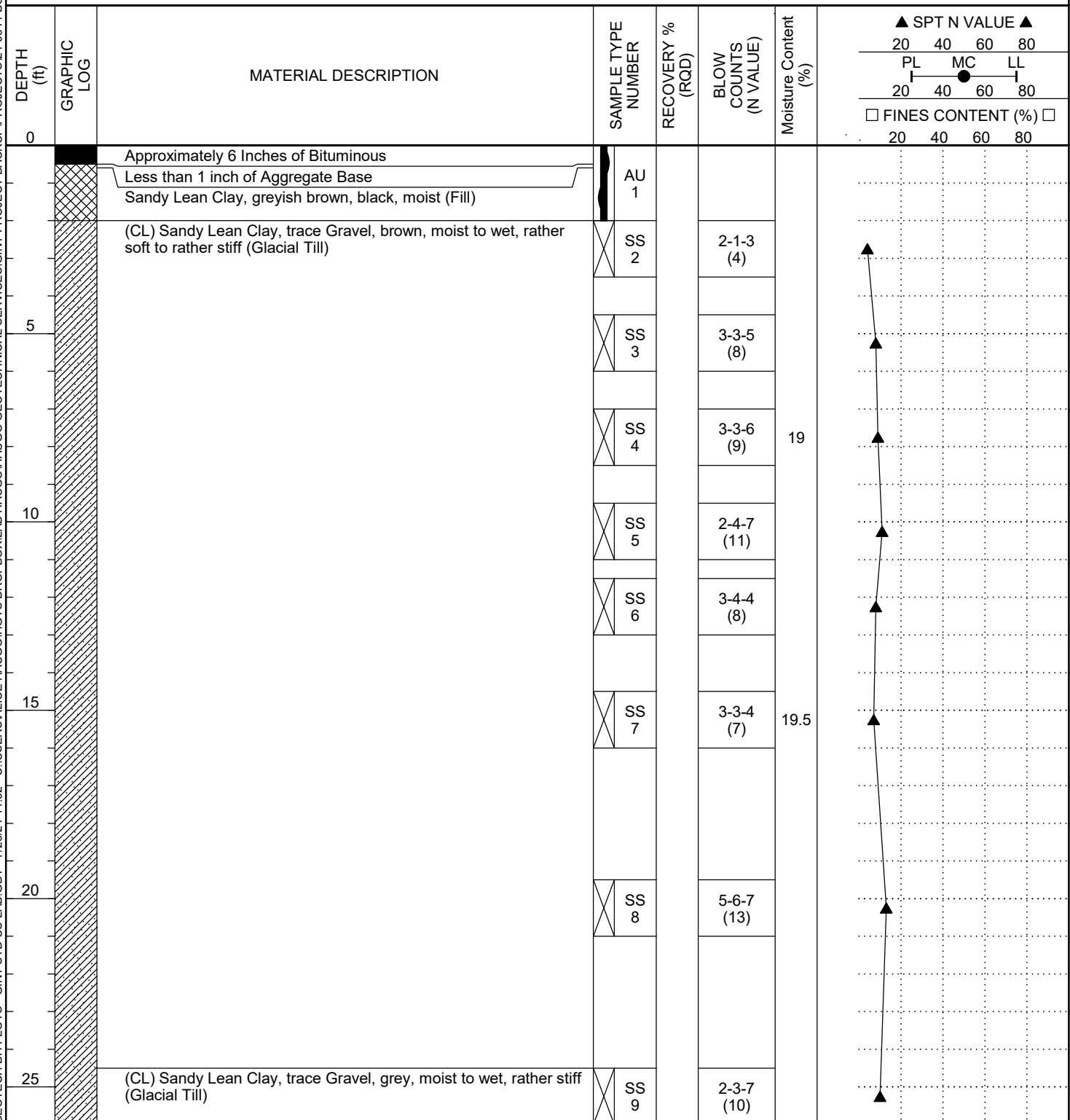
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Minneapolis, MN, 55407
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Fax: 763-445-2238

BORING NUMBER SB-9

PAGE 1 OF 1

CLIENT	City of Waconia	PROJECT NAME	Downtown Reconstruction Phase 3 & 4		
PROJECT NUMBER	24-0344	PROJECT LOCATION	Waconia, MN		
DATE STARTED	6/5/24	COMPLETED	6/5/24		
DRILLING CONTRACTOR	HGTS- 45	GROUND ELEVATION	1045.9 ft		
DRILLING METHOD	Hollow Stem Auger/Split Spoon	HOLE SIZE	3 1/4 inches		
LOGGED BY	NC/MS	CHECKED BY	PG		
NOTES					
GROUND WATER LEVELS:		AT TIME OF DRILLING		---	Not Encountered
		AT END OF DRILLING		---	Not Encountered
		AFTER DRILLING		---	Not Encountered

GEOTECH BH PLOTS - GINT STD US LAB.GDT - 7/23/24 11:32 - C:\USERS\ALICE HAUGO\HGTS DROPBOX\LAB HAUGO\HAUGO GEOTECHNICAL SERVICES\GINT PROJECT BACKUP\PROJECTS\24-0344 BORING LOG DRAFT.GPJ



Bottom of borehole at 26.0 feet.

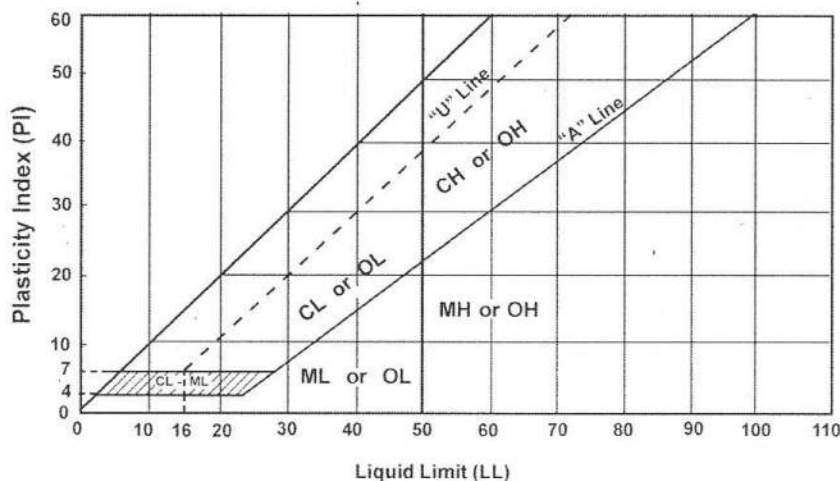


Standard D 2487 - 00

Classification of Soils for Engineering Purposes
(Unified Soil Classification System)

Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests ^a					Soils Classification	
					Group Symbol	Group Name ^b
Coarse-grained Soils more than 50% retained on No. 200 sieve	Gravels More than 50% of coarse fraction retained on No. 4 sieve	Clean Gravels 5% or less fines ^e	$C_u \geq 4$ and $1 \leq C_c \leq 3^c$	GW	Well-graded gravel ^d	
			$C_u < 4$ and/or $1 > C_c > 3^c$	GP	Poorly graded gravel ^d	
		Gravels with Fines More than 12% fines ^e	Fines classify as ML or MH	GM	Silty gravel ^{d,f,g}	
			Fines classify as CL or CH	GC	Clayey gravel ^{d,f,g}	
	Sands 50% or more of coarse fraction passes No. 4 sieve	Clean Sands 5% or less fines ⁱ	$C_u \geq 6$ and $1 \leq C_c \leq 3^c$	SW	Well-graded sand ^h	
			$C_u < 6$ and/or $1 > C_c > 3^c$	SP	Poorly graded sand ^h	
		Sands with Fines More than 12% ⁱ	Fines classify as ML or MH	SM	Silty sand ^{f,g,h}	
			Fines classify as CL or CH	SC	Clayey sand ^{f,g,h}	
Fine-grained Soils 50% or more passed the No. 200 sieve	Silts and Clays Liquid limit less than 50	Inorganic	PI > 7 and plots on or above "A" line ^j	CL	Lean clay ^{k,l,m}	
			PI < 4 or plots below "A" line ^j	ML	Silt ^{k,l,m}	
		Organic	Liquid limit - oven dried < 0.75	OL	Organic clay ^{k,l,m,n}	
			Liquid limit - not dried	OL	Organic silt ^{k,l,m,o}	
	Silts and clays Liquid limit 50 or more	Inorganic	PI plots on or above "A" line	CH	Fat clay ^{k,l,m}	
			PI plots below "A" line	MH	Elastic silt ^{k,l,m}	
		Organic	Liquid limit - oven dried < 0.75	OH	Organic clay ^{k,l,m,p}	
			Liquid limit - not dried	OH	Organic silt ^{k,l,m,q}	
Highly Organic Soils		Primarily organic matter, dark in color and organic odor		PT	Peat	

- a. Based on the material passing the 3-in (75mm) sieve.
b. If field sample contained cobbles or boulders, or both, add "with cobbles or boulders or both" to group name.
c. $C_u = D_{60} / D_{10}$, $C_c = (D_{30})^2 / (D_{10} \times D_{60})$
d. If soil contains $\geq 15\%$ sand, add "with sand" to group name.
e. Gravels with 5 to 12% fines require dual symbols:
GW-GM well-graded gravel with silt
GW-GC well-graded gravel with clay
GP-GM poorly graded gravel with silt
GP-GC poorly graded gravel with clay
f. If fines classify as CL-ML, use dual symbol GC-GM or SC-SM.
g. If fines are organic, add "with organic fines" to group name.
h. If soil contains $\geq 15\%$ gravel, add "with gravel" to group name.
i. Sands with 5 to 12% fines require dual symbols:
SW-SM well-graded sand with silt
SW-SC well-graded sand with clay
SP-SM poorly graded sand with silt
SP-SC poorly graded sand with clay
j. If Atterberg limits plot in hatched area, soil is a CL-ML, silty clay.
k. If soil contains 10 to 29% plus No. 200, add "with sand" or "with gravel" whichever is predominant.
l. If soil contains $\geq 30\%$ plus No. 200, predominantly sand, add "sandy" to group name.
m. If soil contains $\geq 30\%$ plus No. 200 predominantly gravel, add "gravelly" to group name.
n. PI ≥ 4 and plots on or above "A" line.
o. PI < 4 or plots below "A" line.
p. PI plots on or above "A" line.
q. PI plots below "A" line.



Liquid Limit (LL)

Laboratory Tests

DD	Dry density, pcf	OC	Organic content, %
WD	Wet density, pcf	S	Percent of saturation, %
MC	Natural moisture content, %	SG	Specific gravity
LL	Liquid limit, %	C	Cohesion, psf
PL	Plastic limit, %	ϕ	Angle of internal friction
PI	Plasticity index, %	qu	Unconfined compressive strength, psf
P200	% passing 200 sieve	qp	Pocket penetrometer strength, tsf

Particle Size Identification

Boulders	over 12"
Cobbles	3" to 12"
Gravel	
Coarse	3/4" to 3"
Fine	No. 4 to 3/4"
Sand	
Coarse	No. 4 to No. 10
Medium	No. 10 to No. 40
Fine	No. 40 to No. 200
Silt	< No. 200, PI < 4 or below "A" line
Clay	< No. 200, PI ≥ 4 and on or above "A" line

Relative Density of Cohesionless Soils

Very loose	0 to 4 BPF
Loose	5 to 10 BPF
Medium dense	11 to 30 BPF
Dense	31 to 50 BPF
Very dense	over 50 BPF

Consistency of Cohesive Soils

Very soft	0 to 1 BPF
Soft	2 to 3 BPF
Rather soft	4 to 5 BPF
Medium	6 to 8 BPF
Rather stiff	9 to 12 BPF
Stiff	13 to 16 BPF
Very stiff	17 to 30 BPF
Hard	over 30 BPF

Drilling Notes

Standard penetration test borings were advanced by 3 1/4" or 6 1/4" ID hollow-stem augers unless noted otherwise. Jetting water was used to clean out auger prior to sampling only where indicated on logs. Standard penetration test borings are designated by the prefix "ST" (Split Tube). All samples were taken with the standard 2" OD split-tube sampler, except where noted.

Power auger borings were advanced by 4" or 6" diameter continuous-flight, solid-stem augers. Soil classifications and strata depths were inferred from disturbed samples augered to the surface and are, therefore, somewhat approximate. Power auger borings are designated by the prefix "B."

Hand auger borings were advanced manually with a 1 1/2" or 3 1/4" diameter auger and were limited to the depth from which the auger could be manually withdrawn. Hand auger borings are indicated by the prefix "H."

BPF: Numbers indicate blows per foot recorded in standard penetration test, also known as "N" value. The sampler was set 6" into undisturbed soil below the hollow-stem auger. Driving resistances were then counted for second and third 6" increments and added to get BPF. Where they differed significantly, they are reported in the following form: 2/12 for the second and third 6" increments, respectively.

WH: WH indicates the sampler penetrated soil under weight of hammer and rods alone; driving not required.

WR: WR indicates the sampler penetrated soil under weight of rods alone; hammer weight and driving not required.

TW indicates thin-walled (undisturbed) tube sample.

Note: All tests were run in general accordance with applicable ASTM standards.

LEGEND



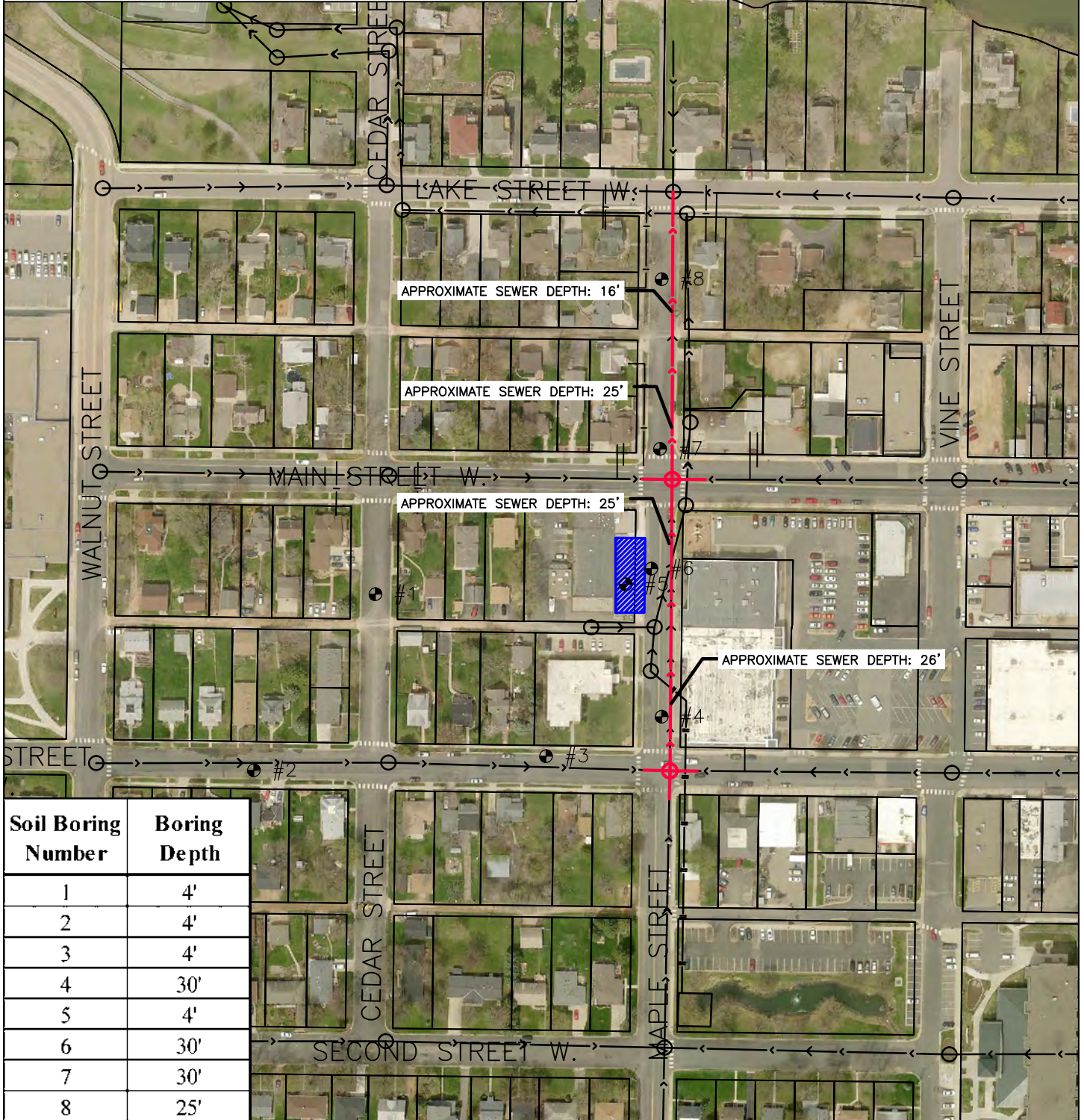
APPROXIMATE SOIL BORING LOCATION



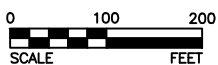
REPLACE SANITARY SEWER MAIN



REPLACE FIRE STATION APRON



Soil Boring Number	Boring Depth
1	4'
2	4'
3	4'
4	30'
5	4'
6	30'
7	30'
8	25'



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CITY OF WACONIA, MINNESOTA
2014 INFRASTRUCTURE IMPROVEMENTS
SOIL BORING LOCATIONS

10/28/2013

FIGURE NO. 1



AMERICAN
ENGINEERING
TESTING, INC.

SUBSURFACE BORING LOG

AET JOB NO: **22-02671**

LOG OF BORING NO. **B-4 (p. 1 of 2)**

PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	R
1	4.5" Bituminous pavement	FILL		F							
	FILL, mostly gravelly silty sand, brown, frozen (A-1-b)		50/4	F	SS	8	18				
2	FILL, mostly sandy lean clay, a little gravel, ash/cinders, pieces of concrete, glass, ceramic, wood and bituminous, dark brown and gray, frozen to 3', a lens of gravelly sand at 4.5' to 6' (A-6)		18	F	SS	16	21				
3											
4											
5			9	M	SS	5	14				
6											
7											
8			3	M	SS	6	22				900
9											
10			4	M	SS	10	27				
11											
12											
13			4	M	SS	6	24				
14											
15			16		SS	16	27				
16											
17	FILL, mostly lean clay with sand, a little gravel, brown, dark brown and light brown		5	W	SS	16	28				
18											
19	FILL, mostly gravelly sandy lean clay, pieces of wood, dark brown and gray		4	W	SS	5	31				
20											
21											
DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG		
0-29½' 3.25" HSA		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL			
		12/30/13	12:00	18.5	17.0	18.3		15.9			
		12/30/13	12:10	18.5	17.0	18.3		15.7			
BORING COMPLETED: 12/30/13		12/30/13	12:30	31.0	29.5	31.0		27.7			
DR: SS LG: MF Rig: 1C											

AET CORP 22-02671 GPJ AET-CPT-WELL GDT 1/13/14

03/2011

01-DHR 102



SUBSURFACE BORING LOG

AET JOB NO: **22-02671**

LOG OF BORING NO. **B-4 (p. 2 of 2)**

PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	R
23	FILL, mostly gravelly sandy lean clay, pieces of wood, dark brown and gray (<i>continued</i>)	FILL (<i>continued</i>)									
24	SANDY LEAN CLAY, a little gravel, gray, very stiff (CL) (A-6)	TILL									
25			27	M	SS	16	17				
26											
27											
28											
29											
30			18	M	SS	18	17				
31	END OF BORING										



SUBSURFACE BORING LOG

AET JOB NO: **22-02671**

LOG OF BORING NO. **B-5 (p. 1 of 1)**

PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
	6.5" Concrete pavement	FILL		F							
1	FILL, mostly silty sand, a little gravel and clayey sand, brown, frozen to 18" (A-2-4)		50/4	F							
2	FILL, mostly sandy lean clay, a little gravel, geotextile around 2', dark brown and brown (A-6)										
3			26	M		12	23				
4	FILL, mostly silty sand, a little gravel and lean clay, brown (A-2-4)										
	END OF BORING										

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-26"	FA	12/20/13	12:48	4.0	2.0	4.0		None	
BORING COMPLETED: 12/20/13									
DR: TK LG: SHS Rig: 85C									



AMERICAN
ENGINEERING
TESTING, INC.

SUBSURFACE BORING LOG

AET JOB NO: **22-02671** LOG OF BORING NO. **B-6 (p. 1 of 2)**
PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	R
	6.5" Bituminous pavement	FILL									
1	FILL, mostly gravelly silty sand, brown, frozen (A-1-b)						14				
2	FILL, mostly clayey sand, a little gravel, dark brown, frozen to 18" (A-2-6)		14	F	SS	12	14				
3											
4	FILL, mostly sandy lean clay, a little gravel and silty sand, ash/cinders, brown and dark brown (A-6)		13	M	SS	12	14				
5											
6											
7			7	M	SS	10	13				2700
8											
9											
10			14	M	SS	12	27				
11											
12											
13			8	M	SS	14	23				
14	FILL, mostly sandy lean clay, a little gravel, gray, dark brown and brown (A-6)		8	M	SS	12	20				
15											
16											
17											
18	SANDY LEAN CLAY, a little gravel, gray mottled, firm, laminations of silty sand (CL) (A-6)	TILL									
19											
20			6	M	SS	14	23				
21											

AET CORP 22-02671.GPJ AET+CPT+WELL.GDT 3/11/14

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-29½'	3.25" HSA	12/20/13	1:51	31.0	29.5	30.5		27.0	
BORING COMPLETED: 12/20/13									
DR: TK LG: SHS Rig: 85C									

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SUBSURFACE BORING LOG

AET JOB NO: **22-02671**

LOG OF BORING NO. **B-6 (p. 2 of 2)**

PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	R
23	SANDY LEAN CLAY, a little gravel, gray mottled, firm, laminations of silty sand (CL) (A-6) (continued)	TILL (continued)									
24											
25			7	M	SS	16	25				
26											
27											
28	SANDY LEAN CLAY, a little gravel, gray, stiff (CL) (A-6)										
29											
30			14	M	SS	14	19				
31											
	END OF BORING										



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SUBSURFACE BORING LOG

AET JOB NO: **22-02671**

LOG OF BORING NO. **B-7 (p. 1 of 2)**

PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	5" Bituminous pavement	FILL		F			17				
2	FILL, mostly silty sand, a little gravel, dark brown (A-2-4)		70	F/M	SS	18					
3	FILL, mostly lean clay with sand, a little gravel, brown and dark brown, frozen to 2.5' (A-6)		7	M	SS	10	24				
4											
5	FILL, mostly sandy lean clay, a little gravel and lean clay, dark brown and brown (A-6)										
6			6	M	SS	6	13				
7											
8			6	M	SS	6	18				
9	LEAN CLAY, black, firm (CL) (A-6) (possible fill)	TOPSOIL OR FILL									
10			8	M	SS	6	27				
11											
12	SANDY LEAN CLAY, a little gravel, brown, a little light brown, very stiff, laminations of lean clay (CL) (A-6)	TILL									
13			15	M	SS	14	17				
14											
15	SANDY LEAN CLAY, a little gravel, brown, a little dark brown and light gray, very stiff, laminations of sandy silt and silt (CL) (A-6)		29	M	SS	18	17				
16											
17											
18	SANDY LEAN CLAY, a little gravel, possible cobbles around 20' and 22', gray, very stiff (CL) (A-6)										
19											
20			17	M	SS	16	17				
21											

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
0-29½'	3.25" HSA	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		12/26/13	12:15	21.0	19.5	19.3		19.0	
		12/26/13	12:25	21.0	19.5	19.3		18.7	
BORING COMPLETED: 12/26/13		12/26/13	12:40	31.0	29.5	29.8		29.1	
DR: SS LG: CD/MFg: 1C									

AET CORP 22-02671 GPJ AET-CPT+WELL.GDT 1/13/14

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SUBSURFACE BORING LOG

AET JOB NO: **22-02671**

LOG OF BORING NO. **B-7 (p. 2 of 2)**

PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
23	CLAYEY SAND, a little gravel, gray, very stiff, laminations of silty sand (SC) (A-6)	TILL (continued)	16	M	SS	18	18				
24											
25											
26											
27											
28					SS	18	16				
29											
30											
31	END OF BORING										



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SUBSURFACE BORING LOG

AET JOB NO: **22-02671**

LOG OF BORING NO.

B-8 (p. 1 of 2)

PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	2" Bituminous pavement	FILL									
1	FILL, mostly silty sand, a little gravel, brown, frozen (A-2-4)		50/5	F	SS	3	.12				
2	FILL, mostly clayey sand, a little gravel, brown and dark brown, frozen (A-6)										
3	SANDY LEAN CLAY, a little gravel, brown, a little gray and light brown, frozen to 2.5', laminations of sandy silt and silt (CL) (A-6)	TILL	14	F/M	SS	14	18				
4	SANDY LEAN CLAY, a little gravel, brown and brownish gray mottled to brown, stiff to very stiff, a lens of gravelly silty sand around 13' (CL) (A-6)		15	M	SS	16	17				
5											
6											
7											
8			18	M	SS	18	18				
9											
10			17	M	SS	18	19				
11											
12											
13			26	M	SS	18	20				
14	SANDY LEAN CLAY, a little gravel, brown, a little dark brown, very stiff (CL) (A-6)		28	M	SS	18	15				
15											
16											
17											
18	SANDY LEAN CLAY, a little gravel, brown, hard (CL) (A-6)										
19											
20			42	M	SS	2	16				
21											

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-24½'	3.25" HSA	12/26/13	1:50	26.0	24.5	24.1		23.0	
		12/26/13	1:55	26.0	24.5	24.1		22.5	
BORING COMPLETED: 12/26/13									
DR: SS LG: CD/MRg: 1C									

AET CORP 22-02671 GPJ AET-CPT-WELL.GDT 1/13/14

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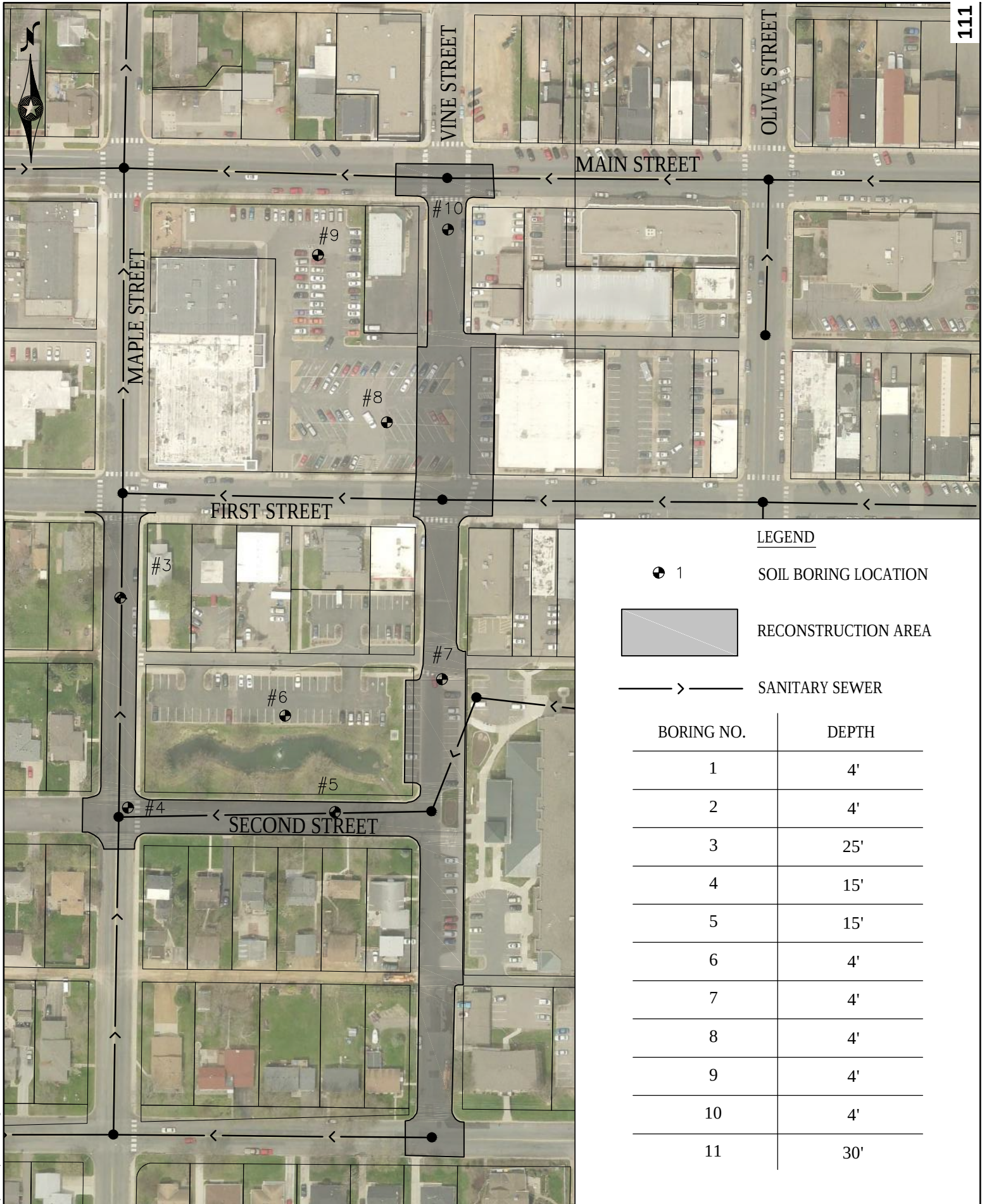
SUBSURFACE BORING LOG

AET JOB NO: **22-02671**

LOG OF BORING NO. **B-8 (p. 2 of 2)**

PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
23	SANDY LEAN CLAY, a little gravel, brown, hard (CL) (A-6) (continued)	TILL (continued)									
24	SANDY LEAN CLAY, a little gravel, brownish gray, very stiff, laminations of sandy silt (CL) (A-6)										
25			28	M	SS	16	17				
26	END OF BORING										



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CITY OF WACONIA, MINNESOTA
2015 INFRASTRUCTURE IMPROVEMENTS
SOIL BORING LOCATIONS



SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-3 (p. 1 of 2)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
	7" Bituminous pavement	FILL			 SU						
1	FILL, mostly sandy lean clay, a little gravel, brown and gray mottled, stiff (A-6)		12	M	 SS	7	19				
2	SANDY LEAN CLAY, a little gravel, brown and gray mottled, firm, laminations of silt (CL) (A-6)	WEATHERED TILL			 SS						
3			7	M	 SS	20	19				
4					 SS						
5	SANDY LEAN CLAY, a little gravel, brown and gray mottled to gray and brown mottled, stiff to very stiff, laminations of sandy silt (CL) (A-6)	TILL	13	M	 SS	16	19				
6					 SS						
7					 SS						
8			12	M	 SS	15	20				
9					 SS						
10					 SS						
11					 SS						
12					 SS						
13			13	M	 SS	18	20				
14					 SS						
15					 SS						
16			25	M	 SS	17	20				
17					 SS						
18	SANDY LEAN CLAY, a little gravel, gray, very stiff, laminations of sand (CL) (A-6)				 SS						
19					 SS						
20					 SS						
21			17	M	 SS	16	17				

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-24½'	3.25" HSA	8/18/14	11:05	26.0	24.5	24.5		None	
BORING COMPLETED: 8/18/14									
DR: SG LG: SB Rig: 91C									

AET CORP 20-12298.GPJ AET+OPT+WELL.GDT 8/28/14

[illegible]



SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-4 (p. 1 of 1)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	ohm-cm
1	12.5" Bituminous pavement	FILL		M	SU						
2	FILL, mostly lean clay, black and gray (A-7-6)		14	M	SS	8	21				
3	FILL, mostly clayey sand, a little gravel, gray, a little black (A-6)		9	M	SS	10	15				
4											
5	FILL, mostly organic clay, a little sand (A-8)		10	M	SS	8	42				
6											
7	FILL, mostly organic clay, a little sandy lean clay, black, a little gray (A-8)		4	M	SS	4	30				
8											
9											
10	SANDY LEAN CLAY, a little gravel, brown and gray mottled, firm (CL) (A-6)	TILL	7	M	SS	14	41 22				
11											
12	CLAYEY SAND, a little gravel, gray, soft to firm (CL) (A-6)		4	M	SS	16	22				
13											
14											
15			6	M	SS	17	19				
16	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-14½'	3.25" HSA	8/18/14	12:00	16.0	14.5	14.5		None	
BORING COMPLETED: 8/18/14									
DR: SG LG: SB Rig: 91C									



SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-5 (p. 1 of 2)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	6" Bituminous pavement	FILL			SU						
2	18" Crushed limestone, light brown (A-1-b)		13	M	SS	10					
3	FILL, mostly lean clay with sand, a little sand, black and gray (A-6)		7	M	SS	2	28				
4		SWAMP DEPOSIT			SU						
5	ORGANIC CLAY, black, soft to very soft (OH) (A-8)		2	W/M	SS	6	140				
6					SS						
7					SS						
8			1½	M	SS	18	140				
9					SS						
10	ORGANIC CLAY, trace shells and roots, black, very soft (OH) (A-8)		WH	M	SS	16	95				
11					SS						
12					SS						
13			WH	M	SS	18	164				
14					SS						
15	ORGANIC CLAY, trace shells and roots, black, a little brown and light gray, very soft, lenses and laminations of hemic peat (OH) (A-8)		WH	M	SS	18	197				
16					SS						
17	ORGANIC CLAY, trace roots, brown, very soft (OH) (A-8)		WH	M	SS	10	240				
18					SS						
19		TILL			SS						
20	CLAYEY SAND, a little gravel, gray, very soft to firm (SC) (A-6)		WH	W	SS	16	22				
21					SS						

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-24'	3.25" HSA	8/18/14	1:10	26.0	24.5	24.5		None	
BORING COMPLETED: 8/18/14									
DR: SG LG: SB Rig: 91C									

AET CORP 20-12298.GPJ AET+OPT+WELL.GDT 8/28/14



SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-5 (p. 2 of 2)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
23	CLAYEY SAND, a little gravel, gray, very soft to firm (SC) (A-6) <i>(continued)</i>	 TILL <i>(continued)</i>	6	M	 SS	18	24				
24											
25							21				
26	END OF BORING										



SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-6 (p. 1 of 1)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	3.75" Bituminous pavement	FILL			SU						
2	10.25" Crushed limestone base, light brown (A-1-b)		25	M	SS	16					
3	FILL, mostly sand with silt, a little gravel, geotextile at 14", brown (A-1-b)		5	M	SS	5	21				55
4	FILL, mostly sandy lean clay, gray and black (A-6)	SWAMP DEPOSIT									
5	ORGANIC CLAY, black, soft (OH) (A-8)		4	M	SS	10	92				
6	ORGANIC CLAY, trace shells and roots, dark brown to black, soft to firm (OH) (A-8)		2	M	SS	16	107				
7											
8											
9	CLAYEY SAND, gray, firm (SC) (A-6)	TILL	5	M	SS	15	113 19				55
10	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-8'	3.25" HSA	8/18/14	1:50	10.0	8.0	8.0		None	
BORING COMPLETED: 8/18/14									
DR: SG LG: SB Rig: 91C									

AET CORP 20-12298.GPJ AET+OPT+WELL.GDT 8/28/14



SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-7 (p. 1 of 1)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	6" Bituminous pavement	FILL	33	M	 SU	16					
	FILL, mostly silty sand with gravel, light brown (A-2-4)				 SS						
2	FILL, mostly sand with silt, a little gravel, light brown (A-3)				 SS						
3	ORGANIC CLAY, black, stiff (OH) (A-8)	SWAMP DEPOSIT	9	M	 SS	18	35				
4	SANDY LEAN CLAY, a little gravel, brown and gray mottled, soft to firm, laminations of sandy silt (CL) (A-6)	TILL	4	M	 SS	2	26				
5					 SS						
6					 SS						
7					 SS						
8					 SS	15	23				
9	CLAYEY SAND, a little gravel, gray and brown mottled, firm, laminations of sand (SC) (A-6)	TILL	7	M	 SS						
10					 SS	18	22				
11	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-9½'	3.25" HSA	8/18/14	9:05	11.0	9.5	9.5		None	
BORING COMPLETED: 8/19/14									
DR: SG LG: SB Rig: 91C									



SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-8 (p. 1 of 1)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	3" Bituminous pavement	FILL	6	M	SU SU SS	14	25				
2	8" Crushed limestone base, light brown (A-1-b)										
2	FILL, mostly sand with silt, a little gravel, brown (A-3)	FINE ALLUVIUM TILL	6	M	SS	17	21				
3	LEAN CLAY, slightly organic, black, firm (CL) (A-7-6)										
3	SANDY LEAN CLAY, brown, a little gray mottled, firm (CL) (A-6)										
4	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-2'	3.25" HSA	8/19/14	9:19	4.0	2.0	4.0		None	
BORING COMPLETED: 8/19/14									
DR: SG LG: SB Rig: 91C									



SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-9 (p. 1 of 1)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	3" Bituminous pavement	FILL	9	M	SU SU SS	8	19				
	5" Crushed limestone base, light brown (A-1-b)										
	FILL, mostly sandy lean clay, gray (A-6)										
2	SANDY LEAN CLAY, a little gravel, brown and gray mottled, firm, laminations of sandy silt (CL) (A-6)	TILL	9	M	SS	22	18				
3											
4	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-2'	3.25" HSA	8/19/14	9:34	4.0	2.0	4.0		None	
BORING COMPLETED: 8/19/14									
DR: SG LG: SB Rig: 91C									

AET CORP 20-12298.GPJ AET+OPT+WELL.GDT 8/28/14



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SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-10 (p. 1 of 1)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	2" Bituminous pavement	FILL	16	M	SU SU SS	11	15				
	14" Crushed limestone base, light brown (A-1-b)										
2	FILL, mostly sandy lean clay with gravel, brown and gray	TILL OR FILL	13	M	SS	17	15				
3	CLAYEY SAND, a little gravel, brown, stiff, lenses of sand with silt (SC) (A-6) (possible fill)										
4	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-2'	3.25" HSA	8/19/14	9:55	4.0	2.0	4.0		None	
BORING COMPLETED: 8/19/14									
DR: SG LG: SB Rig: 91C									

AET CORP 20-12298.GPJ AET+OPT+WELL.GDT 8/28/14



	Project: Waconia Apartments Waconia, Minnesota		AET Report No.: P-0006217	
	Subject: Approximate Soil Boring Locations		Date: 11/8/2021	
	Scale: Shown	Prepared By: AS	Checked By: JS	
			Figure 1	



SUBSURFACE BORING LOG

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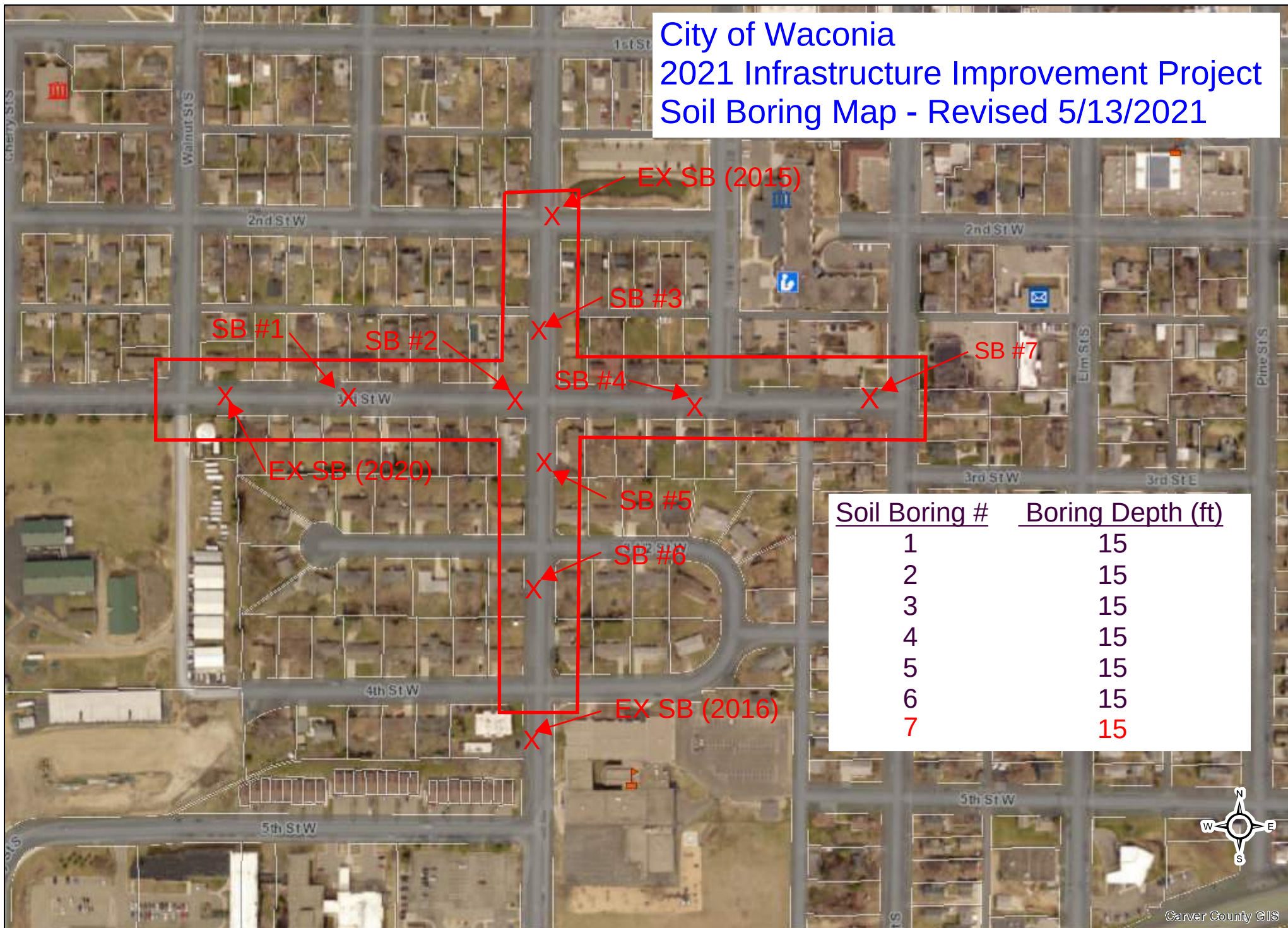
AET JOB NO: **P-0006217** LOG OF BORING NO. **B-1 (p. 1 of 1)**
 PROJECT: **Waconia Apartment Complex; Waconia, MN**
 SURFACE ELEVATION: **1040.4** LATITUDE: **44.84753** LONGITUDE: **-93.7875**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	FILL, mostly clayey sand with organic fines, a little gravel, black (topsoil)	FILL	4	M	SS	10	18				
2	FILL, mostly gravelly sand with silt, brown										
3			15	M	SS	11					
4											
5	FILL, mixture of gravelly sand with silt and clayey sand, brown		14	M	SS	10					
6											
7	FILL, mostly gravelly sand with silt, brown		10	M	SS	7					
8		COARSE ALLUVIUM									
9			12	M	SS	12					
10											
11											
12	SAND WITH SILT WITH GRAVEL, medium grained, dark brown, waterbearing, loose to medium dense (SP-SM)		10	W	SS	15					
13											
14			13	W	SS	13					12
15											
16											
17											
18											
19											
20			16	W	SS	12					
21											
22											
23											
24			17	W	SS	13					
END OF BORING											

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-23'	3.25" HSA	10/21/21	12:43	14.0	12.0	15.0		12.5	
		10/21/21	12:59	24.5	23.0	24.0		12.9	
BORING COMPLETED: 10/21/21									
DR: GH LG: JJ Rig: 91C									

AET CORP W-LAT-LONG P-0006217.GPJ AET+OPT+WELL.GDT 11/15/21

City of Waconia 2021 Infrastructure Improvement Project Soil Boring Map - Revised 5/13/2021



This map was created using Carver County's Geographic Information Systems (GIS), it is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.



Haugo GeoTechnical Services
2825 Cedar Ave South
Minneapolis, MN 55407
Telephone: 612-729-2959
Fax: 763-445-2238

BORING NUMBER SB-2

PAGE 1 OF 1

CLIENT	Bolton & Menk	PROJECT NAME	2022 Waconia Infrastructure Improvements
PROJECT NUMBER	21-0538	PROJECT LOCATION	Waconia, MN
DATE STARTED	6/29/21	COMPLETED	6/29/21
GROUND ELEVATION	1011.5 ft	HOLE SIZE	3 1/4 inches
DRILLING CONTRACTOR	HGTS - 120	GROUND WATER LEVELS:	
DRILLING METHOD	Hollow Stem Auger/Split Spoon	AT TIME OF DRILLING	--- Not Encountered
LOGGED BY	GD	CHECKED BY	PG
NOTES			
		AT END OF DRILLING	---
		AFTER DRILLING	--- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	MOISTURE CONT. (%)	NOTES	▲ SPT N VALUE ▲			
								20	40	60	80
								PL	MC	LL	
								20	40	60	80
								□ FINES CONTENT (%) □			
								20	40	60	80
0.0		Approximately 3 Inches of Bituminous Asphalt									
		Approximately 4 Inches of Aggregate Base									
		(SC) Clayey Sand, fine to medium grained, trace Gravel, brown, medium. (Glacial Till)	AU 29								
2.5		P-200 = 43.5	SS 30		3-3-3 (6)	18.5					
5.0			SS 31		2-3-3 (6)						
7.5		(CL) Sandy Lean Clay, trace Gravel, wet, soft to rather stiff. (Glacial Till)	SS 32		1-2-2 (4)	22					
10.0			SS 33		3-5-6 (11)						
12.5		(CL) Sandy Lean Clay, trace Gravel, gray, wet, rather stiff. (Glacial Till)	SS 34		3-5-7 (12)						
			SS 35		6-6-6 (12)						

Bottom of borehole at 14.5 feet.

GEOTECH BH PLOTS - GINT STD US LAB GDT - 8/12/21 16:22 - C:\USERS\HGTS 3\DROPBOX\HGTS\HAUGO GEOTECHNICAL SERVICES\GINT PROJECT BACKUP\PROJECTS\21-0538 2022 WACONIA INFRASTRUCTURE IMPROVEMENTS.GPJ



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BORING NUMBER SB-4

PAGE 1 OF 1

CLIENT Bolton & Menk
PROJECT NUMBER 21-0538
DATE STARTED 6/29/21 COMPLETED 6/29/21
DRILLING CONTRACTOR HGTS - 120
DRILLING METHOD Hollow Stem Auger/Split Spoon
LOGGED BY GD CHECKED BY PG
NOTES _____

PROJECT NAME 2022 Waconia Infrastructure Improvements
PROJECT LOCATION Waconia, MN
GROUND ELEVATION 1010.2 ft HOLE SIZE 3 1/4 inches
GROUND WATER LEVELS:
AT TIME OF DRILLING --- Not Encountered
AT END OF DRILLING ---
AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	MOISTURE CONT. (%)	NOTES	▲ SPT N VALUE ▲			
								20	40	60	80
0.0		Approximately 3 Inches of Bituminous Asphalt Approximately 4 Inches of Aggregate Base P-200 = 7% Sandy Lean Clay, gray and black, wet. (Fill)	AU 36			4					
2.5		Organic Content = 4%	SS 37		2-2-3 (5)	20.5					
5.0		Sandy Lean Clay, black, wet. (Fill) Organic Content = 10.5%	SS 38		3-3-4 (7)	35					
7.5		(CL) Sandy Lean Clay, trace Gravel, brown, wet, medium to rather stiff. (Glacial Till)	SS 39		2-2-5 (7)						
10.0			SS 40		3-5-7 (12)						
12.5			SS 41		4-5-6 (11)						
		(CL) Sandy Lean Clay, trace Gravel, gray, wet, rather stiff. (Glacial Till)	SS 42		4-4-8 (12)						

Bottom of borehole at 14.5 feet.

GEOTECH BH PLOTS - GINT STD US LAB.GDT - 8/12/21 16:22 - C:\USERS\HGTS 3D\PROJECTS\21-0538 2022 WACONIA INFRASTRUCTURE IMPROVEMENTS.GPJ



Haugo GeoTechnical Services
2825 Cedar Ave South
Minneapolis, MN 55407
Telephone: 612-729-2959
Fax: 763-445-2238

BORING NUMBER SB-7

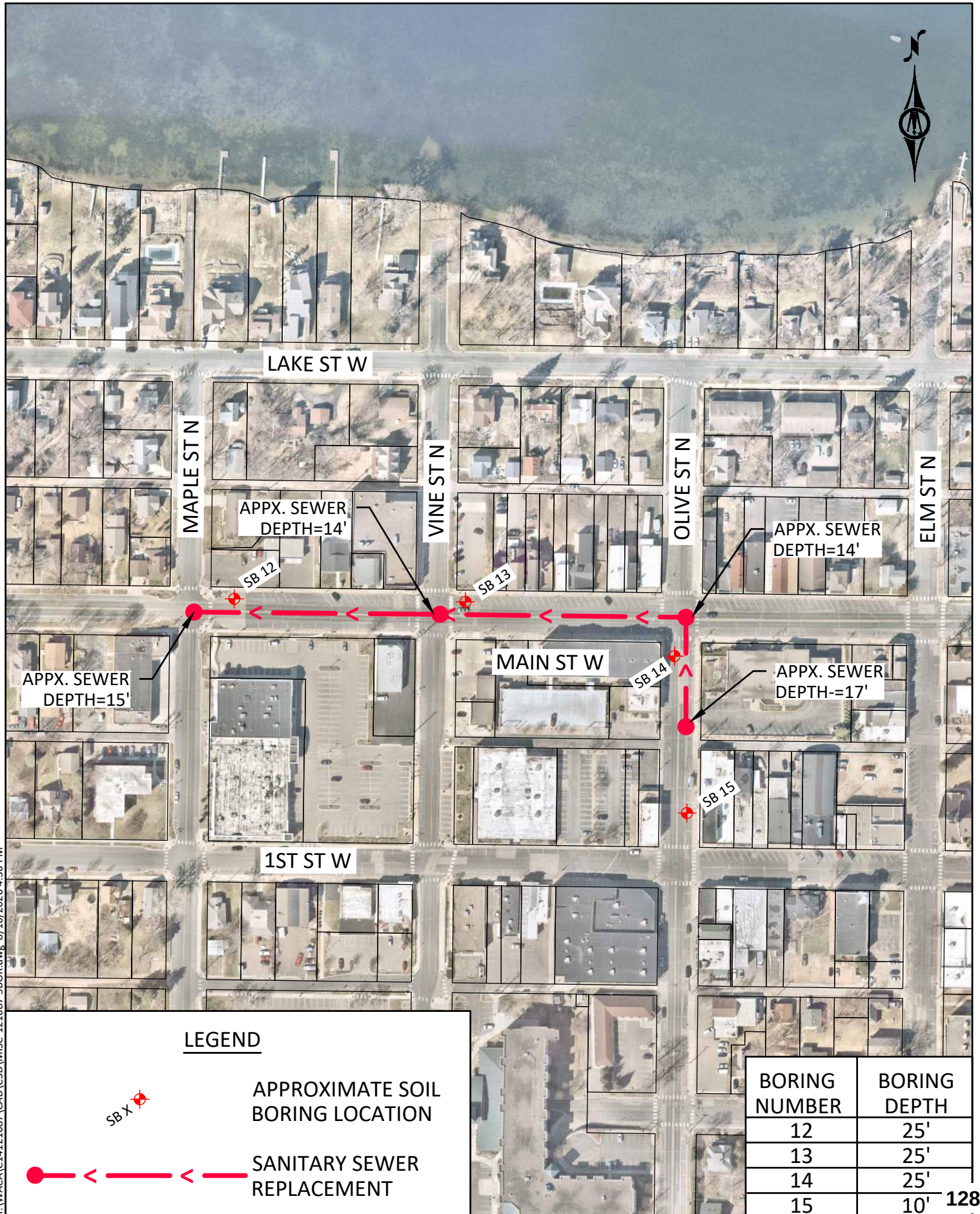
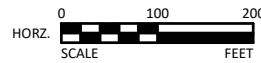
PAGE 1 OF 1

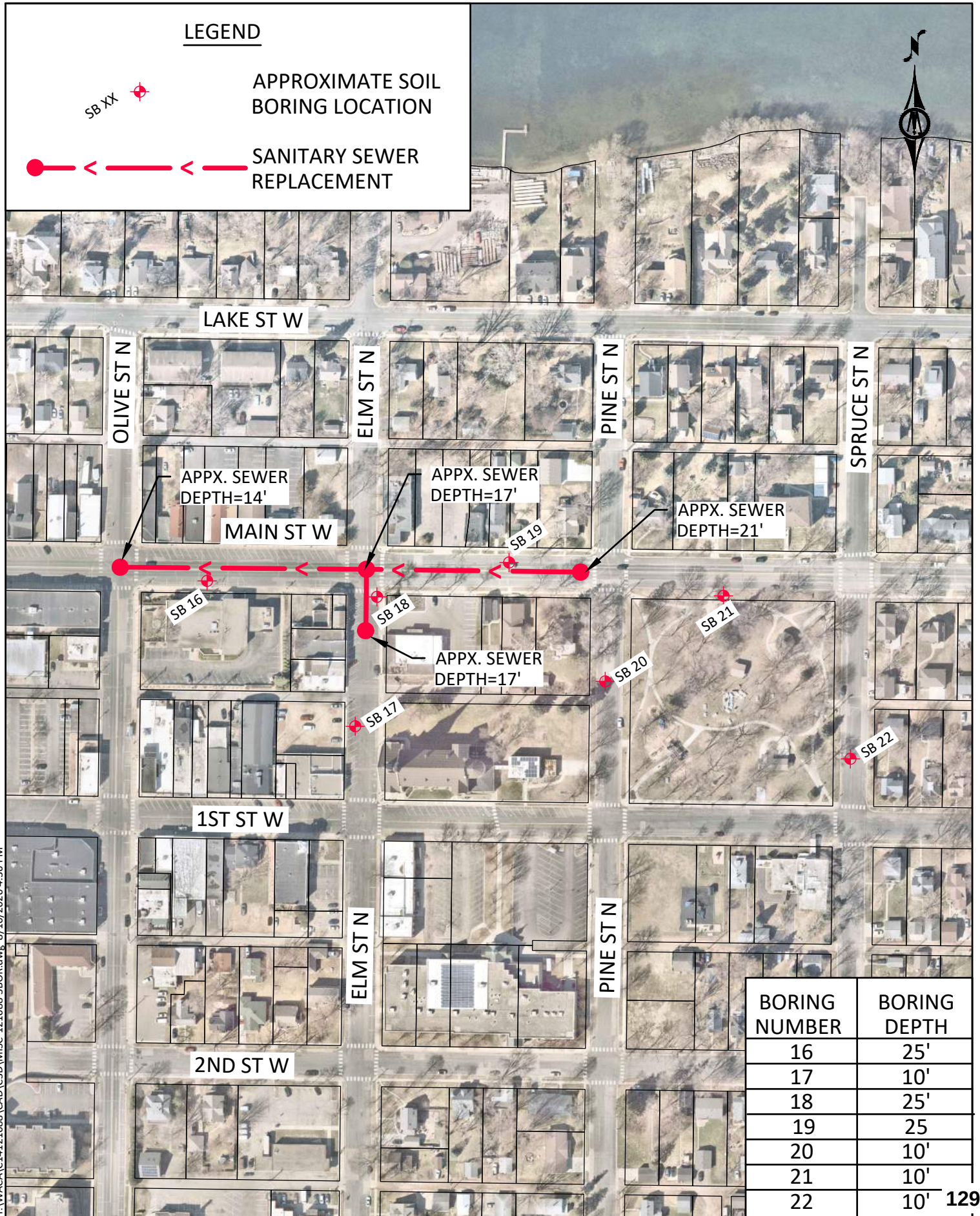
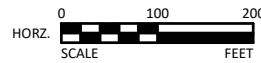
CLIENT	Bolton & Menk	PROJECT NAME	2022 Waconia Infrastructure Improvements
PROJECT NUMBER	21-0538	PROJECT LOCATION	Waconia, MN
DATE STARTED	6/29/21	COMPLETED	6/29/21
DRILLING CONTRACTOR	HGTS - 120	GROUND ELEVATION	1032.9 ft
DRILLING METHOD	Hollow Stem Auger/Split Spoon	HOLE SIZE	3 1/4 inches
LOGGED BY	GD	CHECKED BY	PG
NOTES			
		GROUND WATER LEVELS:	
		▽ AT TIME OF DRILLING	12.50 ft / Elev 1020.40 ft
		AT END OF DRILLING	---
		AFTER DRILLING	--- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	MOISTURE CONT. (%)	NOTES	▲ SPT N VALUE ▲			
								20	40	60	80
								PL	MC	LL	
0.0								20	40	60	80
		Approximately 3 Inches of Bituminous Asphalt									
		Approximately 4 Inches of Aggregate Base									
		(CL-ML) Silty Clay, brown, moist, medium (Glacial Till)	AU 43								
2.5		P-200 = 64.5%	SS 44		3-4-4 (8)	23.5					
5.0		(ML) Sandy Silt, fine grained, brown and gray, moist, loose. (Glacial Till)	SS 45		3-4-5 (9)						
7.5			SS 46		3-4-3 (7)	30					
10.0		(SM) Silty Sand, fine to medium grained, brown, waterbearing, loose to medium dense. (Glacial Till)	SS 47		4-5-6 (11)						
12.5	▽		SS 48		2-4-6 (10)						
		(ML) Sandy Silty, fine grained, brown, waterbearing, loose. (Glacial Till)	SS 49		1-2-3 (5)						

Bottom of borehole at 14.5 feet.

GEOTECH BH PLOTS - GINT STD US LAB.GDT - 8/12/21 16:22 - C:\USERS\HGTS 3\DROPBOX (HGTS)\HAUGO GEOTECHNICAL SERVICES\GINT PROJECT BACKUP\PROJECTS\21-0538 2022 WACONIA INFRASTRUCTURE IMPROVEMENTS.GPJ







SUBSURFACE BORING LOG

AET No: **20-23155** Log of Boring No. **B-12 (p. 1 of 1)**
Project: **2022 and 2023 Infrastructure Improvement Projects; Waconia, MN**

DEPTH IN FEET	Surface Elevation <u>1011.5</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	7½" Bituminous pavement	FILL									
2	FILL, mostly silty sand with gravel, pieces of concrete, geotextile, brown, A-1-b		75	M		3					
3	FILL, mostly silty sand with gravel, a little clayey sand and gravel, pieces of bituminous pavement, brown, A-1-b		28	M		22					
4											
5	FILL, mostly sandy lean clay, a little gravel, brown and dark brown, A-6		11	M		18	24				
6											
7											
8			2	M		4	23				
9											
10			5	M		10	21				
11											
12	ORGANIC CLAY, black, firm, A-8 (OL/OH)	SWAMP DEPOSIT									
13			8	M		12	26				
14		FINE ALLUVIUM									
15	SANDY LEAN CLAY, slightly organic, dark brown, grayish brown, firm, A-6 (CL)		7	M		22	24				
16		TILL									
17	SANDY LEAN CLAY, a little gravel, brown and gray mottled, a little light gray, stiff, laminations of silt, A-6 (CL)		14	M		15	14				
18											
19	CLAYEY SAND, a little gravel, brown and a little dark brown, very stiff, laminations of sandy silt, A-6 (SC)		22	M		13	18				
20											
21	CLAYEY SAND, a little gravel, brown, very stiff, laminations of silty sand, A-6 (SC)		24	M		17	20				
22											
23											
24	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-22½'	3.25" HSA								
		10/6/20	11:40	24.0	22.5	23.9		None	
		10/6/20	11:50	24.0	22.5	23.9		None	
BORING COMPLETED: 10/6/20									
DR: DS LG: SB Rig: 1C									

AET CORP 20-23155.GPJ AET-CPT+WELL 20181012 JG.GDT 12/15/20



SUBSURFACE BORING LOG

AET No: **20-23155** Log of Boring No. **B-13 (p. 1 of 1)**
Project: **2022 and 2023 Infrastructure Improvement Projects; Waconia, MN**

DEPTH IN FEET	Surface Elevation <u>1012.3</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	6½" Bituminous pavement	FILL	18	M	 SU	17					
2	8½" FILL, crushed limestone, light brown A-1-b				 SS						
3	FILL, mostly silty sand, a little clayey sand and gravel, brown, A-2-4				 SS						
4					 SS						
5	FILL, mostly gravelly sand with silt, brown, A-1-b	FINE ALLUVIUM	6	M	 SS	18	29				
6					 SS						
7	SANDY LEAN CLAY, brown, a little gray, firm, laminations of sand and silt, A-6 (CL)				 SS						
8					 SS						
9		TILL	5	M	 SS	24	18				
10	SANDY LEAN CLAY, a little gravel, brown, firm, laminations of silty sand, A-6 (CL)				 SS						
11					 SS						
12					 SS						
13	SANDY LEAN CLAY, a little gravel, gray, very stiff to stiff, A-6 (CL)		19	M	 SS	24	17				
14					 SS						
15					 SS						
16					 SS						
17			14	M	 SS	18	18				56
18					 SS						
19	CLAYEY SAND, a little gravel, gray, a little brown, hard, laminations of silty sand, A-6 (SC)				 SS						
20					 SS						
21			47	M	 SS	18	15				
22					 SS						
23	CLAYEY SAND, a little gravel, gray, a little light gray, hard, laminations of sand (SC)				 SS						
24					 SS						
25	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
0-22½'	3.25" HSA	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		10/6/20	10:10	24.0	22.5	23.8		None	
		10/6/20	10:20	24.0	22.5	23.8		None	
BORING COMPLETED: 10/6/20									
DR: DS LG: SB Rig: 1C									

AET CORP 20-23155.GPJ AET-CPT+WELL 20181012 JG GDT 12/15/20



SUBSURFACE BORING LOG

AET No: 20-23155		Log of Boring No. B-14 (p. 1 of 1)										
Project: 2022 and 2023 Infrastructure Improvement Projects; Waconia, MN												
DEPTH IN FEET	Surface Elevation <u>1017.4</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS					
							WC	DEN	LL	PL	%-#200	
1	6¾" Bituminous pavement	FILL				SU						
2	FILL, mostly silty sand with gravel, brown, A-1-b		11	M		SS	15	11				
3	FILL, mostly clayey sand, a little silty sand and gravel, brown, A-6		7	M		SS	7	11				
4												
5												
6							4	14				
7												
8	FILL, mostly sandy lean clay, a little gravel, brown, A-6		1	M		SS	12	22				
9												
10	SANDY LEAN CLAY, a little gravel, brown to brown and dark brown mottled, firm to very stiff, A-6 (CL)	TILL	7	M		SS	18	19				
11												
12												
13				18			SS	22	18			
14												
15	SANDY LEAN CLAY, a little gravel, grayish brown, stiff to very stiff, A-6 (CL)		15	M		SS	18	19				
16												
17												
18												
19												
20			18	M		SS	18	21				
21												
22												
23												
24	END OF BORING		16	M		SS	18	22				
DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG			
0-22½' 3.25" HSA		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL				
		10/6/20	1:10	24.0	22.5	24.0		19.6				
		10/6/20	1:30	24.0	22.5	23.9		13.7				
BORING COMPLETED: 10/6/20												
DR: DS LG: SB Rig: 1C												

AET CORP 20-23155.GPJ AET-CPT+WELL 20181012 JG.GDT 12/15/20



SUBSURFACE BORING LOG

AET No: 20-23155		Log of Boring No. B-15 (p. 1 of 1)											
Project: 2022 and 2023 Infrastructure Improvement Projects; Waconia, MN													
DEPTH IN FEET	Surface Elevation <u>1025.6</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS						
							WC	DEN	LL	PL	%-#200		
1	6½" Bituminous pavement	FILL	16	M		SU	14						
2	FILL, mostly silty sand with gravel, pieces of bituminous pavement at 3', brown and black, A-1-b												
3													
4													
5	FILL, mostly sandy lean clay, a little silty sand and gravel (apparent boulder at 5'), brown, a little light tan, A-6	55/6	M		SS	6	17						
6													
7													
8	SANDY LEAN CLAY, a little gravel, grayish brown and brown mottled, a little light gray, stiff, laminations of silt and sandy silt, stiff, A-6 (CL)		TILL	12	M		SS	24	20				
9													
END OF BORING													

DEPTH: 0-7½'		DRILLING METHOD: 3.25" HSA		WATER LEVEL MEASUREMENTS					NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		10/6/20	1:50	9.5	7.5	9.4		None	
BORING COMPLETED: 10/6/20									
DR: DS LG: SB Rig: 1C									



SUBSURFACE BORING LOG

AET No: 20-23155		Log of Boring No. B-16 (p. 1 of 1)									
Project: 2022 and 2023 Infrastructure Improvement Projects; Waconia, MN											
DEPTH IN FEET	Surface Elevation <u>1019.7</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	5¾" Bituminous pavement	FILL				SU					
2	FILL, mostly silty sand, a little gravel, brown, A-2-4		27	M		SS	17				
3	FILL, mostly clayey sand, a little silty sand, gravel and bituminous pavement, brown, A-6		17	M		SS	18	15			
4											
5	SANDY LEAN CLAY, a little gravel, brown, a little gray mottled to brown, stiff to very stiff, A-6 (CL)	TILL	11	M		SS	22	19			
6											
7											
8			13	M		SS	24	20			
9											
10			15	M		SS	24	20			
11											
12											
13			17	M		SS	24	18			
14											
15			15	M		SS	24	19			54
16											
17											
18											
19											
20		16	M		SS	18	19				
21											
22	CLAYEY SAND, a little gravel, brown, hard, lens of silty sand, A-6 (SC)										
23		39	M/W		SS	18	16				
24	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
0-22½'	3.25" HSA	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		10/7/20	9:40	24.0	22.5	24.0		23.0	
		10/7/20	9:50	24.0	22.5	24.0		21.4	
BORING COMPLETED: 10/7/20									
DR: DS LG: SB Rig: 1C									



AET No: 20-23155 Log of Boring No. B-17 (p. 1 of 1)

Project: 2022 and 2023 Infrastructure Improvement Projects; Waconia, MN

AET_CORP 20-23155.GPJ AET+CPT+WELL 20181012 JG.GDT 12/15/20



SUBSURFACE BORING LOG

AET No: **20-23155** Log of Boring No. **B-18 (p. 1 of 1)**
Project: **2022 and 2023 Infrastructure Improvement Projects; Waconia, MN**

DEPTH IN FEET	Surface Elevation 1032.1	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS					
	MATERIAL DESCRIPTION						WC	DEN	LL	PL	%-#200	
1	5½" Bituminous pavement	FILL	28	M		SU	15					
	FILL, mostly gravelly silty sand, brown, A-1-b					SS						
2	FILL, mostly gravelly clayey sand, brown, A-2-6					SS						
3			6	M		SS	19	12				
4												
5	FILL, mostly clayey sand, a little gravel, brown, A-6								6	M		SS
6												
7		SANDY LEAN CLAY, a little gravel, brown, firm to very stiff, A-6 (CL)		TILL	7	M		SS				
8												
9												
10	12				M		SS	24	20			
11												
12												
13	19				M		SS	24	19			
14												
15												
16	20				M		SS	18	20			
17												
18												
19							SS	18	20			
20												
21												
22							SS	18	19			
23												
24												
END OF BORING												

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
0-23'	3.25" HSA	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		10/7/20	11:30	24.5	23.0	24.3		None	
		10/7/20	11:40	24.5	23.0	24.3		None	
BORING COMPLETED: 10/7/20									
DR: DS LG: SB Rig: 1C									

AET CORP 20-23155.GPJ AET-CPT+WELL 20181012 JG.GDT 12/15/20



SUBSURFACE BORING LOG

AET No: 20-23155		Log of Boring No. B-19 (p. 1 of 1)									
Project: 2022 and 2023 Infrastructure Improvement Projects; Waconia, MN											
DEPTH IN FEET	Surface Elevation <u>1039.6</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	7 1/4" Bituminous pavement	FILL				SU					
2	FILL, mostly silty sand, a little gravel, brown, A-2-4		19	M		SS	15				
3	FILL, mixture of clayey sand and silty sand with cinders, a little gravel, brown and dark brown. A-2-4 and A-6		11	M		SS	19	15			
4											
5	SANDY LEAN CLAY, a little gravel, brown to brown with a little gray mottled, stiff, A-6 (CL)	TILL	13	M		SS	22	18			
6											
7											
8			14	M		SS	20	20			
9											
10											
11			12	M		SS	24	21			
12											
13			13	M		SS	24	22			
14											
15			13	M		SS	18	21			
16											
17											
18											
19											
20			15	M		SS	18	20			
21											
22											
23											
24		12	M		SS	18	21			57	
END OF BORING											
DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG		
0-23' 3.25" HSA		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL			
		10/7/20	1:10	24.5	23.0	24.0		None			
		10/7/20	1:20	24.5	23.0	24.0		None			
BORING COMPLETED: 10/7/20											
DR: DS LG: SB Rig: 1C											

AET CORP 20-23155.GPJ AET-CPT+WELL 20181012 JG.GDT 12/15/20



SUBSURFACE BORING LOG

AET No: **20-23155** Log of Boring No. **B-20 (p. 1 of 1)**
Project: **2022 and 2023 Infrastructure Improvement Projects; Waconia, MN**

DEPTH IN FEET	Surface Elevation <u>1047.1</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	2½" Bituminous pavement	FILL				SU	7				
2	FILL, mixture of clayey sand and silty sand, a little gravel, dark brown, A-2-6	TOPSOIL OR FILL	2	M		SS	6	28			
3	LEAN CLAY with sand, slightly organic, dark grayish brown, A-6 (possible fill) (CL)	TILL	12	M		SS	10	22			
4	SANDY LEAN CLAY, a little gravel, brown, stiff, A-6 (CL)										
5	SANDY LEAN CLAY, a little gravel, brown, a little gray and light brown, stiff, laminations of sandy silt, A-6 (CL)		11	M		SS	20	22			
6											
7											
8	LEAN CLAY, brown, a little gray, stiff, laminations of silt, A-6 (CL)	FINE ALLUVIUM	11	M		SS	24	33			
9											
END OF BORING											

DEPTH: 0-7½'	DRILLING METHOD: 3.25" HSA	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG		
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL			
		10/8/20	10:50	9.5	7.5	9.5		None			
BORING COMPLETED: 10/8/20											
DR: DS LG: SB Rig: 1C											



SUBSURFACE BORING LOG

AET No: 20-23155		Log of Boring No. B-21 (p. 1 of 1)									
Project: 2022 and 2023 Infrastructure Improvement Projects; Waconia, MN											
DEPTH IN FEET	Surface Elevation <u>1043.2</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	5" Bituminous pavement	FILL	25	M		17	23				
	FILL, mostly silty sand, a little gravel, brown, A-2-4				SS						
2	FILL, mostly silty sand with gravel, pieces of bituminous, dark brown, A-1-b				SS						
3		TILL	11	M		19	22				
4	SANDY LEAN CLAY, a little gravel, brown, stiff, A-6 (CL)										
5	SANDY LEAN CLAY, a little gravel, brown, a little light brown, stiff, laminations of sandy silt, A-6 (CL)				SS						
6											
7											
8	SANDY LEAN CLAY, a little gravel, brown mottled, very stiff, A-6 (CL)		18	M		18	19				
9											
END OF BORING											

DEPTH: 0-7½'		DRILLING METHOD: 3.25" HSA		WATER LEVEL MEASUREMENTS					NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		10/8/20	9:35	9.5	7.5	9.5		None	
BORING COMPLETED: 10/8/20									
DR: DS LG: SB Rig: 1C									

[illegible]

City of Waconia Downtown Reconstruction, Phase 3 Project Improvement Hearing



January 21, 2025

Presentation Format

- General Project Timeline & Key Issues
- Project Scope & Cost Information
- Project Financing & Funding
- City Assessment Policy & Assessment Area Map
- Project Cost Summary & Next Steps
- Questions / Comments / Discussion

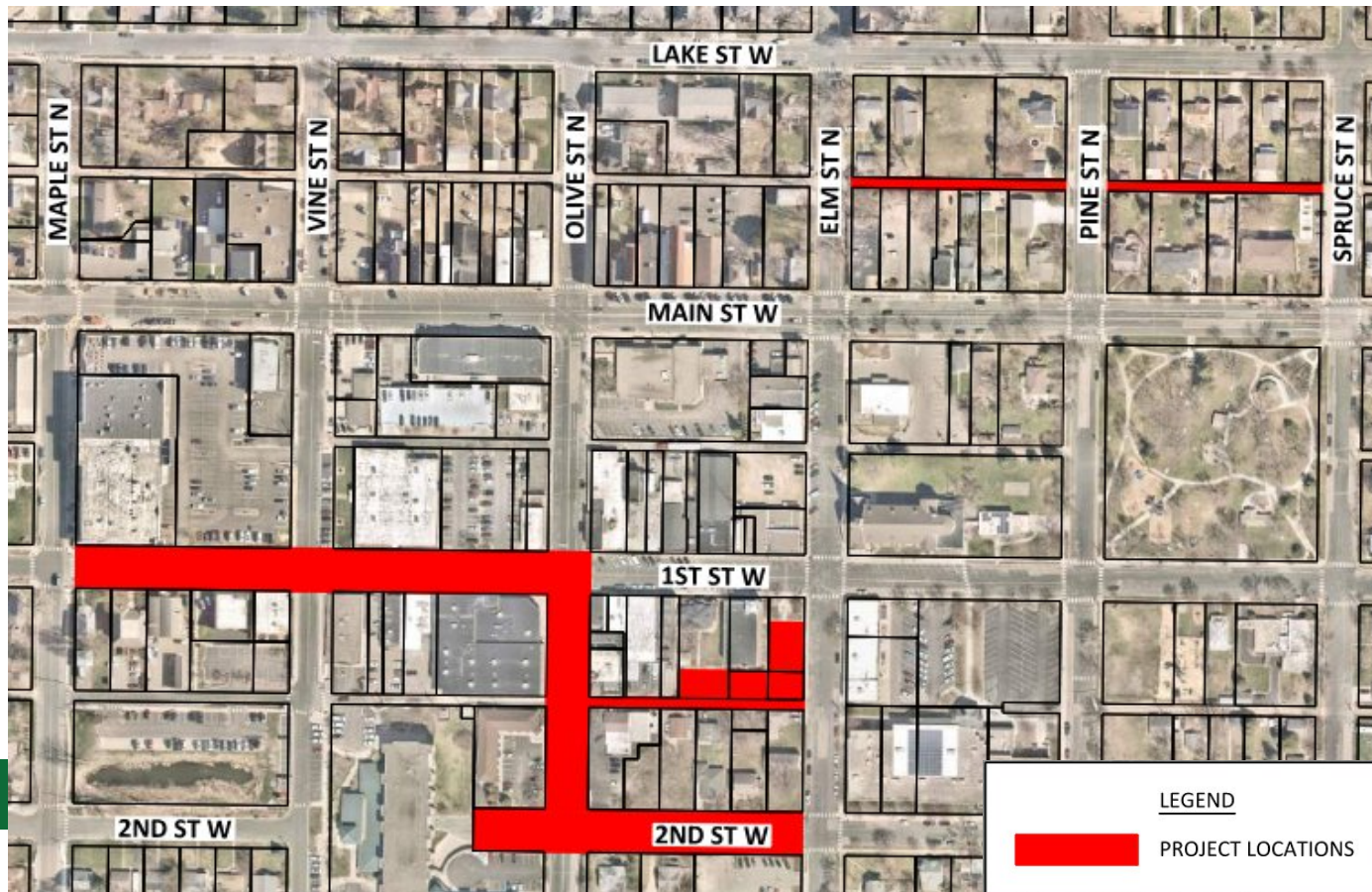
General Project Timeline

- To Date the Following Items Have Been Completed:
 - City Council Authorized the Preliminary Project Items
 - Completed Soil Borings & Topographic Survey Work
 - Initiated Property Inspections & Business Questionnaires
 - Discussed Project w/ City Council & Identified the Project Scope
 - Completed Feasibility Study, Approved Feasibility Study, & Called for Public Hearing
- Items Remaining in Process:
 - Conduct Public Hearing (Tonight) & Order Improvements (Possibly Tonight)
 - Conduct Remaining Property Inspections & Obtain Remaining Business Questionnaires
 - Complete Assessment Benefit Evaluation
 - Hold a Public Open House
 - Receive Plans and Specifications / Authorize Advertising for Bids
 - Open Bids and Award Contract
 - Obtain Project Financing
 - Construct Project
 - Hold a Final Assessment Public Hearing & Close Out Project



Key Issues

- Transportation Facilities
 - Pavement in Poor Condition
- Pedestrian Facilities
 - Sidewalks in Poor Condition
 - Non-compliant ADA Pedestrian Ramps & Sidewalk Segments
- Drainage Facilities
 - Inadequate Pipe Sizing
 - Storm MH's & Pipe in Poor Condition
 - Lack of Stormwater Treatment
- Municipal Utility Facilities
 - Undersized Watermain & Lead Services
 - Sewer MH's & Pipe in Poor Condition



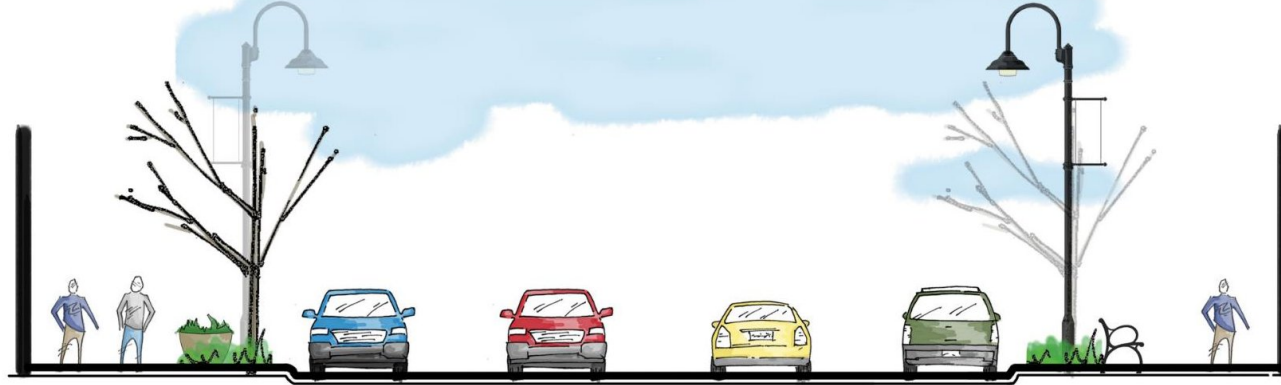
Proposed Street Improvements

- Complete Street Reconstruction
 - Truck Route Section on 1st Street, Olive Street, & 2nd Street
 - Modified Residential Section on Alleys
- Minimal Proposed Changes to Most Street Widths
 - 1st Street West Block 46 Feet Wide
 - 1st Street East Block 48 Feet Wide
 - Olive Street 48 Feet Wide
 - 2nd Street 42 Feet Wide From Olive Street to Elm Street
- Olive Street Reduced from 45 Feet to 28 Feet w/ a Concrete Area to Allow for Truck Movements
- Proposed Parking – Same as Existing Parking Configurations (Parallel) Except for the East Block of 1st Street
 - Option A: Parallel Parking Both Sides w/ 18 Stalls (Matches Existing Count)
 - Option B: Parallel Parking on the South Side & Angled Parking on the North Side w/ 23 Stalls (Additional 5 Stalls)

- Width of 2nd Street West of

Proposed Parallel Parking Street Footprint

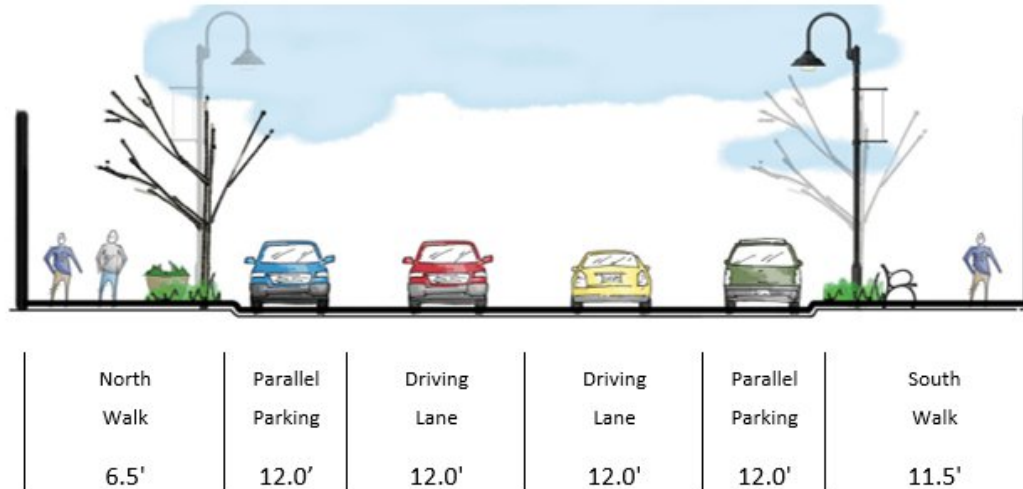
(Olive St.. East Block of 2nd St.. & West Block of 1st St.)



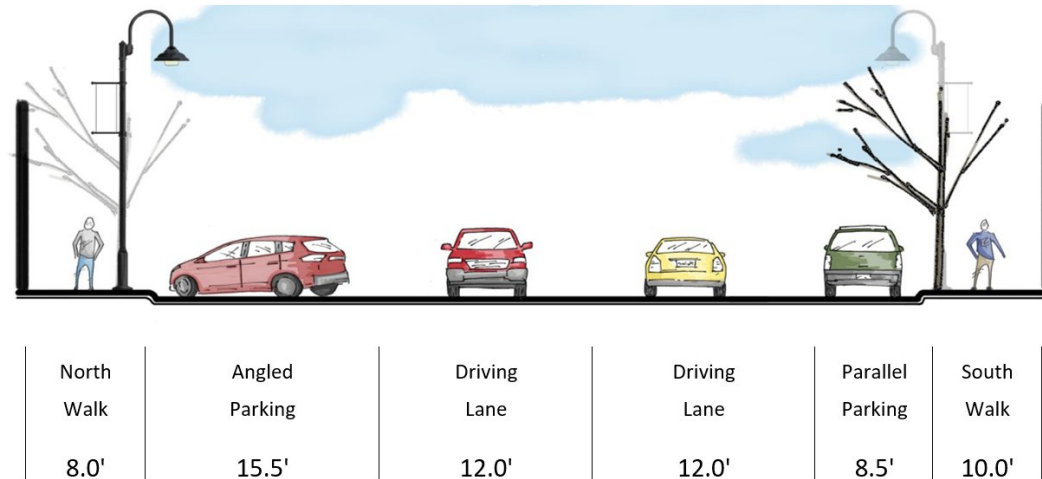
- Total Right-of-Way Width to Remain at 66 Feet
- Minor Changes to Roadway Widths
 - Olive Street = 48 Feet Wide (Matches 2023 Phase 1 Project)
 - 2nd Street (East Block) = 42 Feet Wide
 - 1st Street (West Block) = 46 Feet Wide (Matches 2014 Project)
- Sidewalk Widths Vary Between 5 Feet to 10 Feet

Proposed East Block of 1st Street Footprint

Option A -
Parallel
Parking on
Both Sides

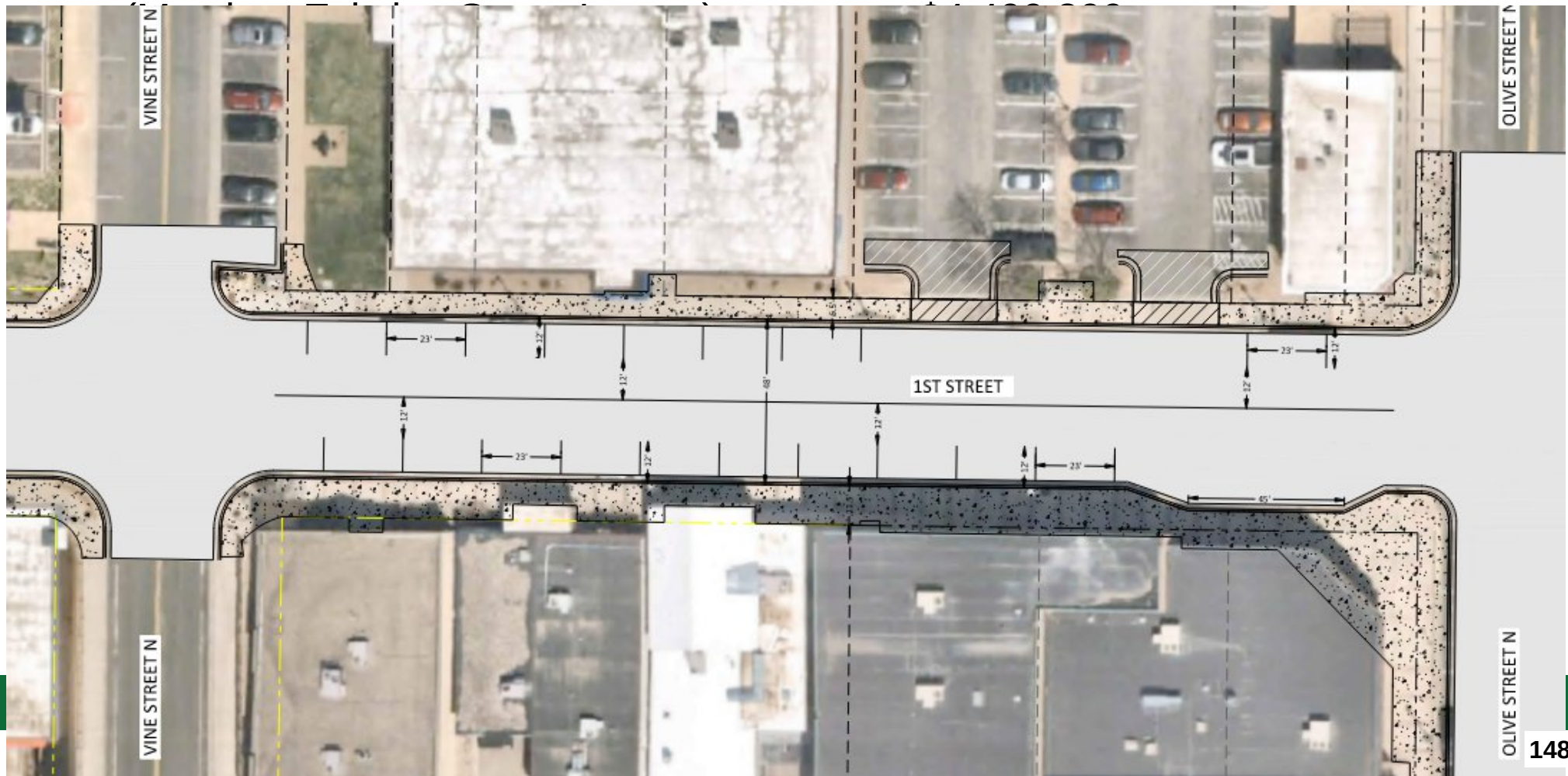


Option B –
45-Degree
Angled Parking
on North Side &
Parallel Parking
on South Side



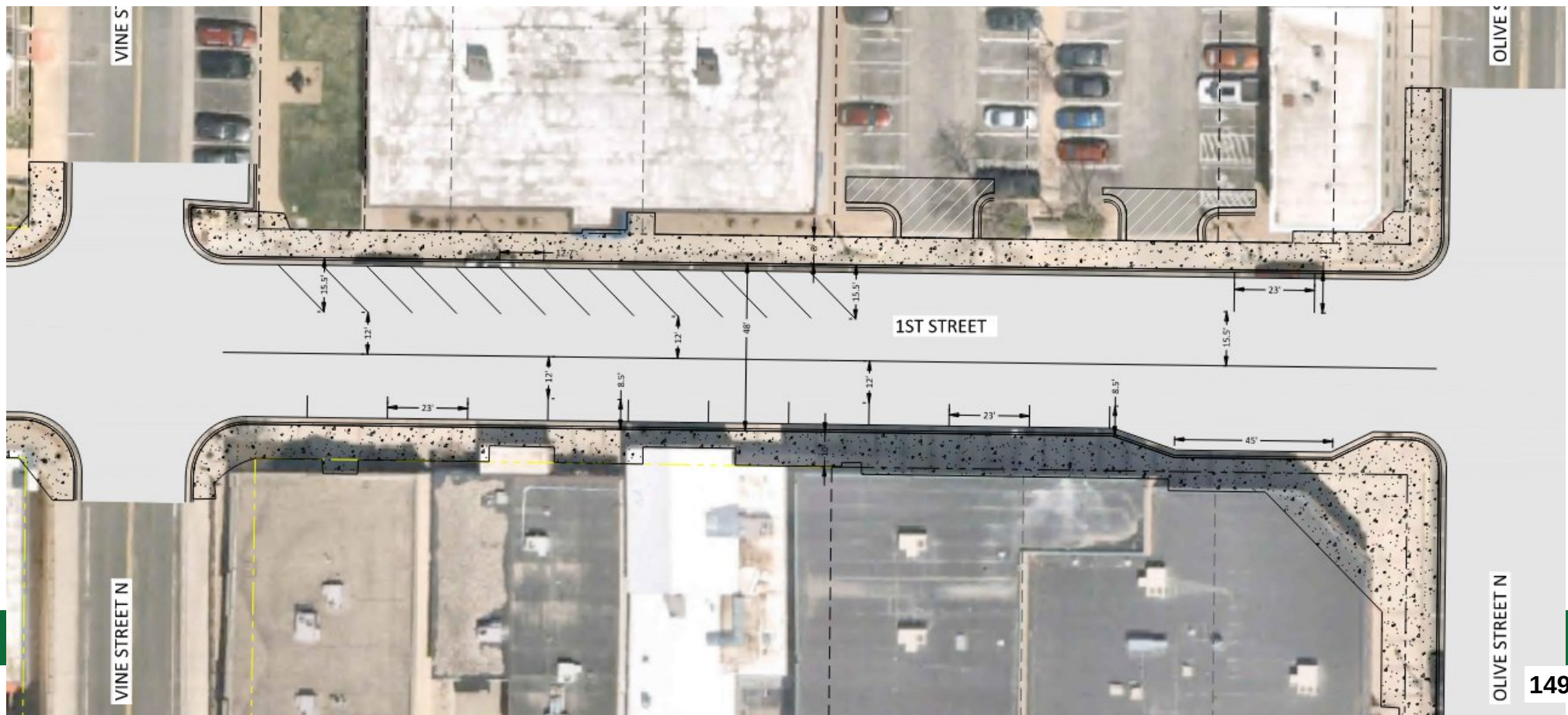
1st Street East Block – Option A

- Proposed Street Width of 48 Feet
- 6.5 Foot Sidewalk on the North Side & 11.5 Foot Sidewalk on the South Side
- Parallel Parking on Both Sides
- Matches Existing Parking Stall Count
- Maintains Dropoff Area By Theatre
- Total Estimated Street / Storm Sewer Project Cost (w/ Alleys)=



Proposed Improvements – Option B

- Proposed Street Width of 48 Feet
- 8 Foot Sidewalk on the North Side & 10 Foot Sidewalk on the South Side
- 45 Degree Angled Parking on the North Side in Front of the Church & Parallel Parking on the South Side
- Adds Approximately 5 Parking Stalls
- Maintains Dropoff Area By Theatre
- Total Estimated Street / Storm Sewer Project Cost (w/ Alleys)= \$4,400,200



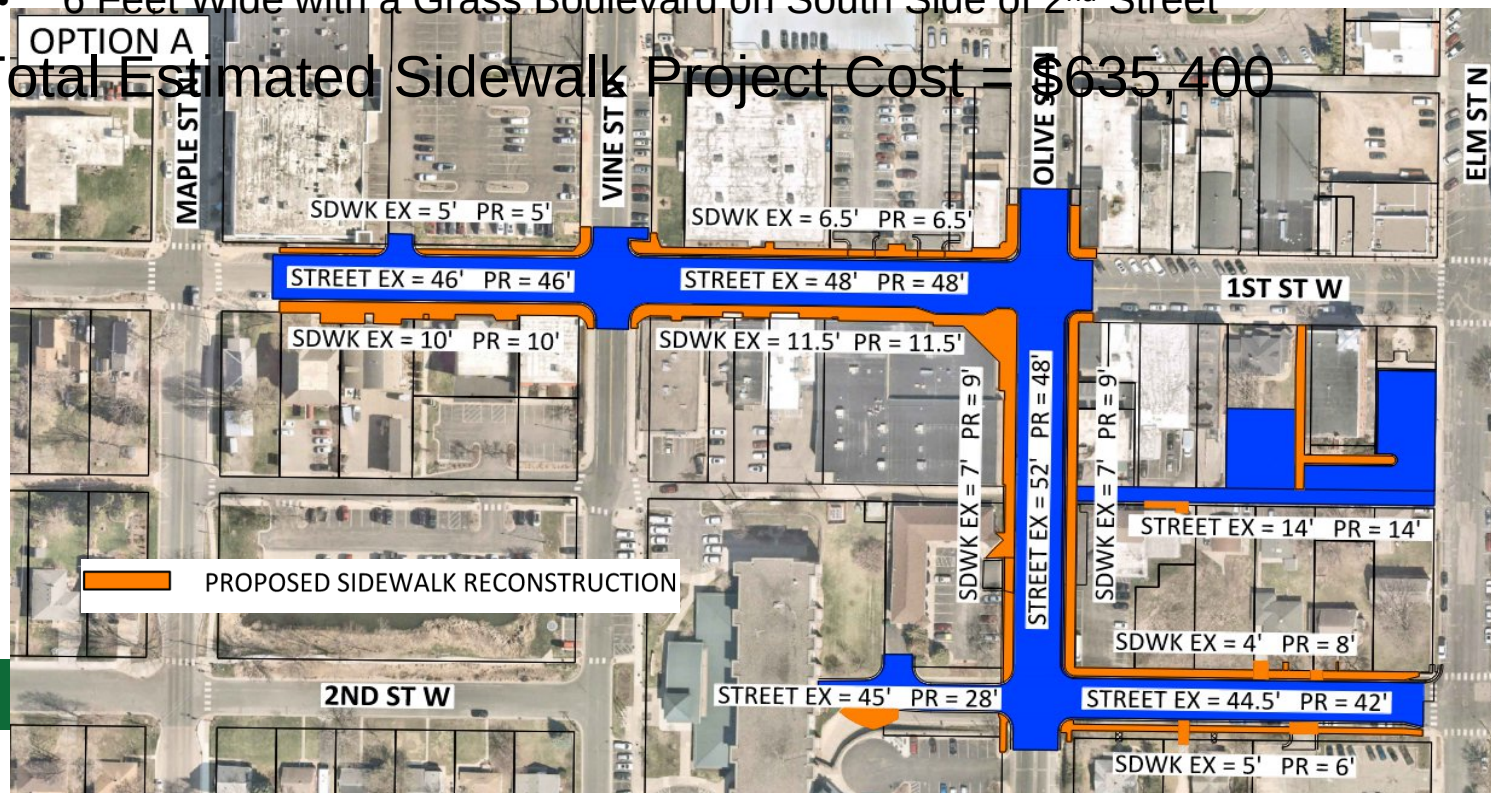
Improvements

- Potential Option to Partner with Private Property Owners for Off-Street Public Parking
- Up To 29 Parking Stalls in a Paved & Striped Parking Lot
- Agreements with the Property Owners Along with Reserved Parking Stalls for Tenants Would be Needed
- Includes ADA Parking Stalls & a Possible Sidewalk Connection to 1st Street
- Total Estimated Project Cost of the Layout Shown = \$314,600



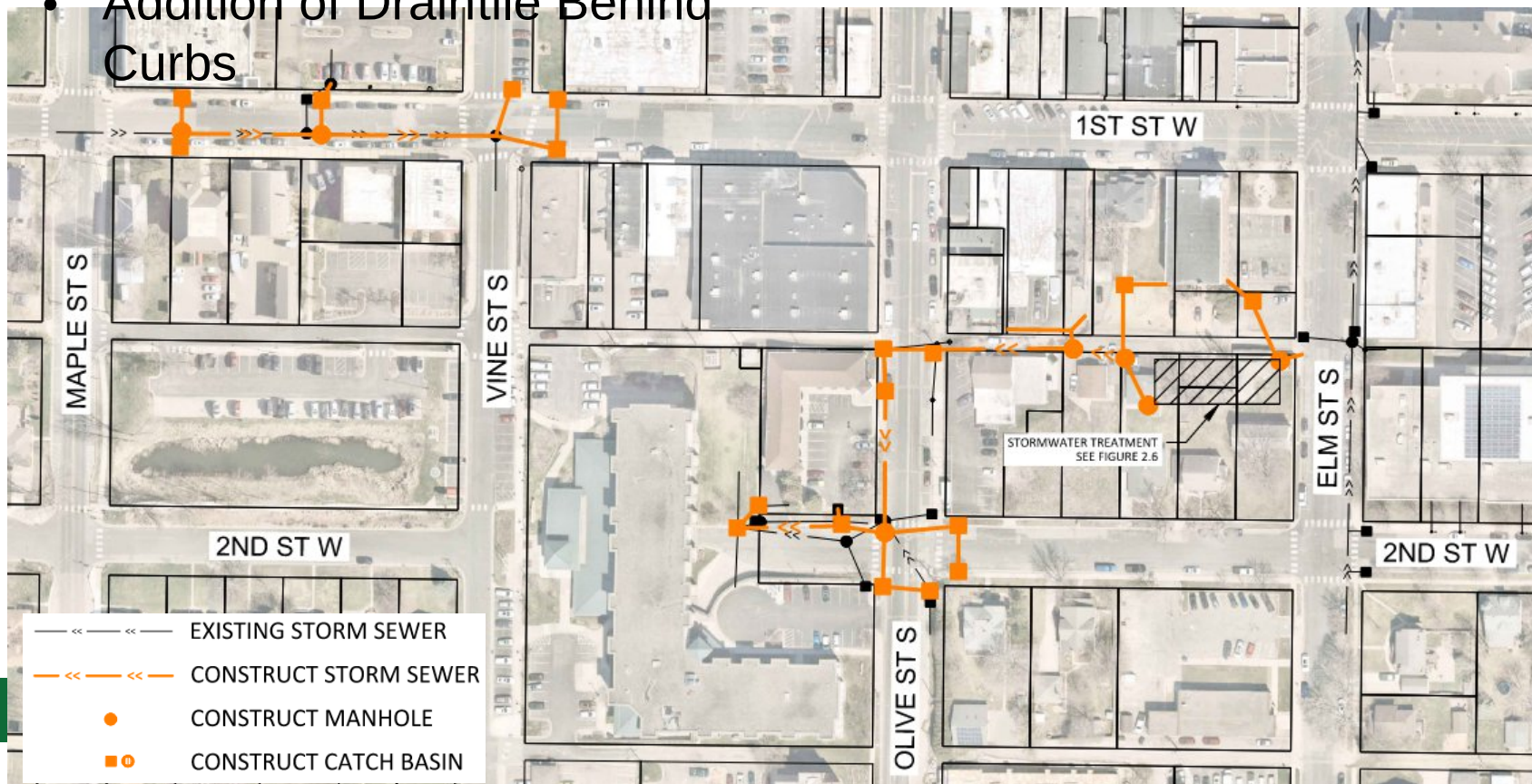
Proposed Sidewalk Improvements

- Reconstruct All Existing Concrete Sidewalks to Meet ADA Requirements
 - West Block of 1st St. at Back of Curb: 5 Feet Wide on North Side & 10 Feet Wide on South Side
 - East Block of 1st Street at Back of Curb:
 - Option A: 6.5 Feet Wide on North Side & 11.5 Feet Wide on South Side
 - Option B: 8 Feet Wide on North Side & 10 Feet Wide on South Side
 - 9 Feet Wide at Back of Curb on Olive Street on Both Sides
 - 8 Feet Wide at Back of Curb on North Side of 2nd Street
 - 6 Feet Wide with a Grass Boulevard on South Side of 2nd Street
- Total Estimated Sidewalk Project Cost = \$635,400



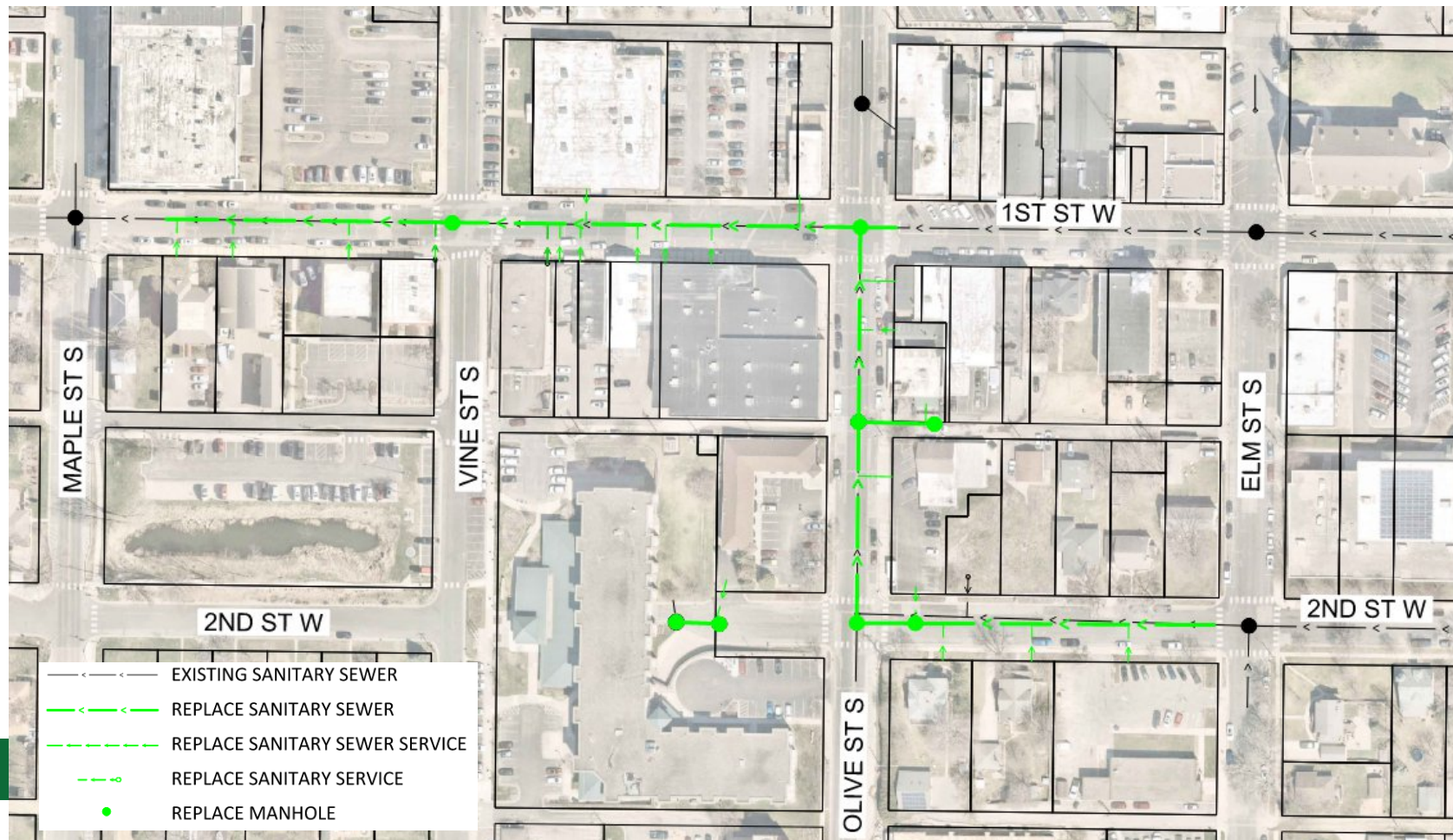
Proposed Storm Sewer Improvements

- Reconstruction & Expansion of the Storm Sewer System
- Maintain Existing Drainage Patterns
- Extension of Storm Sewer Through Alley
- Addition of Draintile Behind Curbs
- Underground Stormwater Treatment Under 2nd Street Apartment Parking Lot
- Total Estimated Street / Storm Sewer Project Cost (w/ Alleys)= \$4,400,200



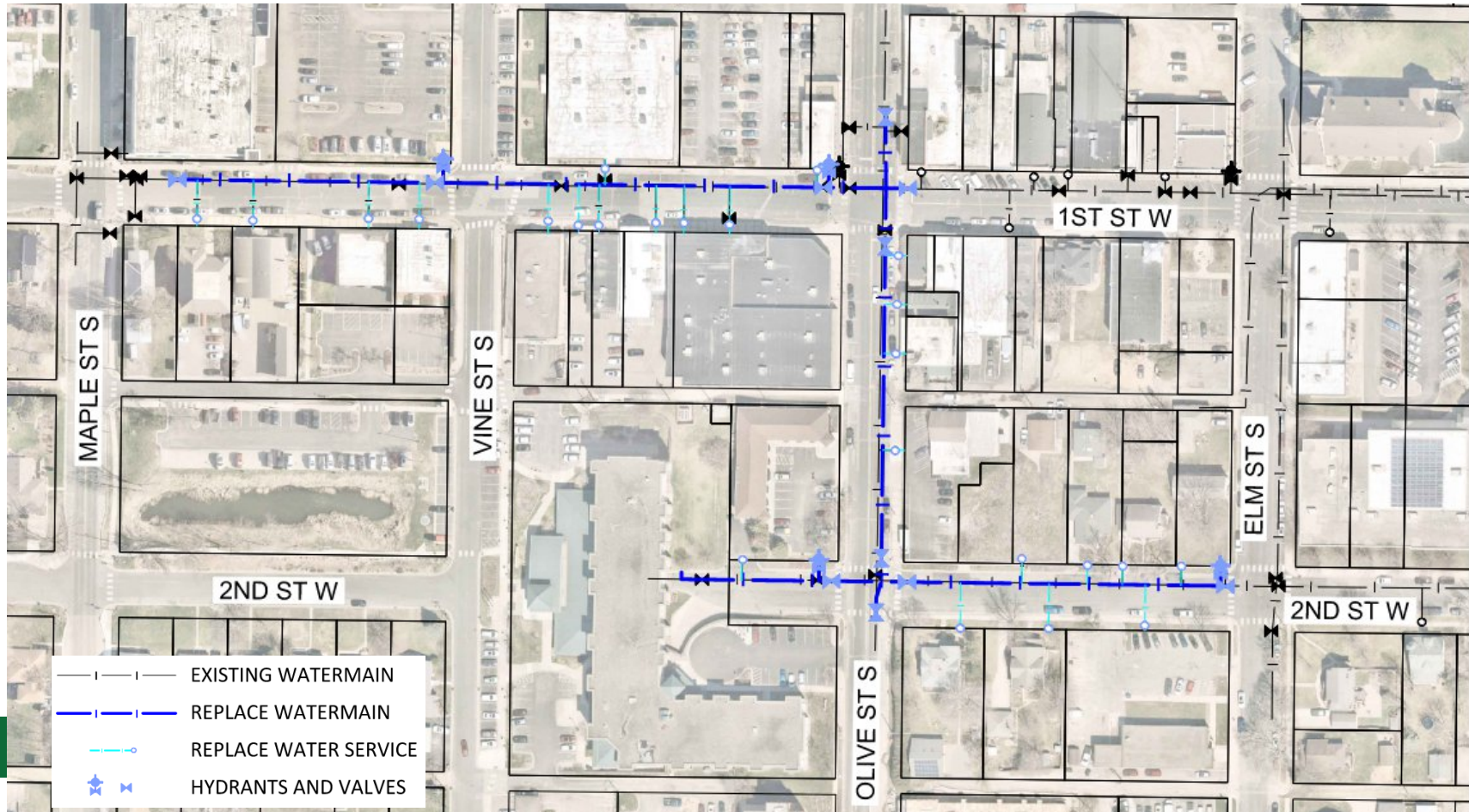
Proposed Sanitary Sewer Improvements

- Replace All Existing 8-Inch Sanitary Sewer
- Replace Sanitary Sewer Manholes
- Replace All Services to the Right-Of-Way Line
- Total Estimated Sanitary Sewer Project Cost = \$588,200



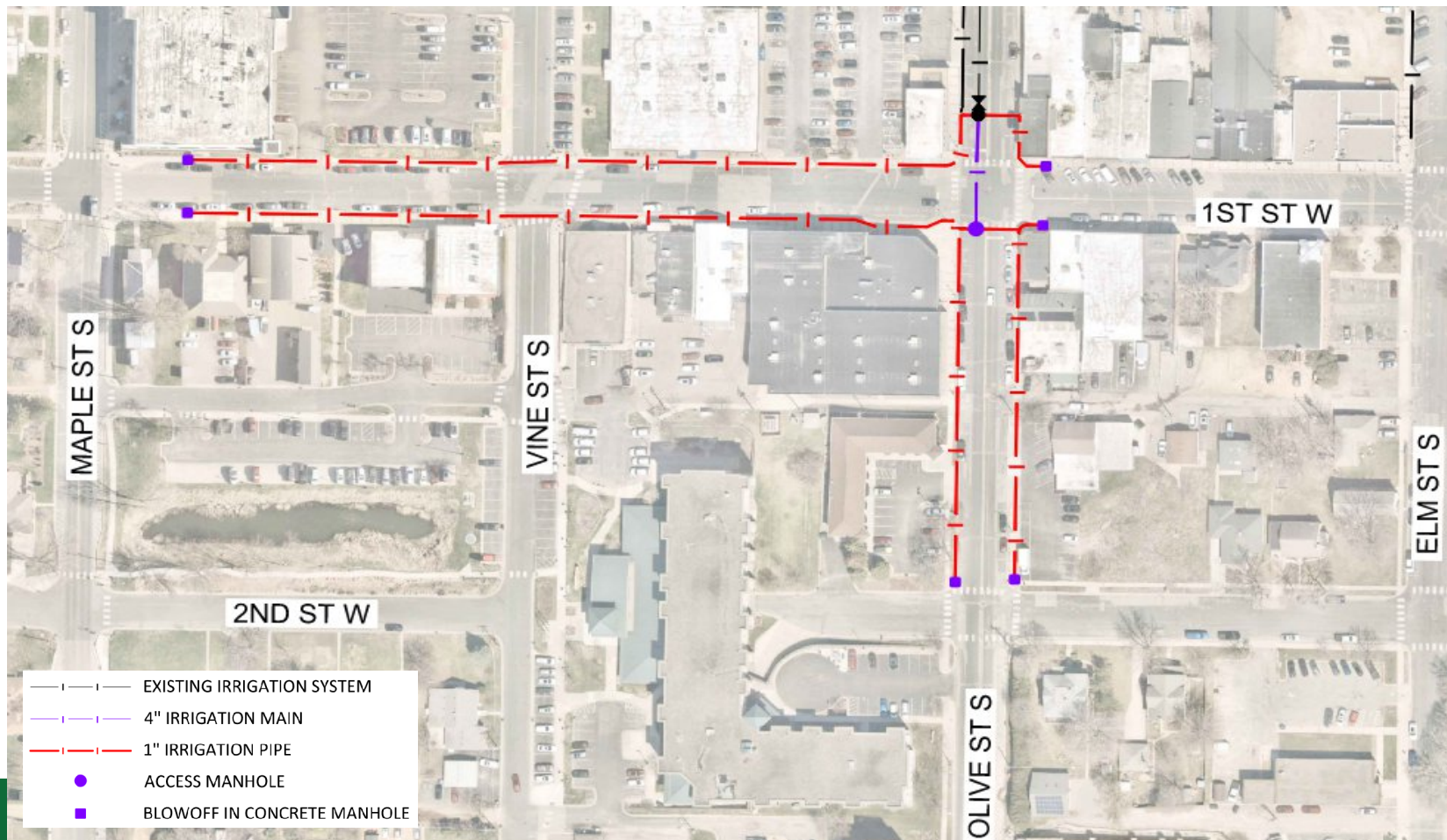
Proposed Water System Improvements

- Replace 6-Inch & 4-Inch Watermain with 10-Inch & 8-Inch Watermain
- Replace all Hydrants & Gate Valves
- Replace All Services to the Building or Right-Of-Way Line
- Add Cathodic Protection Items
- Total Estimated Water System Project Cost = \$1,201,600



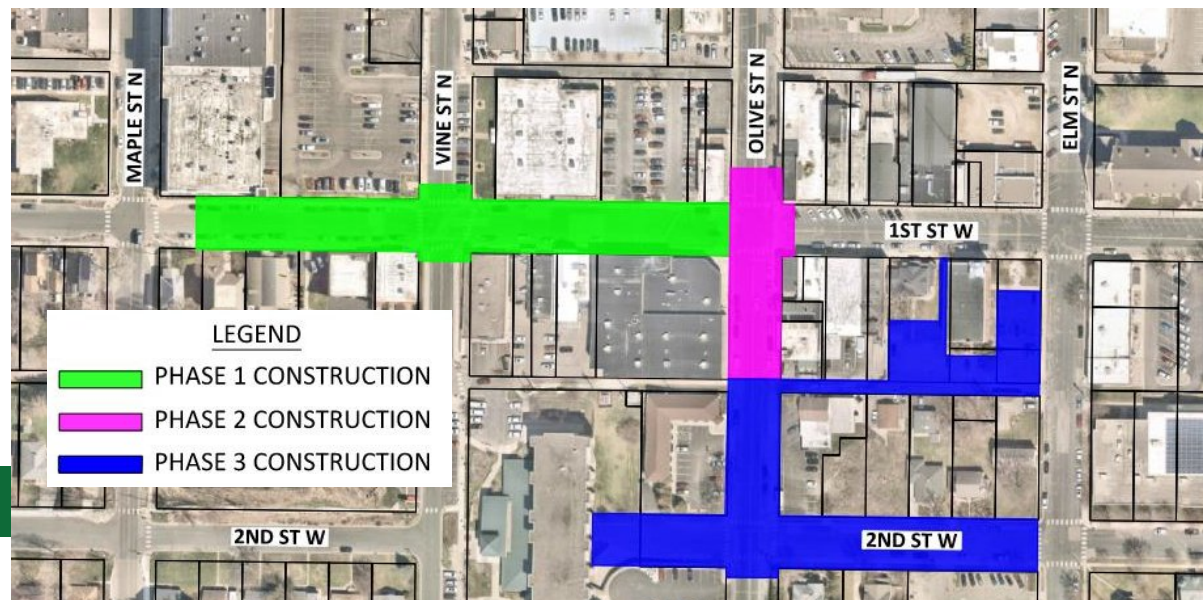
Proposed Irrigation System Improvements

- Extend 4-Inch Irrigation Main to the South Side of 1st Street to Connect Distribution Mains
- 1-Inch Irrigation Main Behind Curb for Planter Irrigation
- Cost Included w/ Water System Improvements



Proposed Construction Staging

- Construction to Generally Be Split Into 3 Stages:
 - First Street Work Planned to Occur First
 - North Half of Olive Street Planned to Occur Second
 - South Half of Olive Street, All of Second Street, & Work in the Alley Planned to Occur Last
 - Staging Requires Coordination w/ the Adjacent Apartment Building Project & is Subject to Change
- Information Being Obtained from Business Owners & Property Owners to Accommodate Deliveries, Planned Water Shut-Offs, Pedestrian Access, etc.
- Contractor Has Been Selected



Project Financing & Funding

- Project Financing Through the Sale of a Combined Bond
- Bond Apportionment of Project Costs TBD After Further Evaluation by the City's Finance Director and the City's Financial Consultant, but Shall Generally be as Follows:
 - MN Statute Chapter 429 General Obligation Bond for Street & Utility Items
 - MN Statute Chapter 115 Sanitary Sewer Revenue Bond for Sanitary Sewer Items
 - MN Statute Chapter 444 Water & Storm Water Revenue Bond for Water System and Drainage Items
 - PIR Capital Improvement Fund for Sidewalk & Misc. Items
- Proposed Project Funding Sources
 - Special Assessments
 - Sewer Fund
 - Water Fund
 - Stormwater Fund
 - PIR Capital Improvement Fund



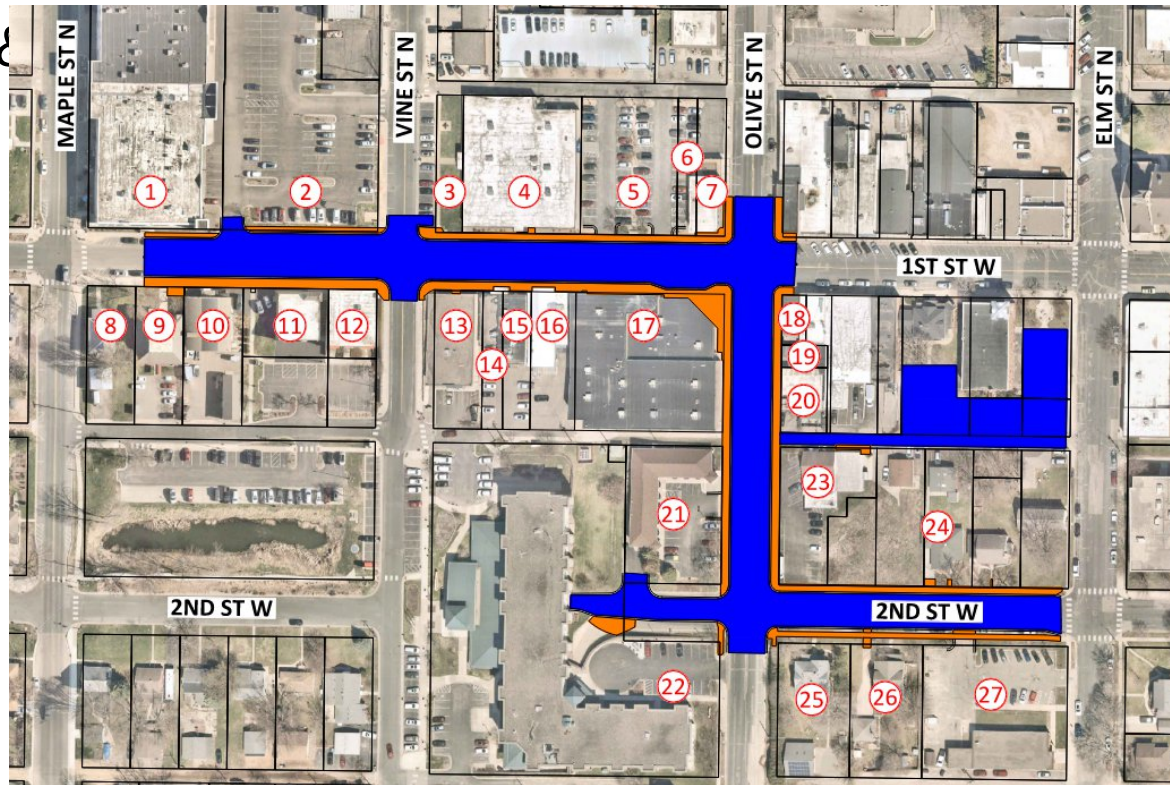
Assessment Policy Review

- The City's Assessment Policy Provides a Uniform and Equitable Policy for All Property Owners
- Assessments for the Project were Calculated Per City Policy:
 - 50% of Project Costs Assessed for Standard Residential Street and Storm Sewer Improvements on a Front Footage Basis
 - 50% of Sanitary Sewer and Watermain Assessed on a Unit Basis
 - Extra Depth/Width of Streets Not Assessed
 - Sidewalk Reconstruction Not Assessed
 - Alley, Parking Lot, Irrigation System, & Stormwater Treatment Items Not Assessed



Assessment Area Map

- 27 Properties Located in the Project Area
- 26 Properties Proposed to be Assessed (Five City Owned Properties)
- Estimated Street/Storm Sewer Reconstruction Cost Per Front Foot = \$295.78
- Water Usage Used to Determine Number of Sewer & Water Units for Commercial Properties & Estimated Sanitary Sewer Cost Per Unit = \$4,898
- Estimated Watermain Cost Per Unit = \$7,707
- Assessments May Be Reduced as Part of the Assessment Benefit Evaluation Process



Project Cost Summary

- Total Estimated Project Cost = \$7,140,000
- Total Estimated Assessed Amount (Per Policy) = \$1,188,100 (Includes Assessments to 5 City Owned Properties)
- Total Assessments To Be Capped Due to the Assessment Benefit Evaluation Process
- Total Amount of Developer Cost Sharing = \$214,100
- Total Estimated City Cost (Before Assessment Reductions) = \$5,737,800
- Bond Rate to be Determined at the Time of Sale with a Term of 10 Years
- Final Project Costs & Final Assessments to be Actual Costs Tabulated When the Project is Near Completion



Next Steps

- Conduct Improvement Hearing (Tonight)
- Order Improvements (Requires 4/5 Vote) (Possibly Tonight)
- Continue with Property Inspections & Business Owner Coordination
- Complete Assessment Benefit Evaluation Process
- Complete Final Design / Preparation of Plans & Specifications
- Conduct an Open House
- Open Bids & Award Project
- Obtain Project Financing
- Substantially Construct Project
- Conduct Assessment Hearing
- Certify Assessment Roll
- Complete Construction & Close Out Project



Questions / Comments / Discussion



**TABLE 3.1 - PRELIMINARY ASSESSMENT ROLL
DOWNTOWN RECONSTRUCTION, PHASE 3 PROJECT
12/10/2024**

PROP. NO.	P.I.D.	OWNER	PROPERTY ADDRESS	OWNER ADDRESS		F/F	*STREET ASSESSMENT	WATERMAIN UNITS	WATERMAIN ASSESSMENT	SANITARY SEWER UNITS	SANITARY SEWER ASSESSMENT	TOTAL ASSESSMENT	**ANNUAL ASSESSMENT PAYMENT
1	750502980	WACONIA SQUARE LLC	236 1ST ST W	7887 E BELLEVUE AVE	1100 ENGLEWOOD, CO 80111	76.75	\$22,700.89	0.0	\$0.00	0.0	\$0.00	\$22,700.89	\$2,939.87
2	750503030	WACONIA CITY	217 MAIN ST W	201 VINE ST S	WACONIA, MN 55387	88.25	\$26,102.33	0.0	\$0.00	0.0	\$0.00	\$26,102.33	\$3,380.37
3	750502830	WACONIA CITY	NA	201 VINE ST S	WACONIA, MN 55387	15.17	\$4,486.94	0.0	\$0.00	0.0	\$0.00	\$4,486.94	\$581.08
4	750502820	PROMISE COMMUNITY CHURCH	138 1ST ST W	138 1ST ST W	WACONIA, MN 55387	134.66	\$39,829.34	1.0	\$7,707.14	1.0	\$4,898.18	\$52,434.67	\$6,790.53
5	750502800	WACONIA EDA	116 1ST ST W	201 VINE ST S	WACONIA, MN 55387-1337	110.00	\$32,535.48	0.0	\$0.00	0.0	\$0.00	\$32,535.48	\$4,213.49
6	750502790	WACONIA EDA	106 1ST ST W	201 VINE ST S	WACONIA, MN 55387-1337	22.00	\$6,507.10	0.0	\$0.00	0.0	\$0.00	\$6,507.10	\$842.70
7	750502780	JNJN LLC	100 1ST ST W	5930 BOULDER BRIDGE LN	SHOREWOOD, MN 55331	16.50	\$4,880.32	1.0	\$7,707.14	0.0	\$0.00	\$12,587.47	\$1,630.13
8	750501250	THE CUTTING EDGE SALON OF WACONIA	241 1ST ST W	241 1ST ST W	WACONIA, MN 55387	0.00	\$0.00	0.0	\$0.00	0.0	\$0.00	\$0.00	\$0.00
9	750501260	QVF PROPERTIES LLC	233 1ST ST W	12755 ISLAND VIEW CIR	ROGERS, MN 55374	55.00	\$16,267.74	1.0	\$7,707.14	1.0	\$4,898.18	\$28,873.07	\$3,739.19
10	750501270	S&C PROPERTIES LLC	225 1ST ST W	225 1ST ST W	WACONIA, MN 55387	67.50	\$19,964.95	1.0	\$7,707.14	1.0	\$4,898.18	\$32,570.28	\$4,218.00
11	750501291	SEGNER-PEITZ PROPERTIES LLC	209 1ST ST W	1933 SILVER ST	WACONIA, MN 55387-8613	97.50	\$28,838.27	1.0	\$7,707.14	1.0	\$4,898.18	\$41,443.59	\$5,367.13
12	750501300	STEP WEST LLC	201 1ST ST W	1941 CARDINAL LN STE A	FARIBAULT, MN 55021-4350	27.50	\$8,133.87	1.0	\$7,707.14	1.0	\$4,898.18	\$20,739.20	\$2,685.82
13	750501370	LIFT MANAGEMENT SERVICES LLP	141 1ST ST W	18258 MINNETONKA BLVD STE 205	WAYZATA, MN 55391	27.50	\$8,133.87	1.0	\$7,707.14	1.0	\$4,898.18	\$20,739.20	\$2,685.82
14	750501390	BERRY PROPERTIES LLC	137 1ST ST W	684 EXCELSIOR BLVD, SUITE 210	EXCELSIOR, MN 55331	22.81	\$6,746.68	1.0	\$7,707.14	1.0	\$4,898.18	\$19,352.00	\$2,506.17
15	750501380	PAVING INVESTMENTS LLC	133 1ST ST W	1124 SUGARBUSH LN	WACONIA, MN 55387	32.19	\$9,521.06	1.0	\$7,707.14	1.0	\$4,898.18	\$22,126.39	\$2,865.47
16	750501400	JD RENTALS LLPA	125 1ST ST W	300 W LAKE ST	WACONIA, MN 55387	51.00	\$15,084.63	4.0	\$30,828.57	4.0	\$19,592.73	\$65,505.93	\$8,483.32
17	750501420	SPIRIT MASTER FUNDING X LLC	101 1ST ST W	6632 TELEGRAPH RD # 193	BLOOMFIELD HILLS, MI 48301-301	163.00	\$48,211.67	1.0	\$7,707.14	1.0	\$4,898.18	\$60,816.99	\$7,876.08
18	750501520	GERALD A & JANE M EVESLAGE	41 1ST ST W	281 LAKEVIEW TERRACE BLVD	WACONIA, MN 55387	42.00	\$12,422.64	1.0	\$7,707.14	1.0	\$4,898.18	\$25,027.96	\$3,241.24
19	750501540	JDS LLC	115 OLIVE ST S	8820 ISLAND VIEW RD	WACONIA, MN 55387-9605	25.00	\$7,394.43	1.0	\$7,707.14	1.0	\$4,898.18	\$19,999.75	\$2,590.06
20	750501530	P & D WACONIA PROPERTIES LLC	119 OLIVE ST S	119 OLIVE ST	WACONIA, MN 55387-1421	75.00	\$22,183.28	2.0	\$15,414.29	2.0	\$9,796.36	\$47,393.93	\$6,137.73
21	750501340	OLIVE STREET PARTNERS LLC	132 OLIVE ST S	132 S OLIVE ST	WACONIA, MN 55387	133.50	\$39,486.24	1.0	\$7,707.14	1.0	\$4,898.18	\$52,091.57	\$6,746.10
22	754800010	WACONIA CITY	201 VINE ST S	201 VINE ST S	WACONIA, MN 55387	88.00	\$26,028.39	0.0	\$0.00	0.0	\$0.00	\$26,028.39	\$3,370.79
23	750501511	STEVEN J YETZER	125 OLIVE ST S	PO BOX 51	WACONIA, MN 55387	78.50	\$23,218.50	1.0	\$7,707.14	1.0	\$4,898.18	\$35,823.83	\$4,639.35
24	PENDING / 750501505	OLIVE AND SECOND LLC	24 2ND ST W	PO BOX 51	WACONIA, MN 55387	204.25	\$60,412.47	28.0	\$215,800.00	28.0	\$137,149.09	\$413,361.56	\$53,532.21
	PENDING / 750501480	(INCLUDES PENDING SALES OF	16 2ND ST W	332 WEST 4TH STREET	WACONIA, MN 55387								
	PENDING / 750501460	PROPERTIES OWNED BY STEVEN	8 2ND ST W	332 WEST 4TH STREET	WACONIA, MN 55387								
	PENDING / 750501450	YETZER & CITY OF WACONIA)	136 ELM ST S	136 SOUTH ELM STREET	WACONIA, MN 55387								
25	750500580	JESSE AND JAMIE BERSTROM LIVING TRUST	41 2ND ST W	41 2ND ST W	WACONIA, MN 55387-1402	41.25	\$12,200.81	1.0	\$7,707.14	1.0	\$4,898.18	\$24,806.13	\$3,212.51
26	750500590	MICHAEL DEHN	25 2ND ST W	25 2ND ST W	WACONIA, MN 55387-1402	82.50	\$24,401.61	1.0	\$7,707.14	1.0	\$4,898.18	\$37,006.94	\$4,792.57
27	750500600	MARWAY PROPERTIES LLC	208 ELM ST S	17400 ERKIUM ST NW	RAMSEY, MN 55303	82.50	\$24,401.61	1.0	\$7,707.14	1.0	\$4,898.18	\$37,006.94	\$4,792.57
						1,859.83							

*Cost per FF = \$295.78 (Original Calculation)

**Based on a 5.00% Interest Rate and a 10 Year Term.

TOTAL FRONT FOOTAGE:	2,866.00
CORNER LOT CREDIT:	379.67
ASSESSMENT BASIS FRONT FOOTAGE:	2,486.33
NON-ASSESSABLE FRONT FOOTAGE:	626.50
ASSESSMENT FRONT FOOTAGE:	1,859.83

Totals:	\$550,095.13	51.0	\$393,064.29	50.0	\$244,909.09	\$1,188,068.51	\$153,860.31
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REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Approve City Council Minutes January 6, 2025					
Originating Department:		Administration					
Presented by:		Sue Schwalbe					
Previous Council Action (if any):							
Item Type (X only one):	Consent	X	Regular Session		Discussion Session		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Motion to approve the January 6, 2025, Council Minutes							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
Approve City Council Minutes of January 21, 2025.							
<u>Attachments:</u>							
1. City Council Minutes January 6, 2025							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
Budget Information: _____ Budgeted _____ Non Budgeted _____ Amendment Required				Planning Commission			
				Parks and Recreation Board			
				Safari Island Advisory Board			
				Other			

CITY OF WACONIA
JANAURY 6, 2025

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

Council Members Present: Derek Siddons, Jacob Coleman, Jeff Grengs, Nick Gleason and Mayor Tim Litfin

Staff Present: Shane Fineran, Jackie Schulze, Justin Sorensen, Jon Haukaas, Mike Dressel, Nevin Waldron, Doug Bode, Justin Sorensen, and City Engineer Jake Saulsbury

2) **PLEDGE OF ALLEGIANCE**

3) **OATH OF OFFICE**

Jackie Schulze, Assistant City Administrator provided the oath to Mayor Litfin, Council Member Coleman, and Council Member Siddons and swore in the new Mayor and Council Members.

4) **ADOPT AGENDA**

Motion by Coleman second Grengs by to Adopt the Agenda as Published.
MOTION CARRIED

5) **VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE**

Mark Anderson spoke on behalf of the Special Olympics Polar Plunge taking place on February 8, 2025. Waconia is in its fourth year participating in this event and the number of plungers has increased every year.

6) **ADOPT CONSENT AGENDA**

6.1 Approve City Council Minutes December 16, 2024

[Cover Page](#)

[Council Minutes December 16, 2024](#)

6.2 Approve January 6, 2025 Expenditures

[Cover Page](#)

6.3 Contractor Pay Request #6 - Waconia Downtown Reconstruction - Phase 2

[Cover Page](#)

[Downtown Reconstructions Phase 2 Pay Request #6](#)

6.4 Approve Kraus-Anderson Construction Pay Request #27 for the New Fire Station

[Cover Page](#)

6.5 Contractor Pay Request #2 - Water Treatment Facility Piping Modifications

[Cover Page](#)

[Water Treatment Facility Piping Pay Request #2](#)

6.6 Appointment of Acting Mayor

[Cover Page](#)

[Resolution No. 2025-001 Appointing Acting Mayor](#)

6.7 Appointment of Council Representatives to Advisory Boards

[Cover Page](#)

[Resolution No. 2025-002 Appointing Council Representative to Advisory Boards](#)

6.8 Council Liaison Appointments

[Cover Page](#)

[Resolution No. 2025-003 Appointing Council Liaison Appointments](#)

6.9 Council Committee Appointments

[Cover Page](#)

[Resolution No. 2025-004 Approving Council Committee Appointments](#)

6.10 Appointment of Bond Counsel

[Cover Page](#)

[Resolution No. 2025-005 Appointing Bond Counsel](#)

6.11 Appointment of City Attorney

[Cover Page](#)

[Resolution No. 2025-006 Appointing City Attorney](#)

[MHS Engagement Letter.pdf](#)

6.12 Designation of Official Newspaper

[Cover Page](#)

[Resolution No. 2025-007 Designating Official Newspaper](#)

6.13 Appointment of Consulting Engineer

[Cover Page](#)

[Resolution No. 2025-008 Appointing Consulting Engineer](#)

[Professional Engineering Services Fee Memorandum for 2025 from Bolton & Menk](#)

6.14 Designate Official Depositories

[Cover Page](#)

[Resolution No. 2025-009 Designating Official Depositories](#)

6.15 Approve Delegation of Business Administrator - Electronic Funds Transfers

[Cover Page](#)

[Resolution No. 2025-010 Approving Designated Business Administrator for Electronic Funds Transfers](#)

6.16 Accepting Donation and Approving Pass Thru Recommendation - Waconia Fire Relief Association

[Cover Page](#)

[Resolution No. 2025-011 Accepting Donation and Pass Thru Recommendation From Waconia Fire Relief Association](#)

6.17 Donation Acceptance - Cash Donation for Parks Department - Pickleball Courts

[Cover Page](#)

[Resolution No. 2025-012 Accepting Cash Donation for Park Department Pickleball Courts](#)

6.18 Authorize Purchase of Mobile Vehicle Lifts, CIP Project #784

[Cover Page](#)

Resolution No. 2025-013 Approving Purchase of Mobile Vehicle Lifts CIP Project #784

Mobile Lift Estimate Dated 12-18-2024 with Reliable Plus

6.19 Authorize Execution of Large Printer Lease

Cover Page

Resolution No. 2025-014 Approving Lease of Large Format Printer with Marco

Large Printer Lease Agreement with Marco

6.20 2024 Pay Equity Report

Cover Page

Resolution No. 2025-015 Approving 2024 Pay Equity Report

2024 Compliance Report

6.21 Approving Investment Portfolio Diversification Due to Unspent Bond Proceeds - Fiscal Year End 2024

Cover Page

Resolution No. 2025-016 Approving Investment Portfolio Diversification due to Unspent Bond Proceeds Year End 2025

6.22 Olive and Second Development Agreement with Olive & Second Holding, LLC

Cover Page

Development Agreement Draft 01-02-2025

Resolution No. 2024-017 Approving Development Agreement for Olive and Second

Collateral Assignment of Development Agreement and TIF Note

Resolution No. 2025-018 Consenting to Assignment of Tax Increment Revenue Note and Development Agreement

6.23 Application for Exempt Permit for Carver County Pheasants Forever

Cover Page

Resolution No. 2025-019 Approving Application for Exempt Permit for Carver
County Pheasants Forever

Motion by Grengs second by Coleman to adopt the Consent Agenda as Published
MOTION CARRIED

7) COUNCIL BUSINESS

7.1 Approve Purchase of Playground Equipment for Windmill Creek Park

Cover Page

Resolution No. 2025-020 Approving Purchase of Playground Equipment Windmill
Creek Park

Contract for Playground Equipment at Windmill Creek from Landscape Structures

Jon Haukaas, Public Services Director, provided a background on the City's parks and that replacement of playground equipment at Windmill Creek Park has been programmed in the 2025 Capital Improvement Program. Windmill Creek is the oldest city playground and was originally installed in 2003. Outreach was conducted in 2022-2023 to allow for the neighborhood to provide feedback on the future playground equipment and the final product was reviewed with the Park Commission in May 2023. Staff are requesting to order equipment at this time to allow for installation in late spring and make the park usable.

Motion by Gleason second by Siddons to adopt Resolution No. 2025-020 Approving
Purchase of Playground Equipment Windmill Creek Park
MOTION CARRIED

8) ITEMS REMOVED FROM CONSENT AGENDA

None

9) STAFF REPORTS

Sergeant Tyler Stahn provided the Council with an update on 2024.
There was a 2% increase in total call volume with 6,855 calls for service in the City. Crime was nearly identical to calendar year 2024 with Group A crimes (more serious) falling by 3.8% to 231 and Group B crimes (DWI or drug possession) remaining constant. In 2023, forty DWI's were issued and in 2024 55 DWI's were issued. Non-criminal calls for service were at 3,384, which is a 4% increase from 2023. The increase was basically all medical calls and they continue to rise.

Sergeant Stahn introduced Sergeant John Howard to the Council who will start with the City in two weeks. Sergeant Howard provided the Council with a brief history of his service in Carver County.

Jon Haukaas introduced Mike Dressel to the Council who is the new Assistant Public Services Director.

10) BOARD REPORTS

Council Member Coleman: Nothing to report.

Council Member Gleason: Nothing to report.

Council Member Grengs: Nothing to report.

Council Member Siddons: Nothing to report.

Mayor Litfin: On December 17th attended the Carver County Legislative Breakfast discussing Legislative goals for the new session. Recently met with Carver County Commissioner Tim Lynch and requested their attendance at the next Council Meeting.

11) ANNOUNCEMENTS

None

12) ADJOURN REGULAR MEETING

Motion by Coleman second by Gleason to adjourn the January 6, 2025 City Council meeting at 6:30 p.m.

MOTION CARRIED

Tim Litfin, Mayor

ATTEST: _____

Sue Schwalbe, Office Assistant



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Approve January 21, 2025 Expenditures					
Originating Department:		Finance					
Presented by:		Nicole Meyer					
Previous Council Action (if any):							
Item Type (X only one):	Consent	X	Regular Session		Discussion Session		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Motion to Approve Payment of January 21, 2025 Expenditures							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
Attached is the claim and disbursements register for the City of Waconia as of January 21, 2025. Payments are made to vendors via check, electric payment, and through the City's purchasing card program.							
<u>Attachments:</u>							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
Budget Information: _____ Budgeted _____ Non Budgeted _____ Amendment Required				Planning Commission			
				Parks and Recreation Board			
				Safari Island Advisory Board			
				Other			



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Approve Lodging Tax Fund Request - Waconia CVB					
Originating Department:		Finance					
Presented by:		Amanda Ortloff					
Previous Council Action (if any):							
Item Type (X only one):	Consent	☒ X	Regular Session	☐	Discussion Session	☐	
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Motion to Approve Request for Lodging Tax Reimbursement from the Waconia CVB for Expenditures Incurred December 2024 and January 2025.							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
The Waconia Chamber Convention & Visitors Bureau (CVB) has requested a lodging tax reimbursement for expenditures accrued from December 2024 and January 2025. Staff reviewed the request for reimbursement and supporting invoices as approved by the CVB. Lodging tax funds are currently available for payment of these expenditures. Staff recommends approval of the request in the amount \$10,200. <u>Attachments:</u>							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
Lodging Tax Fund (701)							
Budget Information: ☒ X Budgeted ☐ Non Budgeted ☐ Amendment Required				Planning Commission			
				Parks and Recreation Board			
				Safari Island Advisory Board			
				Other			



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Accepting Donation and Approving Pass Thru Recommendation - Waconia Fire Relief Association					
Originating Department:		Finance					
Presented by:		Nicole Meyer					
Previous Council Action (if any):							
Item Type (X only one):	Consent	X	Regular Session		Discussion Session		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Adopt Resolution No. 2025-022 Accepting Donation and Approving Pass Thru Recommendation from Waconia Fire Relief Association							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
The City received a donation from the Waconia Fire Department Gambling Board totaling \$3,398.34 as a payment for items approved and expensed in 2024. The gambling board approved this donation as a pass thru for the following purposes: • \$ 479.54 – Fire Store/Witmer – Fire Explorer Helmet Fronts • \$2,760.00 – Aludec USA, Inc – Additional Expense for Helmet Decals Honoring Jeff Borg • \$ 70.00 – Big League Shirts – Shipping of Uniforms (first recognized on October 21, 2024 – resolution 2024-226) • \$ 80.00 – Minnesota State Fire Chief’s Association – Banquet Tickets for Borg Family (first recognized on October 21, 2024 – resolution 2024-226) • \$ 8.80 – Additional Balance Due Food Trucks at the Fire Station Open House Event on October 6, 2024 (first recognized on October 21, 2024 – Resolution No. 2024-226) With the Council’s acceptance of the donation and recommended purpose for pass thru from the gambling board, City staff will recognize the donation revenue and off-setting expenditures in the General Fund - Fire budget. Overall, the City has receipted \$29,298.56 in donation revenue from the gambling board in 2024 and expensed \$24,298.56 for purposes approved by the board. One expense is still outstanding for \$5,000 for interior design work at the new fire station (Approved on August 19, 2024). This expense is expected to be paid out in early 2025. Finance staff worked with the fire department to reconcile the revenues and expenses for 2024. The accounts represented for these activities are in good standing and up to date.							
Attachments:							
1. Resolution No. 2025-022 Accepting Donation and Pass Thru Recommendation from Waconia Fire Relief Association							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
General Fund - Fire (101)							

Budget Information: Budgeted X Non Budgeted Amendment Required	Planning Commission	
	Parks and Recreation Board	
	Safari Island Advisory Board	
	Other	

CITY OF WACONIA
RESOLUTION NO. 2025-022
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	\$3,398.34	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:

- \$479.54 – Fire Store/Witmer – Fire Explorer Helmet Fronts
- \$2,760.00 – Aludec USA, Inc – Additional Expense for Helmet Decals Honoring Jeff Borg
- \$70.00 – Big League Shirts – Shipping of Uniforms (first recognized on October 21, 2024 – Resolution No. 2024-226)
- \$80.00 – Minnesota State Fire Chief's Association – Banquet Tickets for Borg Family (first recognized on October 21, 2024 – Resolution No. 2024-226)
- \$8.80 – Additional Balane Due Food Trucks at the Fire Station Open House Event on October 6, 2024 (first recognized on October 21, 2024 – Resolution No. 2024-226)

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 21st day of January 2024.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, Assistant City Administrator



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Accepting Cash Donations for Operations of the Fire Department					
Originating Department:		Finance					
Presented by:		Nicole Meyer					
Previous Council Action (if any):							
Item Type (X only one):		Consent	X	Regular Session		Discussion Session	
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Adopt Resolution No. 2025-023 Accepting Cash Donations for Operations of the Fire Department							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
The Fire Department staff received the following donation with an appreciation letter for the service provided by City staff: • Firehouse Jerky LLC - \$100 - Portion of 2024 Jerky product sales at Waconia Brewing Company & American Legion Post 150 With the Council's acceptance of the donation, staff will recognize the donation as revenue in the Fire Department's 2025 budget. Attachments: 1. Resolution No. 2025-023 Accepting Cash Donation for Operations Waconia Fire Department 2. Firehouse Jerky Donation Letter							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
General Fund - Fire (101)							
Budget Information:				Planning Commission			
_____ Budgeted				Parks and Recreation Board			
_____ X Non Budgeted				Safari Island Advisory Board			
_____ Amendment Required				Other			

**CITY OF WACONIA
RESOLUTION NO. 2025-023**

**RESOLUTION ACCEPTING CASH DONATION FOR OPERATIONS
OF THE WACONIA FIRE DEPARTMENT**

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>
Firehouse Jerky LLC	Cash	\$100

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.

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 21st day of January 2025.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, Assistant City Administrator

Dear Waconia Fire Department,

On behalf of Firehouse Jerky, I am pleased to enclose a monetary donation, which is based on the total 2024 sales of our jerky products at the Waconia Brewery and American Legion Post 150.

We truly appreciate the vital service you provide to the community, and we are grateful for your dedication to keeping your community safe.

Here's to an incredible 2025!

Warm regards,
Jayson Hansen
CEO, Firehouse Jerky, LLC



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Hiring of Probationary Firefighters					
Originating Department:		Administration					
Presented by:		Jackie Schulze					
Previous Council Action (if any):							
Item Type (X only one):	Consent	X	Regular Session		Discussion Session		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Adopt Resolution No. 2025-024 authorizing hire of probationary firefighters.							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
The Waconia Fire Department conducts a hiring process for probationary firefighters twice per year: once prior to the winter EMT class starting and once prior to the summer Firefighter I class starting. Following this winter's hiring process, we recommend the conditional hire of the following probationary firefighters: • Ivan Flores • Connor Stepka • Nicholas Burkhalter • Samuel Dean Ivan, Connor and Nicholas all have their EMT Certifications. Samuel is slated to begin his EMT classes at the end of the month. Nicholas and Connor are also current firefighters with other organizations. Bringing in experienced firefighters is a huge benefit to the City of Waconia, as many are ready to begin responding to calls on day one. Firefighters with experience serve a minimum of four-month probation, and firefighters with no experience serve a minimum of a year probation. All firefighters end probation once they have all the applicable trainings and certifications required for an active firefighter and have completed the core competencies packet. These hires are contingent on the successful completion and City's evaluation of the following: medical/physical exam, background and driving check, psychological evaluation, physical agility testing, and confirmation of an address within the 15 minute response zone. <u>Attachments:</u> 1. Resolution No. 2025-024 Authorizing Hiring of Probationary Firefighters							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
Budget Information:				Planning Commission			
_____ Budgeted				Parks and Recreation Board			
_____ Non Budgeted				Safari Island Advisory Board			
_____ Amendment Required				Other			

**CITY OF WACONIA
RESOLUTION NO. 2025-024**

**RESOLUTION AUTHORIZING THE
HIRING OF PROBATIONARY FIREFIGHTERS**

WHEREAS, there are multiple vacant firefighter positions within the Waconia Fire Department; and

WHEREAS, candidates recently submitted applications and went through the interview process; and

WHEREAS, the recommendation is to hire the following individuals as probationary firefighters upon the successful completion and City’s evaluation of the preemployment conditions including background check, driving check, medical exam, physical agility test, and psychological evaluation:

• Ivan Flores
• Connor Stepka
• Nicholas Burkhalter
• Samuel Dean

NOW, THEREFORE, BE IT RESOLVED, that, the City Council of Waconia hereby approves the conditional hiring of four probationary firefighters, with varied start dates dependent on the pre-employment contingencies and training requirements for each individual firefighter.

Adopted by the City Council of the City of Waconia this 21st day of January 2025.

Tim Litfin, Mayor

Attest: _____
Jackie Schulze, Assistant City Administrator



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Authorize Staff to Solicit Pricing for Street Lighting Equipment to be installed with the 2025 Downtown Street Reconstruction Phase 3					
Originating Department:		Public Services					
Presented by:		Jon Haukaas					
Previous Council Action (if any):							
Item Type (X only one):	Consent	☒ X	Regular Session	☐	Discussion Session	☐	
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Adopt Resolution No. 2025-025 Authorize Bid for Lighting Equipment							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
As in previous phases, street lighting will be replaced as part of the 2025 downtown reconstruction project. The electrical service and fixture installation will be bid as part of the overall construction contract but the acquisition of the lighting materials will be bid separately. The projected lead time on lighting fixtures is 18-20 weeks and to ensure that lighting equipment is on hand and available for installation near the end of construction this will be awarded prior to construction. Attachments: 1. Resolution No. 2025-025 Authorizing the Advertisement of Bids for Lighting Equipment 2. Downtown Reconstruction Phase 3 Lighting							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
Streetlighting Fund, PIR Capital Improvement Fund							
Budget Information: ☒ Budgeted ☐ Non Budgeted ☐ Amendment Required				Planning Commission			
				Parks and Recreation Board			
				Safari Island Advisory Board			
				Other			

**CITY OF WACONIA
RESOLUTION NO. 2025-025
RESOLUTION AUTHORIZING THE ADVERTISEMENT
OF BIDS FOR LIGHTING EQUIPMENT**

WHEREAS, the 2025 Downtown Reconstruction Phase 3 project will replace all street lighting within the corridor; and

WHEREAS, the desire to have street lighting equipment on hand to coincide with the termination of construction of the public improvements; and

WHEREAS, the City utilizes Cyclone lighting products known as type A and type A3 fixtures and are available from various authorized dealers; and

WHEREAS, the bidding of lighting equipment will ensure ordering, manufacture and shipment separately from the project contract will ensure timely installation; and

WHEREAS, bids will be accepted until February 10th, 2025, at 10:00 a.m. at which time they will be opened and read aloud; and

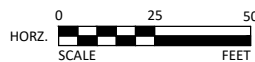
NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Waconia, Minnesota, hereby authorizes the advertisement and bidding of lighting equipment.

Adopted by the City Council of the City of Waconia this 21st day of January 2025.

Tim Litfin, Mayor

Attest: _____
Jackie Schulze, Assistant City Administrator

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WACONIA-OC1.133737-0003D-13 12/15/2024 3:44:02 PM



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS 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.

DRAFT

SIGNER'S NAME
LIC. NO. XXXXX DATE MM/DD/YYYY



2638 SHADOW LANE, SUITE 200
CHASKA, MN 55318
Phone: (952) 448-8838
Email: Chaska@bolton-menk.com
www.bolton-menk.com



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CITY OF WACONIA
DOWNTOWN RECONSTRUCTION PHASE 3
LIGHT OVERVIEW

SHEET
E1.01
183



NEW LIGHT POLE & LUMINAIRE



1.5" NON-METALLIC CONDUIT (SCHEDULE 40)



NEW ELECTRIC HANDHOLE



NEW SERVICE CABINET

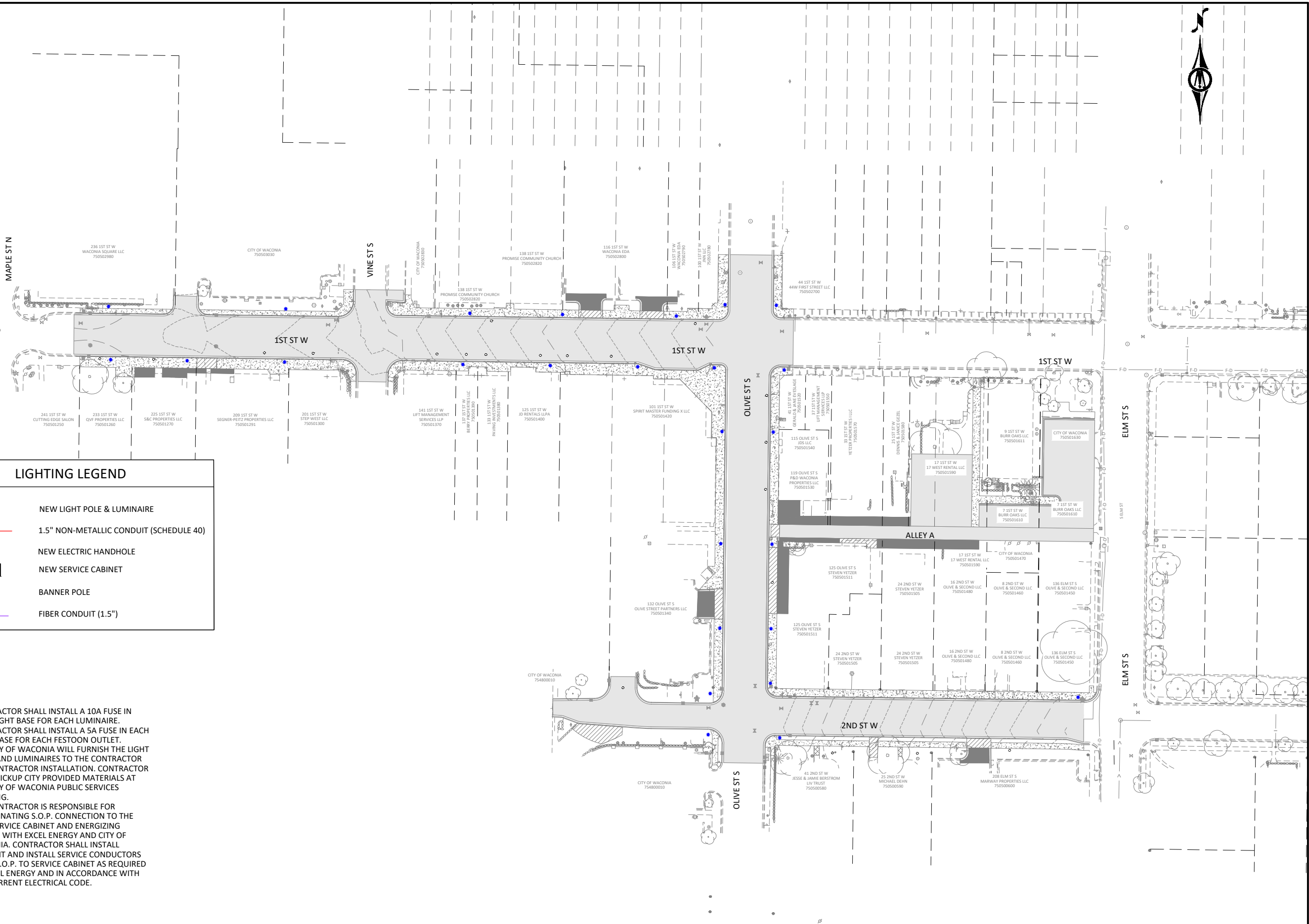


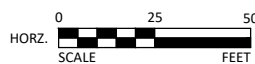
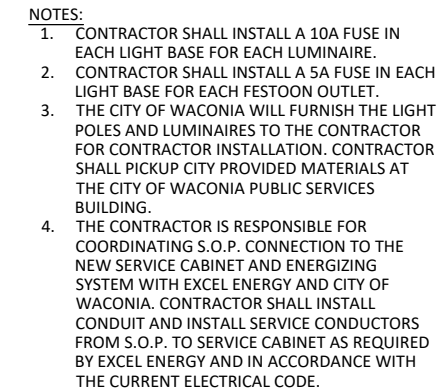
BANNER POLE



FIBER CONDUIT (1.5")

- NOTES:
- CONTRACTOR SHALL INSTALL A 10A FUSE IN EACH LIGHT BASE FOR EACH LUMINAIRE.
 - CONTRACTOR SHALL INSTALL A 5A FUSE IN EACH LIGHT BASE FOR EACH FESTOON OUTLET.
 - THE CITY OF WACONIA WILL FURNISH THE LIGHT POLES AND LUMINAIRES TO THE CONTRACTOR FOR CONTRACTOR INSTALLATION. CONTRACTOR SHALL PICKUP CITY PROVIDED MATERIALS AT THE CITY OF WACONIA PUBLIC SERVICES BUILDING.
 - THE CONTRACTOR IS RESPONSIBLE FOR COORDINATING S.O.P. CONNECTION TO THE NEW SERVICE CABINET AND ENERGIZING SYSTEM WITH EXCEL ENERGY AND CITY OF WACONIA. CONTRACTOR SHALL INSTALL CONDUIT AND INSTALL SERVICE CONDUCTORS FROM S.O.P. TO SERVICE CABINET AS REQUIRED BY EXCEL ENERGY AND IN ACCORDANCE WITH THE CURRENT ELECTRICAL CODE.





I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS 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.

DRAFT

SIGNER'S NAME _____

LIC. NO. XXXXXX DATE MM/DD/YYYY



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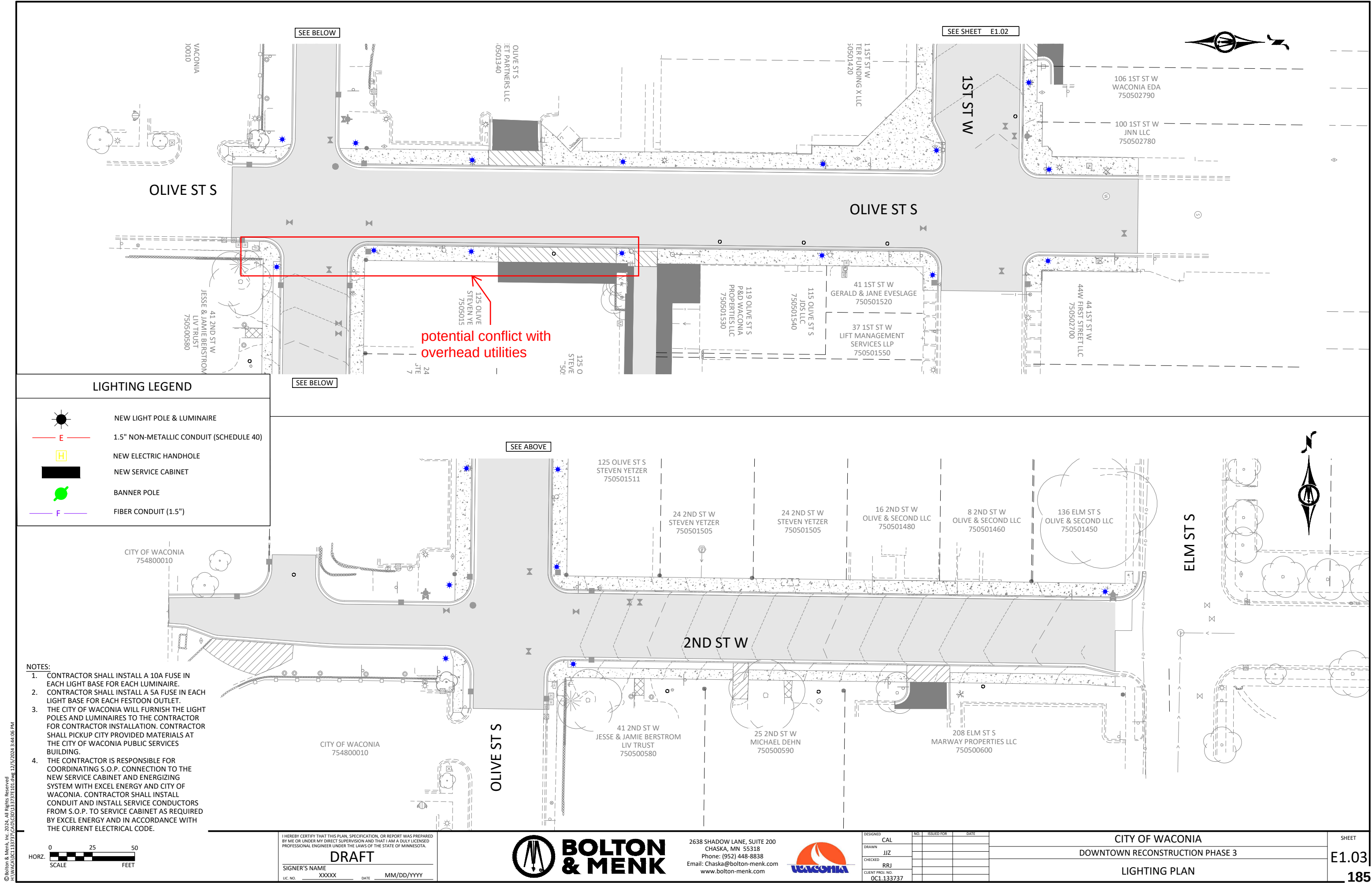
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CITY OF WACONIA
DOWNTOWN RECONSTRUCTION PHASE 3
LIGHTING PLAN

SHEET

1.02

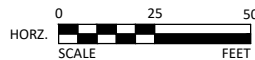
184



LIGHTING LEGEND

- NEW LIGHT POLE & LUMINAIRE
- 1.5" NON-METALLIC CONDUIT (SCHEDULE 40)
- NEW ELECTRIC HANDHOLE
- NEW SERVICE CABINET
- BANNER POLE
- FIBER CONDUIT (1.5")

- NOTES:
- CONTRACTOR SHALL INSTALL A 10A FUSE IN EACH LIGHT BASE FOR EACH LUMINAIRE.
 - CONTRACTOR SHALL INSTALL A 5A FUSE IN EACH LIGHT BASE FOR EACH FESTOON OUTLET.
 - THE CITY OF WACONIA WILL FURNISH THE LIGHT POLES AND LUMINAIRES TO THE CONTRACTOR FOR CONTRACTOR INSTALLATION. CONTRACTOR SHALL PICKUP CITY PROVIDED MATERIALS AT THE CITY OF WACONIA PUBLIC SERVICES BUILDING.
 - THE CONTRACTOR IS RESPONSIBLE FOR COORDINATING S.O.P. CONNECTION TO THE NEW SERVICE CABINET AND ENERGIZING SYSTEM WITH EXCEL ENERGY AND CITY OF WACONIA. CONTRACTOR SHALL INSTALL CONDUIT AND INSTALL SERVICE CONDUCTORS FROM S.O.P. TO SERVICE CABINET AS REQUIRED BY EXCEL ENERGY AND IN ACCORDANCE WITH THE CURRENT ELECTRICAL CODE.



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS 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.

DRAFT

SIGNER'S NAME: XXXXX
LIC. NO.: XXXXX DATE: MM/DD/YYYY



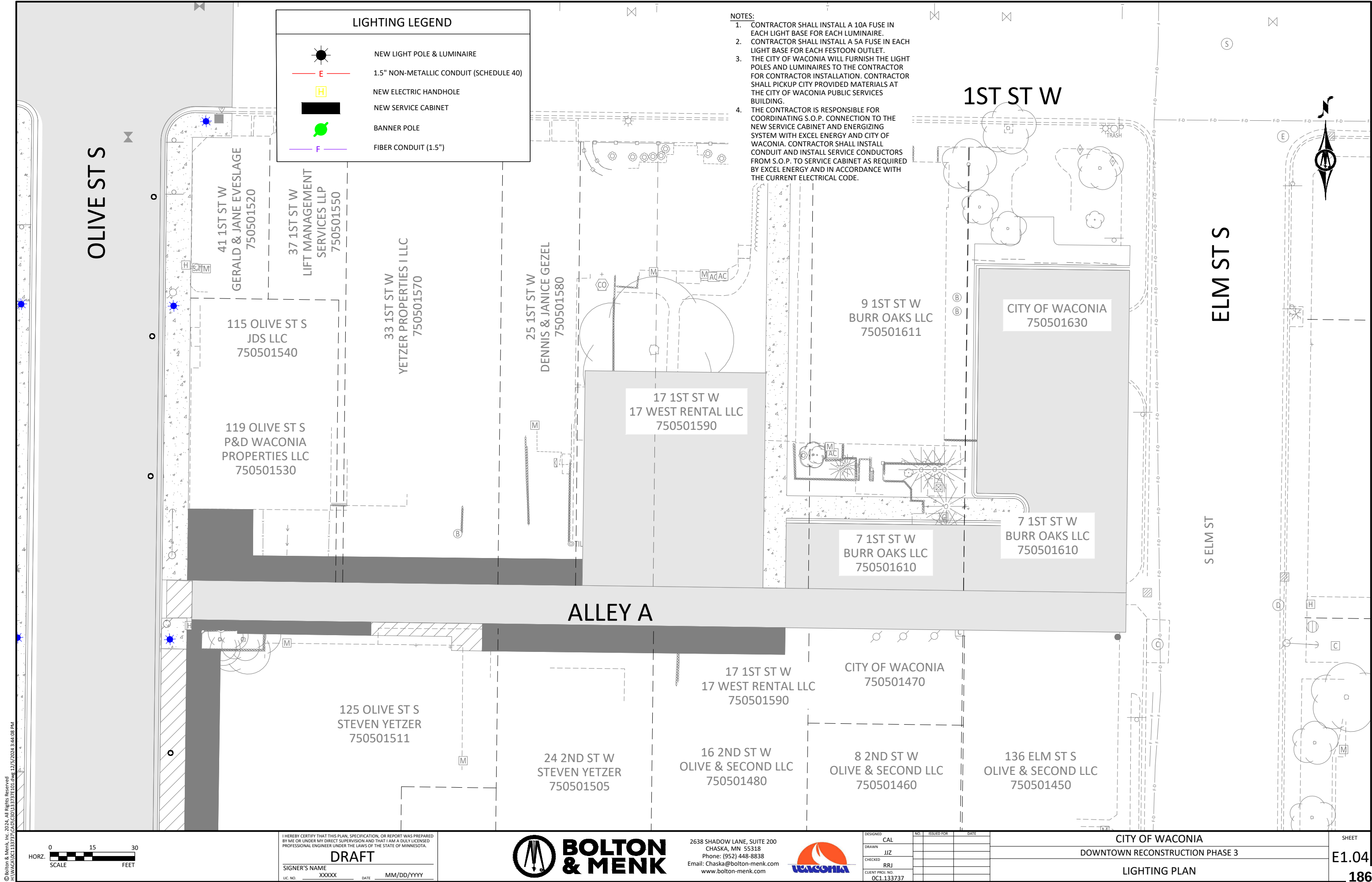
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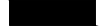
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CITY OF WACONIA
DOWNTOWN RECONSTRUCTION PHASE 3
LIGHTING PLAN

SHEET
E1.03
185



LIGHTING LEGEND

-  NEW LIGHT POLE & LUMINAIRE
-  1.5" NON-METALLIC CONDUIT (SCHEDULE 40)
-  NEW ELECTRIC HANDHOLE
-  NEW SERVICE CABINET
-  BANNER POLE
-  FIBER CONDUIT (1.5")

- NOTES:
- CONTRACTOR SHALL INSTALL A 10A FUSE IN EACH LIGHT BASE FOR EACH LUMINAIRE.
 - CONTRACTOR SHALL INSTALL A 5A FUSE IN EACH LIGHT BASE FOR EACH FESTOON OUTLET.
 - THE CITY OF WACONIA WILL FURNISH THE LIGHT POLES AND LUMINAIRES TO THE CONTRACTOR FOR CONTRACTOR INSTALLATION. CONTRACTOR SHALL PICKUP CITY PROVIDED MATERIALS AT THE CITY OF WACONIA PUBLIC SERVICES BUILDING.
 - THE CONTRACTOR IS RESPONSIBLE FOR COORDINATING S.O.P. CONNECTION TO THE NEW SERVICE CABINET AND ENERGIZING SYSTEM WITH EXCEL ENERGY AND CITY OF WACONIA. CONTRACTOR SHALL INSTALL CONDUIT AND INSTALL SERVICE CONDUCTORS FROM S.O.P. TO SERVICE CABINET AS REQUIRED BY EXCEL ENERGY AND IN ACCORDANCE WITH THE CURRENT ELECTRICAL CODE.

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I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS 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.

DRAFT

SIGNER'S NAME XXXXX DATE MM/DD/YYYY



2638 SHADOW LANE, SUITE 200
CHASKA, MN 55318
Phone: (952) 448-8838
Email: Chaska@bolton-menk.com
www.bolton-menk.com



DESIGNED	NO.	ISSUED FOR	DATE
CAL			
DRAWN			
JJZ			
CHECKED			
RRJ			
CLIENT PROJ. NO.			
OC1.133737			

CITY OF WACONIA
DOWNTOWN RECONSTRUCTION PHASE 3
LIGHTING PLAN

SHEET
E1.04
186



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Authorizing Approval of Sale or Disposal of Surplus Equipment					
Originating Department:		Finance					
Presented by:		Nicole Meyer					
Previous Council Action (if any):							
Item Type (X only one):	Consent	☒	X	Regular Session	☐	Discussion Session	☐
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Adopt Resolution No. 2025-026 Authorizing Approval of Sale or Disposal of Surplus Equipment							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
City staff have reviewed inventory and items in storage at Public Services Facility. The equipment listed below has been replaced as part of the capital equipment budget in recent years. Staff is requesting this equipment be deemed surplus equipment and be sold or properly disposed of. 2008 Sterling Acterra Bucket Truck #39 (Streets – Capital Equipment) 2013 F-350 Ford Super Duty Truck #43 (Streets – Capital Equipment) 2013 F-450 Ford Super Duty Truck #44 (Utility Truck – Water/Sewer) - Set of 4 Snow Tires on Rims from Bobcat Skidsteer (Streets - General) - Top Handle – Stihl Chainsaw (Streets - General) 1,000 gallon tank with salt brine spray bar, 3 valve system, and accessories (Streets - General) The City utilizes Jeff Martin Auctioneers, Inc. for the sale of these types of items along with general postings at City Hall. The equipment is listed at the lowest price the City will accept to be bid on the item. The equipment is sold to the highest bidder. Funds from the sale will be recognized in the General Fund - Streets (101), Capital Equipment Fund (105), Water Utility Fund (601), and Sewer Utility Fund (602) as equipment sale revenue. This equipment normally sells very well at auction. Staff does not anticipate any issues receiving several competitive bids. Attachments: Resolution No. 2025-026 Approving of Sale or Disposal of Surplus Equipment							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses: General Fund - Streets (101)							
Budget Information:				Planning Commission			
☒ Budgeted				Parks and Recreation Board			
☐ Non Budgeted				Safari Island Advisory Board			
☐ Amendment Required				Other			

**CITY OF WACONIA
RESOLUTION NO. 2025-026**

**RESOLUTION APPROVING OF SALE OR DISPOSAL
OF SURPLUS EQUIPMENT**

WHEREAS, Public Services staff have identified vehicles and equipment that are ready for auction after replacements have been put into service; and

WHEREAS, the list of surplus equipment and vehicles includes the following:

- 2008 Sterling Acterra Bucket Truck #39
- 2013 F-350 Ford Super Duty Truck #43
- 2013 F-450 Ford Super Duty Truck #44
- Set of 4 Snow Tires on Rims from Bobcat Skidsteer
- Top Handle – Stihl Chainsaw
- 1,000 gallon tank with salt brine spray bar, three-valve system, and accessories

WHEREAS, funds received for the equipment with saleable value will be recognized in the General Fund – Streets (101), Capital Equipment Fund (105), Water Utility Fund (601), and Sewer Utility Fund (602) as equipment sale revenue; and

WHEREAS, equipment that cannot be sold will be properly disposed of by City staff.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Waconia hereby declares the equipment listed as surplus equipment and authorizes its sale or disposal as determined by City staff.

Adopted by the City Council of the City of Waconia this 21st day of January 2025.

Tim Litfin, Mayor

ATTEST: _____
Jacqkie Schulze, Assistant City Administrator



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Door Lock System Additions Project - Public Services					
Originating Department:		Finance					
Presented by:		Nicole Meyer					
Previous Council Action (if any):							
Item Type (X only one):	Consent	☒ X	Regular Session	☐	Discussion Session	☐	
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Adopt Resolution No. 2025-027 Approving Capital Project at Public Services for Door Lock System Additions							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
A project listed in the City's current 2025 capital budget is door lock system additions at Public Services. This project has been in the City's capital improvement plan for the last few years and has escalated in importance. The building is currently accessed with keys only. Therefore employees must carry physical keys to access all doors. When employees leave, these keys must be collected or the doors are required to be rekeyed. In addition if staff lose keys, there is a need to rekey the doors to protect the City's facility and assets. The City currently uses USA Security for the door locks and access administration at City Hall, the fire station facilities, Brook Peterson park grandstand, and the ice arena. With the addition of Public Services to this same system, authorized users will be able to lock and unlock doors remotely, allow or cease access for employees, and monitor those entering the building with their access cards. The City has budgeted to use cash in the PIR Capital Project Fund (103) to complete the project. The total budgeted for this project is \$15,000. The total cost for all work to be completed at Public Services in 2025 is \$10,438.40 based on the quote and statement of work provided by the vendor. With approval of the project, staff will work with the vendor to get time scheduled for installation.							
Attachments:							
1. Resolution No. 2025-027 Approving Capital Project at Public Services for Door Lock System Addition 2. USA Security Quoted 2025-01-02							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
PIR Capital Project Fund (103)							
Budget Information:				Planning Commission			
☒ X Budgeted				Parks and Recreation Board			
☐ Non Budgeted				Safari Island Advisory Board			
☐ Amendment Required				Other			

**CITY OF WACONIA
RESOLUTION NO. 2025-027**

**RESOLUTION APPROVING CAPITAL PROJECT AT PUBLIC SERVICES FOR
DOOR LOCK SYSTEM ADDITIONS WITH USA SECURITY, INC.**

WHEREAS, the 2025 capital improvement plan includes a project for door lock system additions at the Public Services facility; and

WHEREAS, the City works with the vendor USA Security, Inc. to maintain, monitor, and make additions to the security and door lock system; and

WHEREAS, the City currently uses physical keys for entry to the facility; and

WHEREAS, the new electronic system will add security by allowing doors to be locked and unlocked remotely by authorized users, allow or cease access to employees, and monitor authorized personnel that are accessing the facility; and

WHEREAS, the City budgeted \$15,000 to fund the project and plans to utilize PIR Capital Project fund cash (Fund 103); and

WHEREAS, the quote and statement of work provided by the vendor states the total project costs will be \$10,438.40; and

WHEREAS, City staff requests approval of the project to ensure work can be scheduled with the vendor as soon as possible.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Waconia hereby approves the capital project at Public Services for door lock system additions with USA Security, Inc. totaling \$10,438.40.

Adopted by the City Council of the City of Waconia this 21st day of January 2025.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, Assistant City Administrator

**USA Security, Inc.**

Phone: (952) 829-5919

Fax: (952) 829-5861

6251 Bury Drive
Eden Prairie, MN 55346**Quote**No.: **34877**

Date: 1/2/2025

Prices are firm until: 2/1/2025

Prepared for:

Jody Lechner

City of Waconia: Public Works Building

310 E 10th street

Waconia, MN USA

Prepared by: Chris Daniels

Account No.: 27265

Description	Quantity	Unit Price	Total
Proposal to add thee door system to public works building			
Controller and power			
Core Series 4 port 12/24V Smart Hub; 4 entry +2 capacity Power supply: OP-ECL1-PS1224	1	\$1,450.00	\$1,450.00
Power Supply Charger with Multi-Output Access Power Controller 12 or 24VDC at 6 AMP, PTC Protected Outputs	1	\$375.00	\$375.00
Door Devices (3 doors)			
Standard Smart Reader V2; black; low and high frequency version	1	\$245.00	\$245.00
Mullion Smart Reader V2; black; low and high frequency version	2	\$245.00	\$490.00
Hess 9600 Electric Strike, 12/24V - 630 Satin SS, 3/4 inch pull latch Surface.	2	\$452.20	\$904.40
HES Electric Strike with 801 & 801A Faceplates, 630 Finish	1	\$275.00	\$275.00
Request to Exit PIR White	3	\$125.00	\$375.00
RECESSED 3/4" STEEL DOOR CONTACT, SPST, BROWN	3	\$9.00	\$27.00
MISC MOUNTING PARTS	3	\$29.00	\$87.00
Wire 18/6 500' Box Plenum Shielded	4	\$225.00	\$900.00
Wire 18/4 500' Box Plenum Non-Shielded	2	\$145.00	\$290.00
Access Install (Cabling, Devising, Testing & Approval)	32	\$145.00	\$4,640.00
Project Management, Inventory, Planning, Documentation, Misc.	1	\$640.00	\$640.00
Openpath Premium Subscription - per door	3	\$300.00	\$900.00

Your Price: **\$10,438.40****Total:** **\$10,438.40****Accepted by:****TIM LITFIN, MAYOR****Date: JANUARY 21, 2025****Disclaimer**

Taxes and local state/county fees are the responsibility of the customer. This quote is for estimation purposes and is not a guarantee of cost for services. Quote is based on current information from client and the project requirements. Actual cost may change once project elements are finalized or negotiated. Door hardware: This quote/proposal is based on the good faith that all doors and its mechanical hardware are in a working and properly adjusted condition. // Fire Life Safety Considerations: Unless specifically stated in this quote it is assumed that customer (client) will pull and/or request the fire permit and inspection if required for the work quoted. // High Voltage Considerations: Unless specifically stated in this quote it is assumed the customer (client) will schedule necessary high voltage work with a qualified electrician and ensure any local permitting has been addressed as/if needed. // Drywall patching or painting is not included. Trenching is not included. If paying this quote by method of credit card, there will be an additional 2% charged for processing fees.



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025											
Item Name:		Accept Proposal for Public Services Office Remodel											
Originating Department:		Public Services											
Presented by:		Jon Haukaas											
Previous Council Action (if any):		Adopt Resolution No. 2024-262 Authorizing Staff to Solicit Pricing for 2025 Capital Projects and Equipment Acquisitions											
Item Type (X only one):	Consent	☒ X	Regular Session	☐	Discussion Session	☐							
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>													
Adopt Resolution No. 2025-028 Authorizing the Acceptance of a Proposal for Public Services Office Remodel													
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>													
Included with the 2025 Capital Improvement Plan is Project 759: Public Services New Office Addition & Front Area Remodel. This work will include demolition of the front office area at the Public Services building to improve the customer service counter, storage, work space, and create an additional office space for the Public Services Director. The new Assistant Public Services Director was moved into the space previously used by the Director. Staff met with three different contractors to review the proposed improvements and proposals for the work were received by January 16, 2025. The prices were as follows: <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">RAK Construction</td> <td>\$70,493.78</td> </tr> <tr> <td>Rice Companies Inc.</td> <td>\$73,292.37 plus permit fees</td> </tr> <tr> <td>Greystone Construction</td> <td>\$75,000-\$85,000 including a permit allowance of \$2000, design allowance of \$3000, HVAC allowance of \$1,800</td> </tr> </table> Staff recommends acceptance of the proposal from RAK Construction, Inc. as the low bid. RAK Construction performed the most recent office addition at the facility in 2022. Attachments: 1. Resolution No. 2025-028 Authorizing Acceptance of a Proposal for Public Services Office Remodel 2. RAK Construction Bid Proposal 01-16-2025								RAK Construction	\$70,493.78	Rice Companies Inc.	\$73,292.37 plus permit fees	Greystone Construction	\$75,000-\$85,000 including a permit allowance of \$2000, design allowance of \$3000, HVAC allowance of \$1,800
RAK Construction	\$70,493.78												
Rice Companies Inc.	\$73,292.37 plus permit fees												
Greystone Construction	\$75,000-\$85,000 including a permit allowance of \$2000, design allowance of \$3000, HVAC allowance of \$1,800												
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:									
Funding Sources & Uses:													
PIR Cash													
Budget Information:				Planning Commission									
☒ X Budgeted				Parks and Recreation Board									
☐ Non Budgeted				Safari Island Advisory Board									
☐ Amendment Required				Other									

CITY OF WACONIA
RESOLUTION NO. 2025-028
RESOLUTION AUTHORIZING ACCEPTANCE OF A PROPOSAL
FOR PUBLIC SERVICES OFFICE REMODEL

WHEREAS, one of the City’s Priorities is to “manage, maintain, and improve our current and future physical assets”; and

WHEREAS, with the addition of an Assistant Public Services Director there is a lack of adequate office space at the Public Services Building; and

WHEREAS, the front office space of the Public Services Building is in need of reconfiguration to better utilize the space; and

WHEREAS, staff has solicited pricing from multiple contractors to design and construct the proposed improvements; and

WHEREAS, proposals were received by January 16, 2025 and staff is recommending acceptance of the lowest and most complete proposal.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Waconia, Minnesota, hereby authorizes acceptance of the proposal in the amount of \$70,493.78 from RAK Construction, Inc. of East Bethel, MN.

Adopted by the City Council of the City of Waconia this 21st day of January 2025.

Tim Litfin, Mayor

Attest: _____
Jackie Schulze, City Clerk



RAK Construction, Inc.

An Affirmative Action, Equal Opportunity Employer

21435 Johnson Street NE
East Bethel, MN 55011
Phone (763) 434-4210 Fax (763) 434-8380

Bid To:

Waconia Public Works
310 East 10th Street
Waconia, MN 55387
Attn:

Bid Proposal

DATE January 16, 2025
Bid # 16865

Customer # 952-442-2615
jhaukaas@waconia.org
Prepared by: Angela

Job Location: Waconia PW 310 East 10th Street Waconia, MN 55387

RAK Construction proposes to furnish labor and material to complete the work as follows:

Waconia PW Main Entrance

Description	AMOUNT
1. Remodel to main entrance per drawings provided.	
2. Clean up, supervision, disposal, and OH&P.	
TOTAL	\$70,493.78

This proposal may be withdrawn or prices may be subject to change if not accepted within 30 days.
If you have any questions concerning this quotation, contact James Wood 763-434-4210.
Yours truly,

RAK Construction Inc.

James Wood
Project Manager
james@rakconstruction.com

Thank you for the opportunity to quote this work

Acceptance of Proposal

The work described above is approved by:

Signed: _____

Tim Litfin, Mayor

Date: JANUARY 21, 2025



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Public Services Boiler Replacement					
Originating Department:		Administration					
Presented by:		Jackie Schulze					
Previous Council Action (if any):							
Item Type (X only one):	Consent	☒ X	Regular Session	☐	Discussion Session	☐	
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Adopt Resolution No. 2023-029 Approving Boiler Replacement at Public Services (CIP Project 798)							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
The boilers that serve the Public Services Facility are nearing the end of their useful life and it is recommended that we replace these prior to them failing. Replacement of these boilers was programmed into the Capital Improvement Plan for 2025. We recommended working with Nordic Mechanical Services, as they are our preferred HVAC vendor and have been doing all preventative maintenance and work on all HVAC at all City sites for the past ten years, as well as are the main point of contact during the boiler inspection process. The City has \$58,000 programmed into the CIP for this project, and Nordic's quote, which includes labor and materials, is for \$58,000.							
<u>Attachments:</u> 1. Resolution No. 2025-029 Authorizing Public Services Boiler Replacement 2. Boiler Replacement Proposal with Nordic Mechanical Services 01-15-2025							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
PIR CASH							
Budget Information:				Planning Commission			
☒ Budgeted				Parks and Recreation Board			
☐ Non Budgeted				Safari Island Advisory Board			
☐ Amendment Required				Other			

**CITY OF WACONIA
RESOLUTION NO. 2025-029**

**RESOLUTION AUTHORIZING
PUBLIC SERVICES BOILER REPLACEMENT**

WHEREAS, the boilers at the Public Services Facility are original to the building and are nearing the end of their useful life; and

WHEREAS, the boiler replacement project was included in the approved 2025 Capital Improvement Plan as Project Number 798; and

WHEREAS, City staff recommend working with Nordic Mechanical Services on this project, as they are the City's primary vendor for all HVAC related work and have been working with the City since 2014; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Waconia authorizes the Public Services boiler replacement project with Nordic Mechanical Services for the cost of \$58,000.00.

Adopted by the City Council of the City of Waconia this 21st day of January 2025.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, Assistant City Administrator



January 15th, 2025

City of Waconia
26 Maple Street South
Waconia, MN 55387
Contact: Jackie Schulze
Email: jschulze@waconia.org

Re: Maintenance Facility – Boiler Replacements

Nordic Mechanical Services proposes to provide the labor and materials necessary to replace outdated heating boilers in the maintenance facility building. Both boilers are original to the building. The new boilers will be 96% high efficiency condensing boilers. We will also flush the heating system and add propylene glycol to have proper freeze protection and added metal inhibitors.

Installation Includes:

- 2 – Lochinvar Knight Boilers
 - 285,000 BTU
 - BAS Capability
 - 96% Efficiency
- Gas Piping
- Pipe Insulation
- Water Piping
- Electrical Connection
- Venting Connection
- Start Up and Testing
- Permit
- Removal and Environmental Disposal of Existing Boilers
- Installation Materials
- Labor and Installation

Total Installation Cost\$58,000.00

All work to be performed during normal business hours unless otherwise noted. The prices stated above are valid for 30 days, after that time please contact the Nordic quoting team for accurate pricing or additional information needed.

Thank you,

Breanna Engel

Authorized Signature Breanna Engel

Date 1/15/25

Acceptance Signature_____

Name (Please Print) Tim Litfin, Mayor

Date JANUARY 21, 2025

Fees may apply if the proposed work is cancelled for any reason.
Nordic Services 11965 Larc Industrial Blvd, Suite 600, Burnsville MN 55337 Phone (952) 894-5800 Fax (952) 894-5802 Email: Quotes@nordicservices.net



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Accept Resignation of Public Services Technician					
Originating Department:		Administration					
Presented by:		Jackie Schulze					
Previous Council Action (if any):							
Item Type (X only one):		Consent	X	Regular Session		Discussion Session	
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Adopt Resolution No. 2025-030 Accepting Resignation of Public Services Technician							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
Public Services Technician Brendan McCarthy has submitted a letter of voluntary resignation, effective January 17, 2025. Brendan has been with the City of Waconia for ten years, and is headed to the City of Minnetrista to serve as their new Engineering Technician. City staff have begun the process of filling this vacancy by posting this position externally. <u>Attachments:</u> 1. Resolution No. 2025-030 Accepting Voluntary Resignation of Public Services Technician							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
Budget Information:				Planning Commission			
_____ Budgeted				Parks and Recreation Board			
_____ Non Budgeted				Safari Island Advisory Board			
_____ Amendment Required				Other			

**CITY OF WACONIA
RESOLUTION NO. 2025-030**

**RESOLUTION ACCEPTING VOLUNTARY
RESIGNATION OF PUBLIC SERVICES TECHNICIAN**

WHEREAS, the City has received the voluntary resignation of Public Services Technician Brendan McCarthy; and

WHEREAS, the City has received this notice in accordance with its personnel policies to be effective January 17, 2025; and

NOW, THEREFORE, BE IT RESOLVED, that, the City Council hereby accepts the resignation of Brendan McCarthy.

Adopted by the City Council of the City of Waconia this 21st day of January 2025.

Tim Litfin, Mayor

Attest: _____
Jackie Schulze, Assistant City Administrator



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Circuit Machine Replacement Project - Safari Island Community Center					
Originating Department:		Finance					
Presented by:		Nicole Meyer					
Previous Council Action (if any):							
Item Type (X only one):	Consent	☒ X	Regular Session	☐	Discussion Session	☐	
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Adopt Resolution No. 2025-031 Approving Capital Project at Safari Island Community Center for Circuit Machine Replacement with Johnson Fitness & Wellness							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
A project listed in the City's current 2025 capital budget is replacement of strength circuit equipment at the Safari Island Community Center. Most of the strength equipment is the original equipment that was purchased when the facility opened in 2001 with the exception of a few weights and benches that have been added as part of the department's operating equipment line item over time. Staff obtained two quotes for replacement of the equipment. These quotes include replacement of the circuit machines, dumbbells, benches, and squat racks. The two quotes are attached to this resolution and are summarized below: • Johnson Fitness & Wellness - \$78,699.59 • Ready Fitness - \$95,249.78 The City has budgeted to use cash in the Capital Equipment Fund (105) to complete the project. The total budgeted for this project is \$75,000. Neither vendor is interested in trade of the City's current equipment. Staff has been working with a surplus vendor that specifically resells used fitness equipment. The vendor has interest in the City's equipment and will provide payment for it at the time of pick-up. This revenue will be recorded in the Capital Equipment Fund (105) as reimbursement revenue and reduce the total amount of the replacement project. With approval of the project, staff will work with the vendor to schedule delivery and installation. Safari Island currently works with Johnson Fitness & Wellness for the cardio equipment located at the facility. They are a trusted vendor and have provided great customer service. <u>Attachments:</u> 1. Resolution No. 2025-031 Approving Capital Project at Safari Island for Circuit Equipment Replacement 2. Circuit Machine Replacement Quote with Johnson Fitness & Wellness 3. Circuit Machine Replacement Quote with Ready Fitness Ready Fitness							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
Capital Equipment Fund (105)							
Budget Information:				Planning Commission			
☒ X Budgeted				Parks and Recreation Board			
☐ Non Budgeted				Safari Island Advisory Board			
☐ Amendment Required				Other			

**CITY OF WACONIA
RESOLUTION NO. 2025-031**

**RESOLUTION APPROVING CAPITAL PROJECT AT SAFARI ISLAND
COMMUNITY CENTER FOR CIRCUIT EQUIPMENT REPLACEMENT WITH
JOHNSON FITNESS & WELLNESS**

WHEREAS, the 2025 capital improvement plan includes a project for circuit equipment replacement at the Safari Island Community Center; and

WHEREAS, a majority of the current circuit equipment utilized at the facility is the equipment purchased when the facility opened in 2001; and

WHEREAS, City staff obtained two quotes from trusted fitness vendors as listed below:

- Johnson Fitness & Wellness - \$78,699.59
- Ready Fitness - \$95,249.78

WHEREAS, the City budgeted \$75,000 to fund the project and plans to utilize Capital Equipment fund cash (Fund 105); and

WHEREAS, City staff will work with an outside vendor for the sale of the City's current circuit equipment; and

WHEREAS, the revenue from the sale of the used equipment will be recognized in the City's Capital Equipment Fund (105) and reduce the cost of the replacement circuit equipment; and

WHEREAS, City staff requests approval of the project to ensure the equipment can be ordered, delivered, and installed as soon as possible.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Waconia hereby approves the capital project at the Safari Island Community Center for replacement circuit equipment with Johnson Fitness & Wellness totaling \$78,699.59.

Adopted by the City Council of the City of Waconia this 21st day of January, 2025.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, Assistant City Administrator



Johnson Fitness & Wellness

Drew Wurst (3827)
7585 Equitable Drive
Eden Prairie, MN 55344
Phone: (952) 500-0508
Fax: (952) 906-6909
Email: drew.wurst@johnsonfit.com

Quote

Quote Order 22-065521
Date 12/06/23

Ship To Information

Safari Island Waconia Community Center
Dan Montague
1600 Community Drive
Waconia, MN 55387

Home: (952) 442-3101 Work: (952) 442-3101
Fax: (952) 442-0692
Email: drew.wurst@johnsonfit.com

Bill To Information

Safari Island Waconia Community Center
Dan Montague
1600 Community Drive
Waconia, MN 55387

Home: (651) 438-4188 Work: (651) 438-4188
Fax: (952) 442-0692
Email: invoice to drew.wurst@johnsonfit.com

ONLY

Expiration Date: 1/14/2025					Terms: Net 30 Days		
Qty	SKU	Description	Delivery Method	Tax	List Price	Your Price	Ext. Price
		<u>New Full Commercial Grade Strength Equipment</u>		☐			
				☐			
		<u>ROC-IT Motion Technology</u>		☐			
		Designed to Move Around User &		☐			
		Provide Proper Movement Patterns that		☐			
		Reduce Stress on Joints While Improving		☐			
		Muscle Recruitment		☐			
1	HF-RS-2401	Hoist RS Leg Extension	Deliver	☐	\$4,750.00	\$3,490.00	\$3,490.00
1	HF-RS-2402	Hoist ROC-IT Seated Leg Curl	Deliver	☐	\$4,750.00	\$3,490.00	\$3,490.00
1	HF-RS-2403	Hoist ROC-IT Leg Press	Deliver	☐	\$6,799.00	\$4,990.00	\$4,990.00
				☐			
1	HF-RS-2700	Hoist ROC-IT Chin Dip Assist	Deliver	☐	\$6,299.00	\$4,575.00	\$4,575.00
		*standing-style assistance for safest use		☐			
		foot assist flips out of the way for free-body use		☐			
		multi-position pull-up handles & rock-climb grips		☐			
				☐			
		<u>Incremental Weight Selector (OPTION)</u>		☐			
4	HF-RS-CAGE-NG-OPT1	5LB add-on ROC-IT incremental weight	Deliver	☐	\$189.99	\$137.22	\$548.88
1	HF-RS-CAGE-NC-OPT2	10LB Add-on Weight for RS-2403	Deliver	☐	\$199.99	\$145.21	\$145.21
				☐			
		<u>Dual -Function Units</u>		☐			
1	HF-HD-3100	Hoist Dual Bicep/Tricep	Deliver	☐	\$3,599.00	\$2,650.00	\$2,650.00
1	HF-HD-3800	Hoist Dual Inner/Outer Thigh	Deliver	☐	\$3,599.00	\$2,650.00	\$2,650.00
1	HF-HD-3600	Hoist Dual Ab/Low Back	Deliver	☐	\$3,599.00	\$2,650.00	\$2,650.00
1	G7-S22	Matrix Ultra Rear Delt/Pec Fly	Deliver	☐	\$6,340.00	\$5,380.00	\$5,380.00

Qty	SKU	Description	Delivery Method	Tax	List Price	Your Price	Ext. Price
				☐			
				☐			
		ULTRA Series Units - Single Function		☐			
1	G7-S13-02	Matrix Ultra Converging Chest Press	Deliver	☐	\$6,475.00	\$5,500.00	\$5,500.00
1	G7S23	Matrix Ultra Converging Shoulder Press	Deliver	☐	\$6,340.00	\$5,370.00	\$5,370.00
1	G7S34	Matrix Ultra Diverging Seated Row	Deliver	☐	\$6,475.00	\$5,500.00	\$5,500.00
				☐			
				☐			
		Ultra Series Strength Includes:		☐			
		Action-Specific Grips to "Coach" Proper Form		☐			
		Gas-Assisted Seat Adjustments		☐			
		Adjustable Starting Positions/Range of Motion		☐			
		Rep Counters & Work/Rest Timers		☐			
				☐			
				☐			
		Magnum Series Premium Squat Racks		☐			
2	MG-MX690-02	Matrix Magnum MX Half Squat Rack 8ft	Deliver	☐	\$5,280.00	\$3,260.00	\$6,520.00
2	MG-MXO7	Matrix Magnum MX Angled Lat/Pull-up Bar	Deliver	☐			
4	MG-XR27C-4	Matrix Magnum 12" Weight Storage Horn: 4-Pack	Deliver	☐			
4	MG-XR27CS	Matrix Magnum 6" Weight Storage Horn	Deliver	☐			
2	MG-MXO16	Matrix Magnum MX Upper Dual Olympic Bar Storage	Deliver	☐			
2	MG-MXO20	Matrix Magnum MX Band Storage (pair)	Deliver	☐			
				☐			
2	VFW-OB2000	VisionFitness 7' Olympic Barbell 2000lb test_45lbs	Deliver	☐	\$395.00	\$275.00	\$550.00
2	ZMD4004037	Matrix Lock Jaw Pro Safety Collars	Deliver	☐	\$47.99	\$37.75	\$75.50
				☐			
				☐			
		Adjustable Incline Benches Same As you have now		☐			
3	MG-A82	Matrix Magnum Series Multi-Adjustable Bench LP	Deliver	☐	\$1,405.00	\$1,230.00	\$3,690.00
				☐			
				☐			
		Additional Benches		☐			
1	HF-CF-3550	Hoist Preacher Curl Bench	Deliver	☐	\$999.00	\$800.00	\$800.00
1	HF-CF-3264	Hoist Adjustable Decline Ab Bench	Deliver	☐	\$999.00	\$800.00	\$800.00
1	HF-CF-3663	Hoist Back Hyper Extension Bench -Adjustable Angle	Deliver	☐	\$1,099.00	\$880.00	\$880.00
				☐			
				☐			
1	G3MSFT4	Matrix* Aura Functional Trainer - 400# Stack	Deliver	☐	\$12,605.00	\$7,830.00	\$7,830.00
		4:1 ratio = 97.5lbs effective resistance per side		☐			
		MutliGrip Pull-Ups		☐			
		Includes 10 Accessory Attachments w/storage		☐			
				☐			
				☐			
		Urethane, Hex Head Dumbbells		☐			
1	ZMD4012867	Matrix XULT URE Hex Plus DB 005-050 Set Black	Deliver	☐	\$1,945.00	\$1,335.00	\$1,335.00
1	ZMD4012868	Matrix XULT URE Hex Plus DB 055-100 Set Black	Deliver	☐	\$5,480.00	\$3,760.00	\$3,760.00
2	ZMD4006849	Matrix XULT Dumbbell Flat Rack - 3-Tier	Deliver	☐	\$1,200.00	\$736.00	\$1,472.00
		*2 racks holds 5-100lb set		☐			
				☐			

Qty	SKU	Description	Delivery Method	Tax	List Price	Your Price	Ext. Price
1	TKO-845BBR-BK	5 Count FixedWeight Bar Rack: 23" Deep, 30"W, 53"H	Deliver	☐	\$520.00	\$378.00	\$378.00
				☐			
1		Factory Freight		☐	\$7,103.84	\$0.00	\$0.00
		FreeFreight c/o Johnson Fitness		☐			
				☐			
1	COMMDEL01	Commercial Delivery & Assembly	Deliver	☐	\$5,500.00	\$3,670.00	\$3,670.00
				☐			
				☐			
				☐			
				☐			
				☐			
				☐			
				☐			

Special Instructions:

NET 30 Terms - Strength
Silver/Platinum Frames, Black Pads
Delivery Contact: Dmontague@waconia.org

Item Total:

\$78,699.59

Tax:

\$0.00

TOTAL:

\$78,699.59

Standard Terms and Conditions

1. All orders must be prepaid before shipment without approved credit.
2. These prices are subject to change after 30 days from document date.
3. There will be a 1.5% monthly service charge on all overdue accounts. The buyer is also responsible for any collection and/or legal fees involved in collecting past due accounts.
4. Any changes on orders must be made within 7 days after the order is accepted.
5. Clerical errors subject to correction. All prices and agreements are contingent upon strikes, accidents, and other causes avoidable or beyond our control.
6. Buyer agrees to promptly file claim for all goods damaged in transit.
7. There will be a 25-35% restocking charge on merchandise ordered but not accepted. Special orders are not refundable. Delivery, Set-Up and Freight charges will not be refunded.
8. A Preventative Maintenance Agreement is available for all equipment.
9. Equipment lease is available with approved credit.
10. All unit prices are F.O.B. manufacturer.
11. Products purchased without commercial warranties that are placed in non-residential settings void manufacturer's warranty. All repair costs are customers responsibility.

Please send check payments to:

DBA Johnson Fitness & Wellness

1600 Landmark Drive

Cottage Grove, WI 53527

Acceptance of Proposal:

These prices, specifications and conditions are satisfactory and are hereby accepted.

I am authorized to order the listed equipment with full understanding
of the payment terms.

Authorized Signature: _____

Print Name: Tim Litfin, Mayor

Date of Acceptance: JANUARY 21, 2025

www.johnsonfit.com/commercial

PROPOSAL

Proposal#:PR-48003.B
Date Created:11/26/2024
Expires On: 2/1/2025
Terms: Net-30
Prepared By: Chris Talbird

Representative Contact Info:
Chris Talbird
Ph: (205) 732-2550
chris@readyfitness.com

Ready Fitness
4295 Hamilton Mill Road
Suite 200
Buford, GA 30518
www.readyfitness.com
Phone: (404) 551-4472
Fax: (404) 420-2568

BILLING & SHIPPING

Bill To Name: Safari Island Waconia Community Center
Bill To Address: 1600 Community Drive
Waconia, MN 55387

Ship To Name: Safari Island Waconia Community Center
Ship To Address: 1600 Community Drive
Waconia, MN 55387

Bill To Contact: Dan Montague

Ship To Contact: Dan Montague

Product	Description	Qty	MSRP	Your Price	Total Price
Hoist RS-1401-A	Roc-It Leg Extension	1	\$4,750.00	\$3,599.00	\$3,599.00
Hoist RS-1402-A	Roc-It Seated Leg Curl	1	\$4,750.00	\$3,599.00	\$3,599.00
Hoist RS-1403-A	Roc-It Seated Leg Press	1	\$6,799.00	\$5,299.00	\$5,299.00
Hoist RS-1700	Roc-It Chin-Dip Assist	1	\$6,299.00	\$4,999.00	\$4,999.00
MISC	5LB add-on ROC-IT incremental weight	4		\$150.00	\$600.00
MISC	10LB Add-on Weight for RS-2403	1		\$160.00	\$160.00
Hoist HD-3100	Biceps/Triceps	1	\$3,599.00	\$2,799.00	\$2,799.00
Hoist HD-3600	Ab/Low Back	1	\$3,599.00	\$2,799.00	\$2,799.00
Hoist HD-3800	Inner/Outer Thigh	1	\$3,599.00	\$2,799.00	\$2,799.00
Matrix G7-S22B	Ultra Rear Delt/Pec Fly-Base	1	\$5,830.00	\$5,799.00	\$5,799.00
Matrix G7S13-02	Ultra Converging Chest Press	1	\$6,475.00	\$5,699.00	\$5,699.00
Matrix G7S23-02	Ultra Converging Shoulder Press	1	\$6,340.00	\$5,599.00	\$5,599.00
Matrix G7S34-02	Ultra Diverging Seated Row	1	\$6,475.00	\$5,699.00	\$5,699.00
Matrix MG-MX690-02	MX Half Rack	2	\$3,296.00	\$3,296.00	\$6,592.00
Torque O6XIB	Olympic Bar-15KG X-Series International	2	\$440.00	\$315.00	\$630.00
TKO 812LBC	Lock Jaw Collar, pair	2	\$70.00	\$54.99	\$109.98
Matrix MG-A82	Multi-Adjustable Bench	3	\$1,405.00	\$1,299.00	\$3,897.00
MISC	CF-3550 Hoist Preacher Curl Bench	1		\$899.00	\$899.00
MISC	CF-3264 Hoist Adjustable Decline Ab Bench	1		\$899.00	\$899.00
MISC	CF-3663 Hoist Back Hyper Extension Bench -Adjustable Angle	1		\$999.00	\$999.00
Matrix G3MSFT4	Aura Functional Trainer w/400# Stacks	1	\$8,490.00	\$8,299.00	\$8,299.00

Product	Description	Qty	MSRP	Your Price	Total Price
Matrix XT-5-50URE-HEX-P	Matrix XULT Urethane Hex Plus DB 005-050 Set - ZMD4012867	1	\$1,945.00	\$1,599.00	\$1,599.00
Matrix XT-55-100URE-HEX-P	Matrix XULT Urethane Hex Plus DB 055-100 Set - ZMD4012868	1	\$5,480.00	\$4,499.00	\$4,499.00
Matrix XT-FLAT DB-10	XULT 3-Tier Flat Tray Dumbbell Rack ZMD4006849	2	\$1,000.00	\$862.99	\$1,725.98
FDI-Freight	Freight	1		\$6,260.72	\$6,260.72
FDI-Delivery-Company	Delivery of products/materials by company vehicle	1		\$3,912.96	\$3,912.96
FDI-Installation	Installation	1		\$5,478.14	\$5,478.14

TOTALS

Total Price	\$95,249.78
Sales Tax	\$0.00
Total Price w/ Tax	\$95,249.78

CUSTOMER MESSAGE

*Quote is valid thru February 1st, 2025. Ready Fitness reserves the right to adjust freight costs should those rise in 2025. We will communicate any changes as soon as they are made known. Once an order is received all pricing on the quote will be honored and no changes will be made at that point.

TERMS AND CONDITIONS

Pricing is guaranteed for 30 days. Approved Credit Application is required for all customers desiring terms. 30% Restocking Fee for Returns or Cancelled Items. Strength Equipment, Flooring, and Audio/Visual Equipment are custom order items (No Returns, No Refunds). Strength Orders must clearly specify paint and upholstery colors. Used equipment sold as-is, no warranty, no returns, stock reserved upon receipt of payment, and must be picked up or delivered within 30 days. Payment by Credit Card incurs additional processing fees (3% for orders up to \$5000, 4% for orders \$5000 and above). Treadmills require 120V, dedicated 20 amp circuit with Nema 5-20R receptacle. Customers must provide appropriate power and cable/data outlets for equipment with those requirements. Buyer is responsible for anchoring of equipment with those requirements and should reference owners manuals of all products. Prices quoted are for daytime delivery. Night and/or weekend delivery available at additional cost. By Signing below, buyer authorizes this purchase as detailed herein, per the payment terms noted.

SIGNATURE

Print Name: Tim Litfin, Mayor Date: JANUARY 21, 2025 Signature: _____



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Authorizing Approval of Solid Waste Reduction and Recycling Grant Agreement with Carver County					
Originating Department:		Finance					
Presented by:		Nicole Meyer					
Previous Council Action (if any):							
Item Type (X only one):	Consent	☒ X	Regular Session	☐	Discussion Session	☐	
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Adopt Resolution No. 2025-032 Authorize Approval and Execution of Solid Waste Reduction and Recycling Grant Agreement with Carver County							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
City staff completed a grant application in March 2024 for Solid Waste Reduction and Recycling Grant with Carver County Environmental Services. The grant was for reimbursement of composting services and fees paid from January 1, 2024 to December 31, 2024. The City has applied for this grant for several years and continually receives support from Carver County to provide composting and recycling services within the city limits. A grant agreement was provided by Carver County and is attached. Staff is requesting approval of the attached grant agreement so the reimbursement request can be sent to Carver County for processing. The City may receive up to a total of \$17,000 based on the specifications listed in the grant. As part of the grant application process, the City estimated its costs for 2024 to be about \$27,061.50. Once the grant agreement is finalized, staff will compile actual costs for providing composting services in the City and record the grant revenue received in the streets department grant revenue line item. All the final expenditure data must be provided to Carver County by January 31, 2025. City staff will report to the City Council the final amount of grant funds received for this program at a future meeting. City staff plan to again apply for these grant funds for the 2025 compost season.							
Attachments:							
1. Resolution No. 2025-032 Authorizing Approval and Execution of Solid Waste Reduction & Recycling Grant Agreement with Carver County 2. Solid Waste Reduction and Recycling Grant Agreement with Carver County							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses: General Fund - Streets (101)							
Budget Information:				Planning Commission			
☒ X Budgeted				Parks and Recreation Board			
☐ Non Budgeted				Safari Island Advisory Board			
☐ Amendment Required				Other			

**CITY OF WACONIA
RESOLUTION NO. 2025-032**

**RESOLUTION AUTHORIZING APPROVAL & EXECUTION OF SOLID WASTE
REDUCTION & RECYCLING GRANT AGREEMENT WITH CARVER COUNTY**

WHEREAS, City staff applied for a grant with Carver County for solid waste reduction and recycling in March 2024; and

WHEREAS, the City of Waconia will be awarded grant funds up to \$17,000 for the cost to provide compost and recycling services within the City limits between January 1, 2024 and December 31, 2024; and

WHEREAS, the attached grant agreement must be executed and returned to Carver County along with the actual costs incurred by the City; and

WHEREAS, the final financial analysis of the City's expenditures is due to Carver County to be considered for reimbursement by January 31, 2025.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Waconia hereby authorizes approval and execution of the solid waste reduction and recycling grant agreement with Carver County.

Adopted by the City Council of Waconia, Minnesota this 21st day of January 2025.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, Assistant City Administrator

Connection

Newsfeed

OneDrive

Sites

Kathy Kollm

\$

?

Close

2024 City of Waconia Solid Waste Reduction and Recycling Grant			
Contract#	24-033	Contract Start Date	1/1/2024
External Parties	CITY OF WACONIA	Contract End Date	12/31/2024
Carver County Vendor#	958	Previous Related Contract#	23-052
Originator	Marcus Zbinden	Contract State	Original
Division/Department	Public Services: Environ. Svc.		
Type of Contract	Grant		
Type of Contract Explanation			
Fiscal Amount	\$16,000.00	Fiscal Terms	The 2024 ES budget includes \$160,000 for the city and township grant program.
Certificate of Insurance Required	No		
Quotes and Bids Obtained	No		
Approval Authority	Division, County Administrator		
RBA Number			

Carver County has provided grant opportunities to our partner cities and townships since 1989, to encourage increased recycling and waste diversion within our County.

In October 2023, Environmental Services requested and received waste reduction and recycling funding proposals from all 21 Carver County cities and townships. Staff reviewed the proposals and provided funding recommendations to the County Board based on how each proposal fit within the State Solid Waste Hierarchy, including the potential for the greatest impact on landfill diversion. The County Board approved the 2024 staff recommended funding amounts at the 1/16/24 Board meeting.

The City of Waconia proposes to use the allocated \$16,000 to offer yard waste collections for their residents.

Funding for the city and township grant program comes from State grant dollars (LRDG and SCORE Grant), and the Carver County Solid Waste Fee.

Submit Completed

Submitter Brad Hanzel

Submit Date 2/1/2024

Attorney Approved

Attorney Approval Date 2/2/2024

Attorney Approver Patrick Conness

Risk Approved

Risk Approval Date 2/2/2024

Risk Approver Sonja Wolter

Division Approved

Division Approver Nick Koktavy

Division Approval Date 2/9/2024

**COUNTY OF CARVER
CITY SOLID WASTE REDUCTION & RECYCLING
GRANT AGREEMENT**

This Agreement is entered into by and between the County of Carver, 600 East 4th Street, Chaska, Minnesota 55318, through its Public Services Division, 600 East 4th Street, Chaska, MN 55318 (hereafter "County") and the City of Waconia, 201 Vine St. South, Waconia MN 55387-1403 (hereafter "Grantee").

Recitals

1. Under Minnesota Statutes §473 and §115A, the County is empowered to enter into this grant.
2. The County is in need of the City of Waconia's assistance to carry out the provisions of the Carver County Solid Waste Master plan 2018 to 2036.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the County.

Grant Agreement

1. Term of Grant Agreement

- a. Effective date:* January 1, 2024. Once this grant agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred back to effective date. Reimbursements will only be made for those expenditures made according to the terms of this grant.
- h. Expiration date:* The expiration date of the grant is certified through December 31, 2024, or until all obligations have been satisfactorily fulfilled, whichever occurs first. All expenditures must be made prior to December 31, 2024, and reimbursement requests must also be received by the County no later than January 31, 2025. Grant funds may not be carried over to the next calendar year and must be used for activities specified in the attached spending plan, (Exhibit A).
- c. Survival of Terms.* The following clauses survive the expiration or cancellation of this grant agreement:
9. Liability; 10. Audits, 11. Government Data Practices and Intellectual property; 13. Publicity and Endorsement; 14. Governing Law, Jurisdiction, and Venue; and 19. Data Disclosure.

2. Grantee's Duties

The Grantee, who is not a county employee, will provide solid waste program services and education consistent with the Carver County Solid Waste Master Plan. The Grantee will perform the following duties as part of this agreement:

- Offer a yard waste drop-off site

The Grantee must secure a minimum of three bids for all grant related activities greater than \$5,000. The Grantee will submit to the County a spending plan (Exhibit "A" to this grant) along with this form to carry out the Grantee's duties. These activities must relate to solid waste landfill abatement programs and activities consistent with the Carver County Solid Waste Master

Plan and applicable State Statutes and County ordinances. The spending plan must be approved by the County. The Grantee agrees to work with the County to promote solid waste programs. Any deviation from the spending plan (Exhibit "A") must be approved in writing by Carver County Public Services.

3. Reporting Requirements

The Grantee must satisfactorily submit all activity and financial reports by the date(s) requested by the County, unless the County grants an extension in writing.

4. Time

The Grantee must comply with all the time requirements described in this grant agreement. In the performance of this grant agreement, time is of the essence.

5. Consideration and Payment

a. **Consideration.** The County will pay for all services performed by the Grantee under this grant agreement as follows:

1. **Compensation.** The Grantee will be paid for solid waste landfill abatement activities as specified in Exhibit A, performed by the Grantee during the term of the Grant up to sixteen thousand dollars (\$16,000.00).
11. **Total Obligation.** The total obligation of the County for all compensation and reimbursements to the Grantee under this grant agreement will not exceed sixteen thousand dollars (\$16,000.00).

b. **Payment**

1. **Invoices.** The County will promptly pay the Grantee after the Grantee's presentation of invoices for services performed and acceptance of such services by the County's authorized agent pursuant to Clause 7. Invoices shall be submitted in a form prescribed by the County within the dates previously noted in "Term of Grant Agreement" in this contract.
11. **Federal Funds.** (Where applicable, if blank, this section does not apply)
Payments under this grant agreement will be made from federal funds obtained by the County through Title ____ CFDA number ____ of the ____ Act of ____ .
The grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

6. Conditions of Payment

All services provided by the Grantee under this grant agreement must be performed to the County's satisfaction, as determined at the sole discretion of the County's Authorized Representative and in accordance with all applicable federal, County, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the County to be unsatisfactory or performed in violation of federal, County, or local law.

7. Authorized Representative

The County's Authorized Representative is Marcus Zbinden, 600 East 4th Street, Chaska, MN 55318, (952) 361-1806, or his/her successor, and has the responsibility to monitor the Grantee's

performance and the authority to accept the services provided under this grant agreement. If the services are satisfactory, the County's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is the Shane Fineran, City Administrator, City of Waconia, 201 South Vine Street, Waconia, MN 55387. If the Grantee's Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the County.

8. Assignment, Amendments, Waiver, and Grant Agreement Complete

- a. *Assignment.*** The Grantee may neither assign nor transfer any rights or obligations under this grant agreement without the prior consent of the County and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this grant agreement, or their successors in office.
- b. *Amendments.*** Any amendment to this grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant agreement, or their successors in office.
- c. *Waiver.*** If the County fails to enforce any provision of this grant agreement, that failure does not waive the provision or its right enforce it.
- d. *Grant Agreement Complete.*** This grant agreement, including Exhibit "A", contains all negotiations and agreements between the County and the Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

9. Liability

The Grantee must indemnify, save, and hold the County, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the County, arising from the performance of this grant agreement by the Grantee or the Grantee's agents or employees.

10. Audits

Under Minn. Stat. §16C.05, subd. 5, the Grantee's books, records, documents, and accounting procedures and practices relevant to this grant agreement are subject to examination by the County and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement.

11. Government Data Practices and Intellectual Property

- a. *Government Data Practices.*** The Grantee and County must comply with the Minnesota Government Data Practices Act, Minnesota Statute §. 13, as it applies to all data provided by the County under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant agreement. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either the Grantee or the County.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the County. The County will give the Grantee instructions concerning the release of the data to the requesting party before the data is released.

12. Worker's Compensation

The Grantee certified that it is in compliance with Minn. Stat. §176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered County employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the County's obligation or responsibility.

13. Publicity and Endorsement

- a. **Publicity.** Any publicity regarding the subject matter of this grant agreement must identify the County as the sponsoring agency and must not be released without prior written approval from the County's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors with respect to the program, publications, or services provided resulting from this grant agreement.
- b. **Endorsement.** The Grantee must not claim that the County endorses its products or services.

14. Governing Law

Minnesota law, without regard to its choice-of-law provisions, governs this grant agreement. Venue for all legal proceedings out of this grant agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Carver County, Minnesota.

During the performance of this Agreement, the Grantee agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, sexual orientation, public assistance status, criminal record, creed or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable Federal and State laws against discrimination.

15. **Accessibility:** Structural and nonstructural facilities and programs must meet all state and federal accessibility laws, regulations, and guidelines.

Copies of accessibility guidelines can be downloaded off the Americans with Disabilities Act Accessibility Guidelines website at <http://www.access-board.gov>.

16. Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transactions

- a. The prospective lower tier participant certifies, by submission of this agreement, that neither it nor its principals is presently debarred, suspended, proposed for debarment,

declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

- b. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this agreement.

17. Monitoring

If the grant is over \$50,000, the County's authorized representatives will conduct at least one monitoring visit per grant period. This visit may be in person or by telephone.

18. Termination

Termination by the County. The County may cancel this agreement at any time, with or without cause, upon 30 days' written notice to the grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

19. Data Disclosure

Under Minn. Stat. §270C.65, subd. 3 and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the County, to federal and state tax agencies, and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

IN WITNESS WHEREOF, the parties have caused this Grant Agreement to be duly executed intending to be bound thereby.

COUNTY OF CARVER
STATE OF MINNESOTA

03/18/24

Grantee/Date

County Administrator/Date





2024 City of Waconia Solid Waste Reduction and Recycling Grant
Exhibit A

Carver County Community Grant Application

Carver County Environmental Services staff are available to help throughout the application process, project implementation, and report writing.

Please contact Marcus Zbinden with questions: mzbinden@co.carver.mn.us | 952-361-1806

1. Applicant information:

City/Township: City of Waconia		
Address: 201 S Vine Street		
City: Waconia	State: Minnesota	Zip Code: 55387
Contact person: Shane Fineran		
Title: City Administrator		
Phone: 952-442-3100		
Email: sfineran@waconia.org		
Is this person authorized to sign the final grant agreement? If yes skip to section 3. : No		

2. Authorizing signature

The signature must be provided by an individual who has the authority to enter into a contract on behalf of your organization (e.g., Mayor, Administrator, Township Official, etc.) Electronic signatures are accepted. Please list the individual who is authorized to sign the final agreement.

Name: Tim Litfin
Title: Mayor
Phone: 952-442-2184
Email: tlitfin@waconia.org

3. project description

In one page or less, provide a brief project description. The project description must address each of the following points:

- Project outline and scope
- Current relevant practices and proposed changes to current practices
- Expected outcomes and/or goals of project
- Why the project is compelling and worthy of funding

The City has long offered yard waste collection to residents utilizing grant funds. These collection events occur through the spring, summer, and fall months. This allows organic material to be collected throughout the community reducing nutrient loading into the storm water system and the regular waste stream. We will be able to report on the volume of material collected.

Project bu

Please include a budget for all expenses including items such as containers, hauling service, compostable bags, reusable foodservice ware, etc. Please note: the County requires grant recipients to seek multiple bids for all grant related activities above \$5,000. Please attach bids to the grant application.

\$17,000



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Accepting Orchard Park 1st, 2nd, and 3rd Addition Development Municipal Improvements					
Originating Department:		Finance					
Presented by:		Nicole Meyer					
Previous Council Action (if any):							
Item Type (X only one):	Consent	X	Regular Session		Discussion Session		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Adopt Resolution No. 2025-033 Accepting Orchard Park 1st, 2nd, and 3rd Addition Development Municipal Improvements							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
The City entered into development agreements with M/I Homes of Minneapolis/St.Paul LLC for the developments known as Orchard Park 1st, 2nd, and 3rd Additions. Municipal improvements such as roadways, sidewalks, and utilities were completed and signed off on by the City's inspector and engineer on December 24, 2024. The developer has provided 2 year bonds from their contractor for the work performed in each addition. As part of the development agreements for these phases, the City Council is to accept the improvements. Upon acceptance, staff will determine the total valuation and add them to the asset listing for the City, These new municipal improvements will then be depreciated in value throughout their useful life. The City will continue to hold landscape letters of credit until these improvements are signed off on by the City's Public Services Department.							
Attachments:							
1. Resolution No. 2025-033 Accepting Orchard Park 1st, 2nd, and 3rd Addition Development Municipal Improvements							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
Budget Information:				Planning Commission			
_____ Budgeted				Parks and Recreation Board			
_____ Non Budgeted				Safari Island Advisory Board			
_____ Amendment Required				Other			

**CITY OF WACONIA
RESOLUTION NO. 2025-033**

**RESOLUTION ACCEPTING ORCHARD PARK 1ST, 2ND, AND 3RD ADDITION
DEVELOPMENT MUNICIPAL IMPROVEMENTS**

WHEREAS, the final municipal improvements have been completed and signed off on by the City's engineer for the Orchard Park 1st, 2nd, and 3rd Addition developments; and

WHEREAS, the total asset valuation for the development's assets; including utilities, streets, and sidewalks will be determined and segregated by the City's engineer; and

WHEREAS, a two-year warranty bond from the developer's contractor was provided prior to release of the City's municipal improvement letters of credit.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Waconia hereby accepts the Orchard Park 1st, 2nd, and 3rd Addition development municipal improvements.

Adopted by the City Council of the City of Waconia this 21st day of January, 2025.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, Assistant City Administrator



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Waterford 9th Addition Final Plat - JMH Land Development Company					
Originating Department:		Community Development					
Presented by:		Lane Braaten					
Previous Council Action (if any):		Waterford Additions Preliminary Plat Approval - April 19th, 2021					
Item Type (X only one):	Consent	☒	X	Regular Session	☐	Discussion Session	☐
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Adopt Resolution No. 2025-034 Approving the Waterford 9th Addition Final Plat - JMH Land Development Company.							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
<u>BACKGROUND/REQUEST</u> Applicant/Owner: JMH Land Development Company, LLC P.I.D. #: 755360650 & 755360660 Zoning District: PUD, Planned Unit Development District Attached are the application materials pertaining to the Waterford 9th Addition Final Plat as proposed by JMH Land Development Company, LLC. The proposed final plat is generally consistent with the Waterford Additions Preliminary Plat which was approved by the City Council via Resolution No. 2021-112 on April 19th, 2021. The Waterford Additions Preliminary Plat included the development of a total of two hundred and twelve (212) single-family parcels and one hundred and forty-four (144) townhome units. The Waterford 9th Addition Final Plat, which is the fourth phase of a five phase project, proposes to final plat forty-three (43) single-family residential parcels and thirty-four (34) townhome parcels consistent with the preliminary plat approval. The Waterford 9th Addition Final Plat consists of the following: 1. Forty-three (43) single-family home lots and thirty-four (34) townhome parcels. 2. The proposed street and lot configuration are generally consistent with the approved Waterford Additions Preliminary Plat considered by the City Council on April 19th, 2021. 3. The preliminary plat approval allowed for 65-foot-wide single-family home parcels, 75-foot-wide single-family home parcels and townhome parcels. The parcels shall be developed consistent with the setback and impervious surface requirements stated in the preliminary plat approval and the development agreement. 4. The final construction plans and plat are subject to final review and approval by the Public Services Director and City Engineer prior to any work commencing on the subject parcel. <u>CONCLUSION/RECOMMENDATION</u> City Staff recommends approval of the Waterford 9th Addition Final Plat subject to the findings and conditions stated in the attached resolution. <u>Attachments:</u> 1. Resolution No. 2025-034 Approving Waterford 9th Addition Final Plat 2. Waterford Addition Phasing Plan 3. WATERFORD_9TH_ADDITION_FINAL_PLAT.pdf							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
Budget Information:				Planning Commission			

<u> </u> Budgeted	Parks and Recreation Board	
<u> </u> Non Budgeted	Safari Island Advisory Board	
<u> </u> Amendment Required	Other	

**CITY OF WACONIA
RESOLUTION NO. 2025-034**

**RESOLUTION APPROVING WATERFORD 9TH ADDITION FINAL PLAT
BY JMH LAND DEVELOPMENT COMPANY**

WHEREAS, JMH Land Development Company (the “Applicant”), has submitted a final plat application for the fourth phase of the Waterford Additions residential planned unit development titled Waterford 9th Addition, which consists of forty-three (43), single-family home parcels and thirty-four (34) townhome parcels pursuant to Chapter 1000 of the Waconia Code of Ordinances; and

WHEREAS, the subject properties are described as Outlot A and Outlot B, WATERFORD 8TH ADDITION and identified as PID#s 755360650 and 755360660; and

WHEREAS, the Waterford 9th Addition Final Plat is consistent with the Waterford Additions Preliminary Plat approved by the City Council on April 19th, 2021, per Resolution No. 2021-112; and

WHEREAS, staff has reviewed the final plat application and recommends approval of the fourth phase of the Waterford Additions residential development consisting of forty-three (43) single-family parcels and thirty-four (34) townhome parcels subject to the following conditions:

1. Compliance with applicable items contained in Chapter 1000 of the City of Waconia Subdivision Ordinance.
2. Compliance with the conditions of approval for the Waterford Additions Preliminary Plat as stated in Resolution No. 2021-112.
3. Compliance with the final plan review of the Public Services Director and City Engineer.
4. Execution and approval of a developers agreement prior to work commencing on site.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Waconia hereby approves the Waterford 9th Addition Final Plat for the fourth phase of the Waterford Additions residential planned unit development subject to the conditions noted above.

Adopted by the City Council of the City of Waconia this 21st day of January 2025.

Tim Litfin, Mayor

Attest: _____
Jackie Schulze, City Clerk

PROPERTY DESCRIPTION:

Please see existing conditions sheet for property description.

SITE LEGEND

EXISTING	PROPOSED	
		PROPERTY LINE
		LOT LINE
		SETBACK LINE
		EASEMENT LINE
		CURB AND GUTTER
		TIP-OUT CURB AND GUTTER
		POND NORMAL WATER LEVEL
		RETAINING WALL

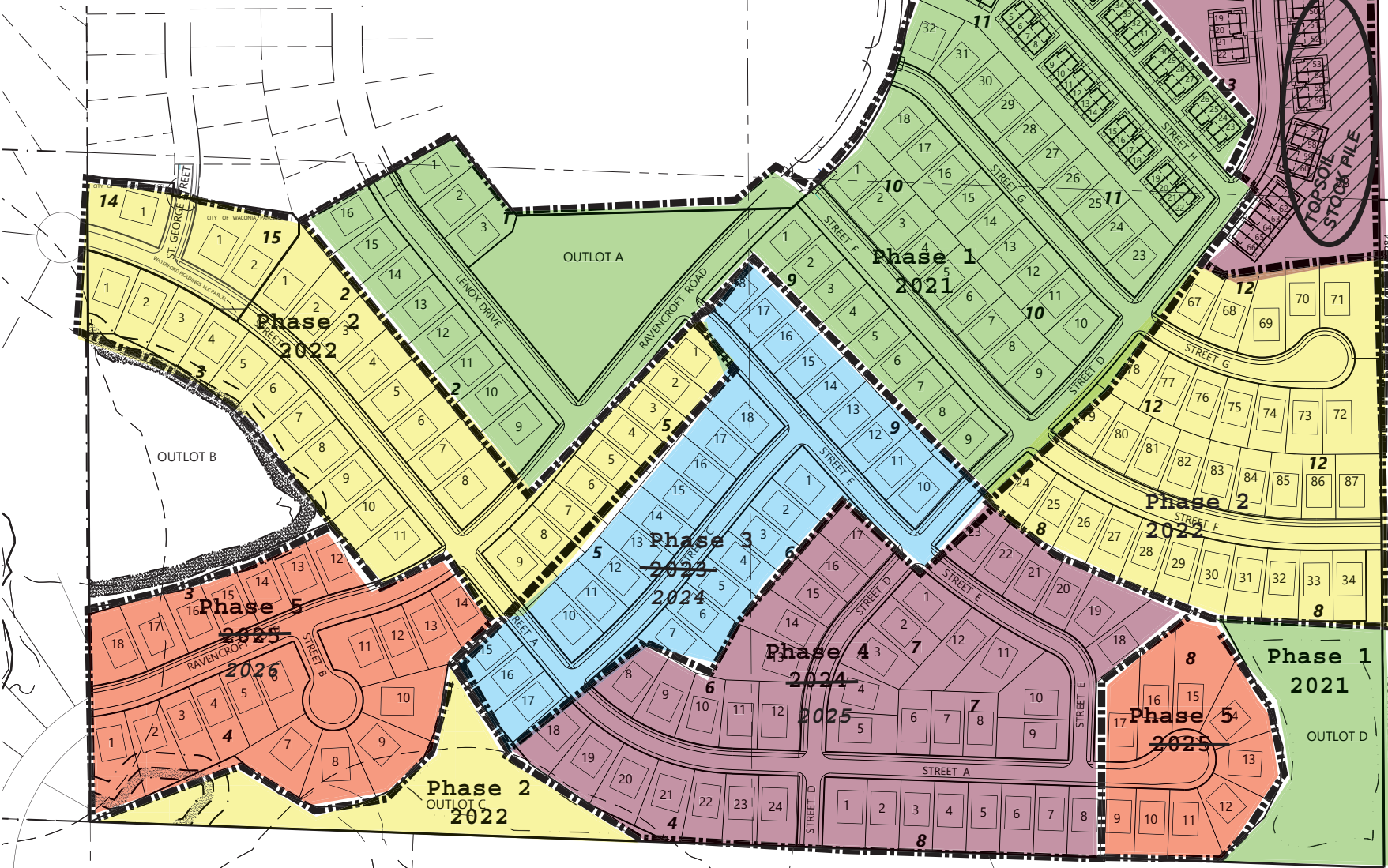
DEVELOPMENT NOTES:

- ALL LOT DIMENSIONS ARE ROUNDED TO THE NEAREST FOOT.
- ALL AREAS ARE ROUNDED TO THE NEAREST SQUARE FOOT.
- STREET NAMES ARE SUBJECT TO APPROVAL BY THE CITY.
- DRAINAGE AND UTILITY EASEMENTS SHALL BE PROVIDED AS REQUIRED. DRAINAGE AND UTILITY EASEMENTS WILL BE PROVIDED OVER ALL PUBLIC UTILITIES.
- STREET WIDTHS SHOWN ARE FROM BACK OF CURB TO BACK OF CURB.

DEVELOPMENT PHASES

Revised 5.3.21
Revised 4.8.22
Revised 12.28.22
Revised 12.13.23
Revised 1.31.24

2021
2022
2023
2024
2025
2026



DEVELOPMENT DATA

CURRENT LAND USE GUIDING:	PUD
PROPOSED ZONING:	PUD
CITY OF WACONIA PARCEL AREA:	1.08 AC
WATERFORD HOLDINGS, LLC AREA:	0.02 AC
SIEGLE PROPERTY AREA:	99.41 AC
GROSS SITE AREA:	100.51 AC
EXISTING WETLANDS:	3.15 AC
PARK AREA (OUTLOT A)	2.40 AC
HIGHWAY 284	1.73 AC
NET DEVELOPABLE AREA:	93.23 AC

DEVELOPMENT SUMMARY:	
65' SINGLE FAMILY HOMES	171 LOTS
75' SINGLE FAMILY HOMES	41 LOTS
ROW TOWNHOMES	144 UNITS

TOTAL HOMES:	356 HOMES
PROJECT OPEN SPACE: (L33B11, L88B12, L57B13 & OUTLOT A, B, C, D (LESS WETLANDS & PONDS))	18.15 AC (19.5% OF NET)

PROJECT DENSITY:	
GROSS DENSITY: (356 UNITS/100.51 AC GROSS SITE AREA)	3.54 UN/AC
NET DENSITY: (356 UNITS/93.23 AC NET DEVELOPABLE)	3.82 UN/AC

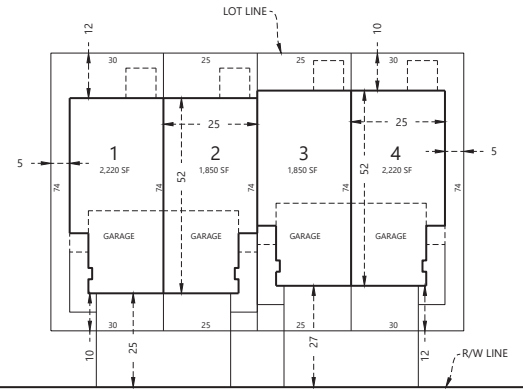
PUD LOT STANDARDS

STANDARD	65' SINGLE FAMILY (R-2 DISTRICT)	75' SINGLE FAMILY (R-1 DISTRICT)	MULTI-FAMILY TOWNHOMES (R-3 DISTRICT)
MINIMUM LOT AREA	8,402 SF	10,500 SF	N/A
AVERAGE LOT AREA	10,100 SF	12,157 SF	N/A
MINIMUM LOT WIDTH	65'	75'	N/A
MINIMUM LOT DEPTH	125'	140'	N/A
IMPERVIOUS COVERAGE	50% MAX	50% MAX	50% MAX
BUILDING HEIGHT	38'	38'	40'
SETBACKS			
FRONT	25'	25'	25'
SIDE INTERIOR LOT	7.5/7.5; 15' TOTAL	10/10; 20' TOTAL	25' BTW BLDGS
SIDE CORNER LOT	15'	25'	20'
REAR	30'	30'	40'

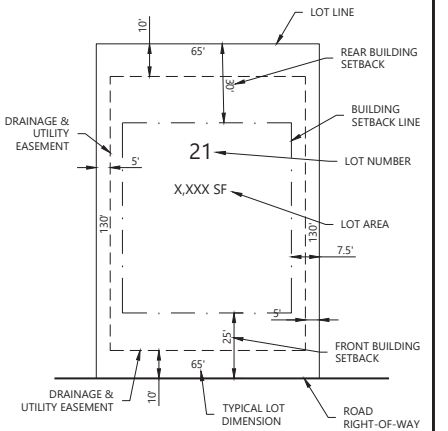
OUTLOT TABLE

OUTLOT	USE	OWNERSHIP	GROSS AREA	WETLAND AREA	POND (NWL) AREA	NET AREA
A	PARK	CITY	2.40 AC	N/A	N/A	2.40 AC
B	EXISTING WETLAND	CITY	3.68 AC	2.85 AC	N/A	0.83 AC
C	STORMWATER POND / EXISTING WETLAND	CITY	2.69 AC	0.23 AC	1.11 AC	1.35 AC
D	STORMWATER POND	CITY	2.83 AC	N/A	1.72 AC	1.11 AC

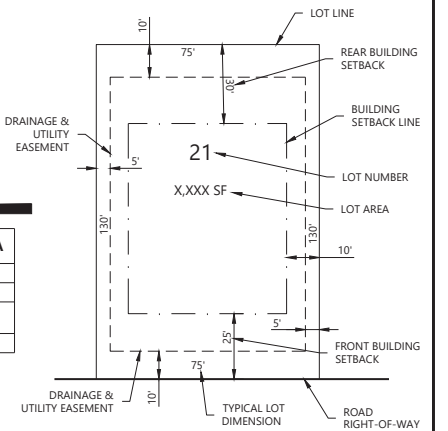
TYPICAL TOWNHOME DETAIL



TYPICAL 65' SINGLE FAMILY LOT DETAIL



TYPICAL 75' SINGLE FAMILY LOT DETAIL



Call 48 Hours before digging:
811 or call811.com
Common Ground Alliance

DESIGNED:
CHECKED:
DRAWN:
HORIZONTAL SCALE: 1/8" = 1' 0"
VERTICAL SCALE: 3/8" = 1' 0"

INITIAL ISSUE: 03/04/21
REVISIONS:
1.
2.
3.
4.
5.

PREPARED FOR:

JMH LAND DEVELOPMENT

650 QUAKER AVENUE
WACONIA, MN 55352

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME
OR UNDER MY DIRECT SUPERVISION AND THAT I AM A
DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS
OF THE STATE OF MINNESOTA

NICHOLAS T. MEYER
DATE: 03/04/21 LICENSE NO. 53774

WATERFORD ADDITIONS

WACONIA, MN

Westwood

Phone (952) 937-5150 12701 Whitewater Drive, Suite #300
Fax (952) 937-5822 Minnetonka, MN 55343
Toll Free (888) 937-5150 westwoodps.com
Westwood Professional Services, Inc.

PRELIMINARY PLAT

PROJECT NUMBER: 0029620.00

SHEET NUMBER:

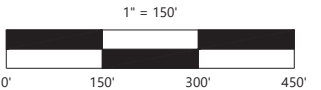
3

OF

36

DATE: 03/04/21

NOT FOR CONSTRUCTION



WATERFORD 9TH ADDITION

PLAT FILE NO.
C.R. DOC. NO.

KNOW ALL PERSONS BY THESE PRESENTS: That JMH Land Development Company, LLC, a Minnesota limited liability company, owner of the following described property situated in the County of Carver, State of Minnesota, to wit:

Outlot A and Outlot B, WATERFORD 8TH ADDITION, according to the recorded plat thereof, Carver County, Minnesota

Has caused the same to be surveyed and platted as **WATERFORD 9TH ADDITION** and does hereby donate and dedicate to the public for public use forever the public ways and also dedicates the easements as shown on this plat for drainage and utility purposes only.

In witness whereof said JMH Land Development Company, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20_____

JMH LAND DEVELOPMENT COMPANY, LLC

By _____
Its _____

STATE OF _____
COUNTY OF _____
The foregoing instrument was acknowledged before me this _____ day of _____, 20_____ by _____ its _____ of JMH Land Development Company, LLC, a Minnesota limited liability company, on behalf of the company.

(Signature) (Name Printed)

Notary Public, _____ County, Minnesota
My Commission Expires _____

I, Mathew J. Welinski, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20_____

Mathew J. Welinski, Licensed Land Surveyor
Minnesota License No. 53596

STATE OF MINNESOTA
COUNTY OF _____
This instrument was acknowledged before me on _____ by Mathew J. Welinski.

(Signature) (Name Printed)

Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY COUNCIL, CITY OF WACONIA, MINNESOTA
This plat of **WATERFORD 9TH ADDITION** was approved and accepted by the City Council of the City of Waconia, Minnesota at a regular meeting thereof held this _____ day of _____, 20_____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Waconia, Minnesota

By: _____ By: _____
Mayor Clerk

COUNTY SURVEYOR, Carver County, Minnesota
Pursuant to Chapter 395, Minnesota Laws of 1971, this plat has been approved this _____ day of _____, 20_____.

Brian Praske, County Surveyor

COUNTY AUDITOR, Carver County, Minnesota
I hereby certify that taxes payable in 20_____ and prior years have been paid for land described on this plat. Dated this _____ day of _____, 20_____

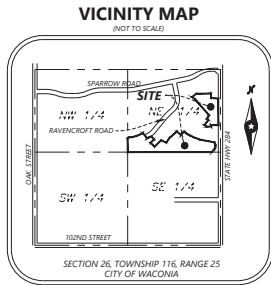
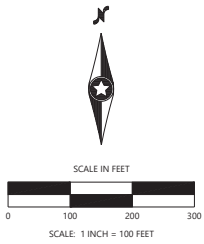
By: _____
Crystal Campos, County Auditor

COUNTY RECORDER, Carver County, Minnesota
I hereby certify that this plat of **WATERFORD 9TH ADDITION** was filed this _____ day of _____, 20_____, at _____ o'clock _____ M., as Document No. _____

By: _____
Kaaren Lewis, County Recorder

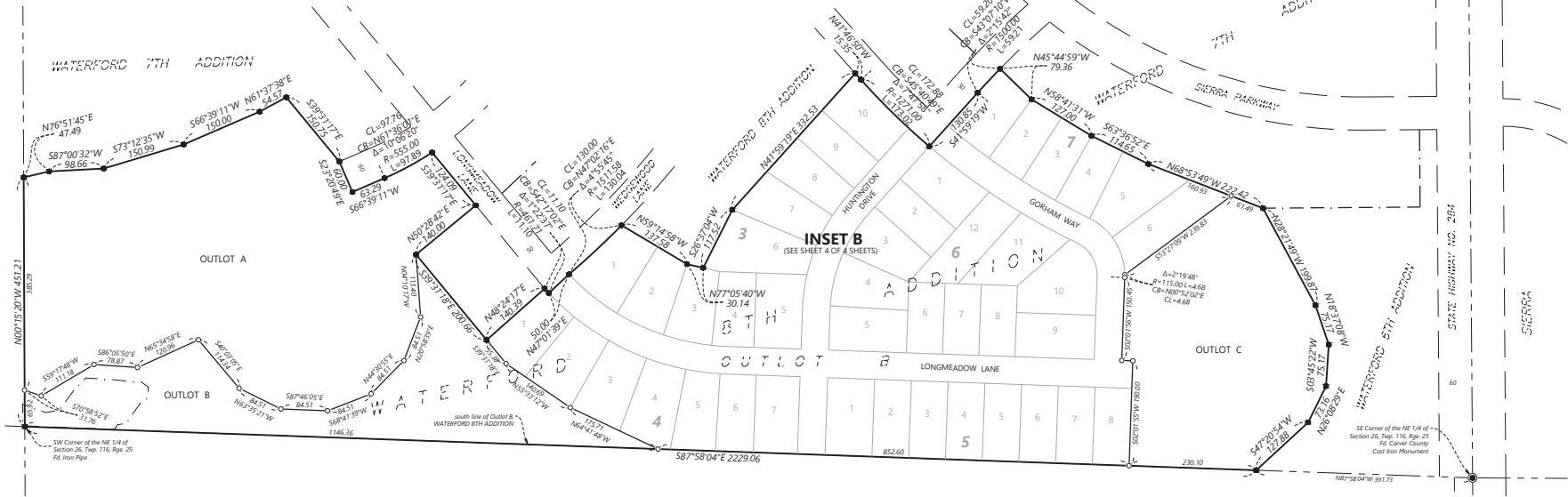
WATERFORD 9TH ADDITION

PLAT FILE NO.
C.R. DOC. NO.



- SET 1/2" BY 14" IRON REBAR WITH CAP #53596
- FOUND MONUMENT; LS #53596

THE SOUTH LINE OF OUTLOT B, WATERFORD 8TH ADDITION, HAS A BEARING OF S 87°58'04" E (CARVER COUNTY, NAD83(1984ADJ))



Westwood
Professional Services, Inc.

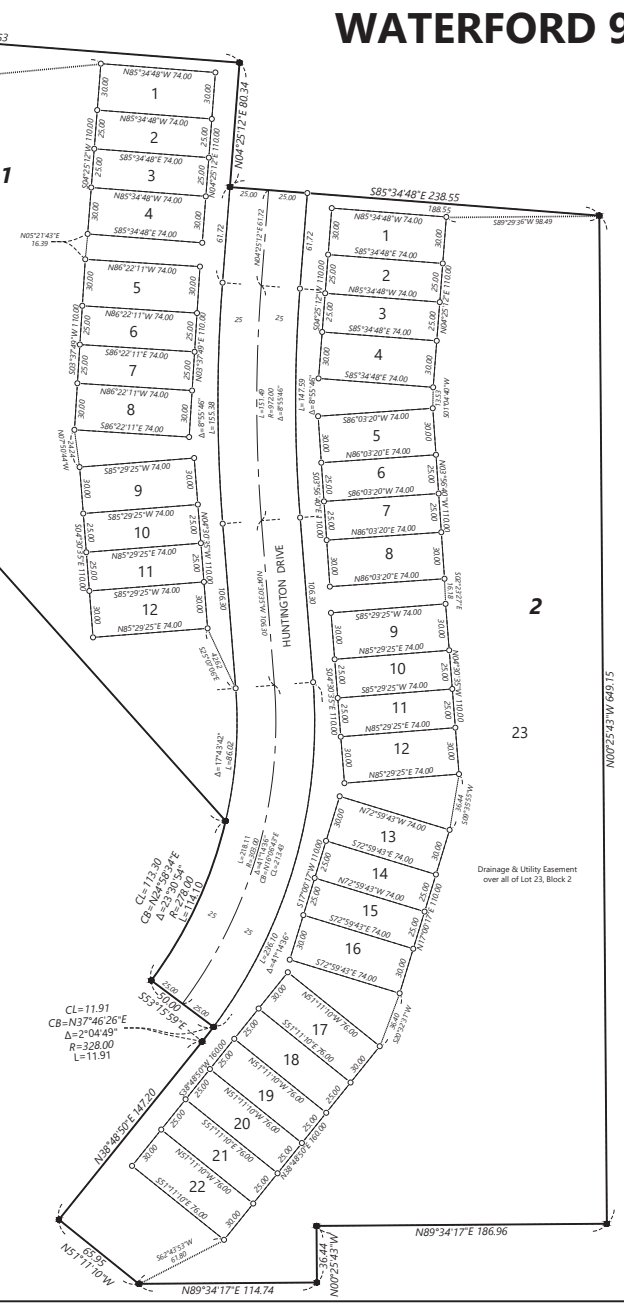
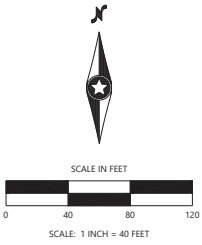
Sheet 2 of 4 Sheets

WATERFORD 9TH ADDITION

PLAT FILE NO.
C.R. DOC. NO.

INSET A
(FROM SHEET 2 OF 4 SHEETS)

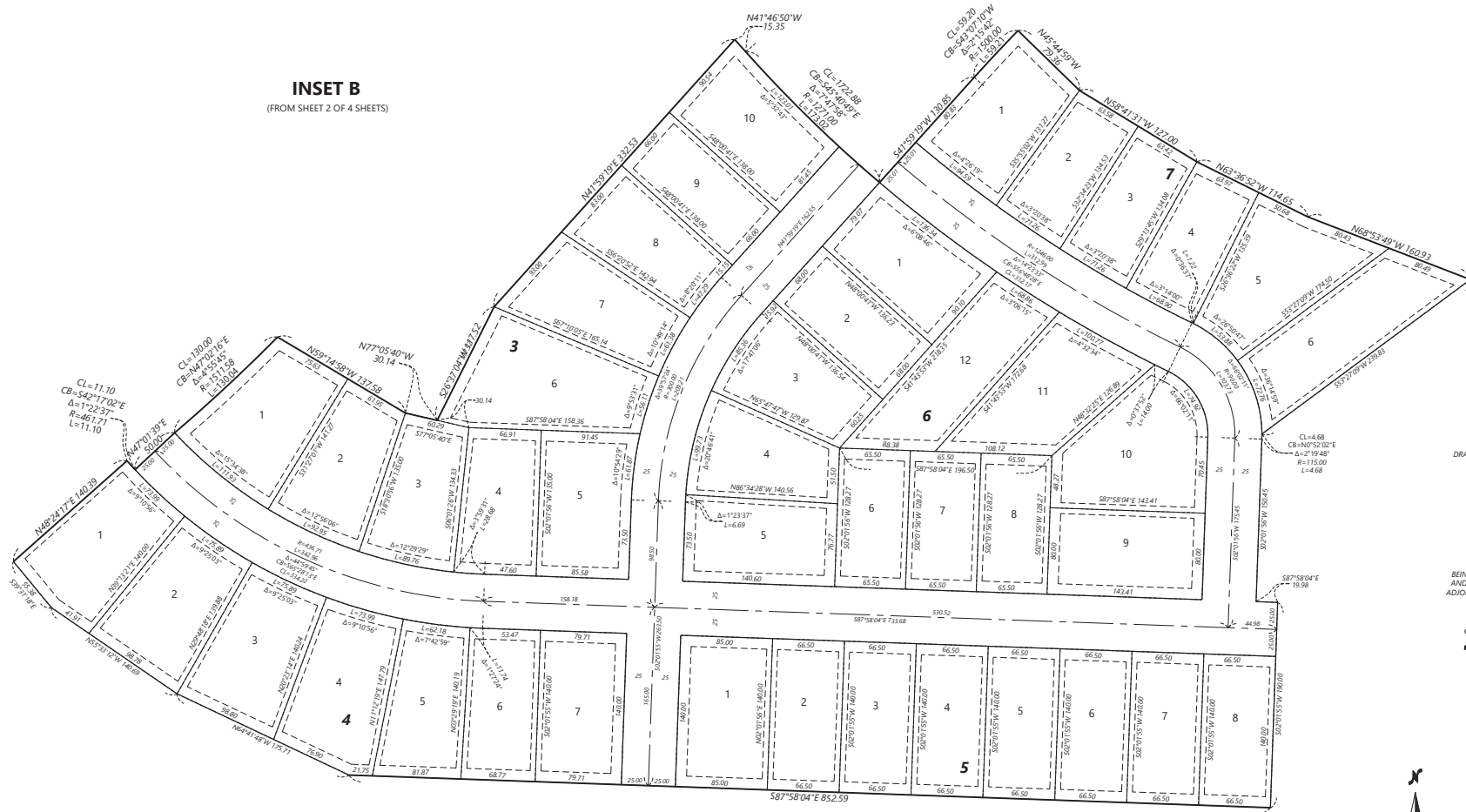
- SET 1/2" BY 14" IRON REBAR WITH CAP #53596
 - FOUND MONUMENT; LS #53596
- THE SOUTH LINE OF OUTLOT 8, WATERFORD 8TH ADDITION, HAS A BEARING OF S 87°58'04" E (CARVER COUNTY; NAD83(1984ADJ))



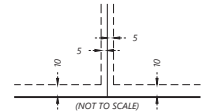
WATERFORD 9TH ADDITION

PLAT FILE NO.
C.R. DOC. NO.

INSET B
(FROM SHEET 2 OF 4 SHEETS)



DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 5 FEET IN WIDTH, UNLESS OTHERWISE INDICATED,
AND ADJOINING LOT LINES, AND 10 FEET IN WIDTH AND
ADJOINING RIGHT-OF-WAY LINES AS SHOWN ON THE PLAT

- SET 1/2" BY 14" IRON REBAR WITH CAP #53596
- FOUND MONUMENT, LS #53596

THE SOUTH LINE OF OUTLOT B, WATERFORD 8TH
ADDITION, HAS A BEARING OF S 87°58'04\"/>



SCALE IN FEET



SCALE: 1 INCH = 50 FEET

Westwood
Professional Services, Inc.

Sheet 4 of 4 Sheets



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Comprehensive Plan Amendment - High Density Mixed Use					
Originating Department:		Community Development					
Presented by:		Lane Braaten					
Previous Council Action (if any):							
Item Type (X only one):	Consent	X	Regular Session		Discussion Session		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Adopt Resolution No. 2025-035 approving the Comprehensive Plan Amendment and authorizing submittal to the Metropolitan Council.							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
The City Council, at their regular meeting on August 19th, 2024, reviewed and approved the Site Plan and Variance for the Olive & Second mixed use project. Subsequently, staff were notified by the Metropolitan Council that a Comprehensive Plan Amendment would be necessary to re-guide the property for the approved use. As such, staff has drafted the attached Comprehensive Plan Amendment that would add High Density Mixed Use as a land use category, define the forecasted density range, and update the accompanying language in Chapter 3 of the 2040 Comprehensive Plan (see attached). The approved Olive & Second mixed use project is a permitted use in our zoning code, but our Comprehensive Plan does not identify all of the properties as mixed-use, so the amendment is required. Additionally, the approved building provides for a density range that exceeds the typical mixed use residential range (10 to 30 units/acre) and therefore a high density mixed use land use category has been added to the draft language to clarify and update the 2040 Comprehensive Plan. The Metropolitan Council Sector Representative has indicated that the proposed land use change, and the language update, would be considered a minor amendment and therefore the city would not be required to submit the proposed changes to affected jurisdictions.							
PUBLIC NOTICE/COMMENT							
The notice was published in the WACONIA PATRIOT on December 26th, 2024, and posted at Waconia City Hall. Individual notices were mailed to all property owners within 350 feet of the subject parcel. There have been no public hearing comments received to date.							
CONCLUSION/RECOMMENDATION							
The Planning Commission, at their regular meeting on January 9th, 2025, held the required public hearing, took all public comment, reviewed all pertinent information and recommended approval of the Comprehensive Plan Amendment via a 5-0 vote. Upon an approval by the City Council, staff will submit the Comp Plan Amendment to the Metropolitan Council for review and approval.							
Attachments:							
1. Resolution No. 2025-035 Approving Comprehensive Plan Amendment and Authorizing Submittal to the Metropolitan Council 2. Forecasted Density Ranges and Employment Ranges Proposed Revisions 3. Land Use Plan Categories and Proposed Zoning Map Districts Revised 4. Land Use Plan Map - Existing 5. Land Use Plan Map - Proposed							

<i>FINANCIAL IMPLICATIONS:</i>		<i>ADVISORY BOARD RECOMMENDATIONS:</i>	
Funding Sources & Uses:			
Budget Information:		Planning Commission	
_____ Budgeted		Parks and Recreation Board	
_____ Non Budgeted		Safari Island Advisory Board	
_____ Amendment Required		Other	

**CITY OF WACONIA
RESOLUTION 2025-035**

**RESOLUTION APPROVING A COMPREHENSIVE PLAN AMENDMENT
AND AUTHORIZING SUBMITTAL TO THE METROPOLITAN COUNCIL**

WHEREAS, The Planning Commission of the City of Waconia conducted a public hearing on Thursday, January 9th, 2025 to consider a Comprehensive Plan Amendment to include High Density Mixed Use as a formal guidance within the 2040 Comprehensive Plan and to re-guide the plat area identified as OLIVE AND SECOND as High Density Mixed Use; and

WHEREAS, the Comprehensive Plan Amendment seeks to re-guide the subject property currently guided as a mix of L, Low Density Residential, C, Commercial, and MXD, Mixed Use to a designation of HMXD, High Density Mixed Use to allow for the redevelopment project titled Olive & Second; and

WHEREAS, the Planning Commission made the following findings at their regular meeting on Thursday, January 9th, 2025 in support of the application:

1. The re-guidance of this area would not have an adverse impact on public facilities and services, such as sewer and water as the proposed use of the property as a mixed-use development is consistent with the underlying zoning district and city utilities are serviceable to the area.
2. The change does not have a significant adverse impact on the natural environment in that the current use is a mix of commercial and residential within our downtown core and there are limited natural areas within the development area.
3. The change corrects an error and brings our Comprehensive Plan in conformance with the underlying zoning district.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Waconia hereby approves the Comprehensive Plan Amendment as proposed based on the findings and recommendation of the Planning Commission stated above.

Passed and adopted by the City Council of the City of Waconia this 21st day of January 2025.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, City Clerk

Table 3-4
Forecasted Density Ranges and Employment Ranges

	Housing Units/Acre
Low Density Residential	2 to 4
Medium Density Residential	4 to 10
High Density Residential	8 to 22
Mixed Use Residential	10 to 30
High Density Mixed Use	8 to 95

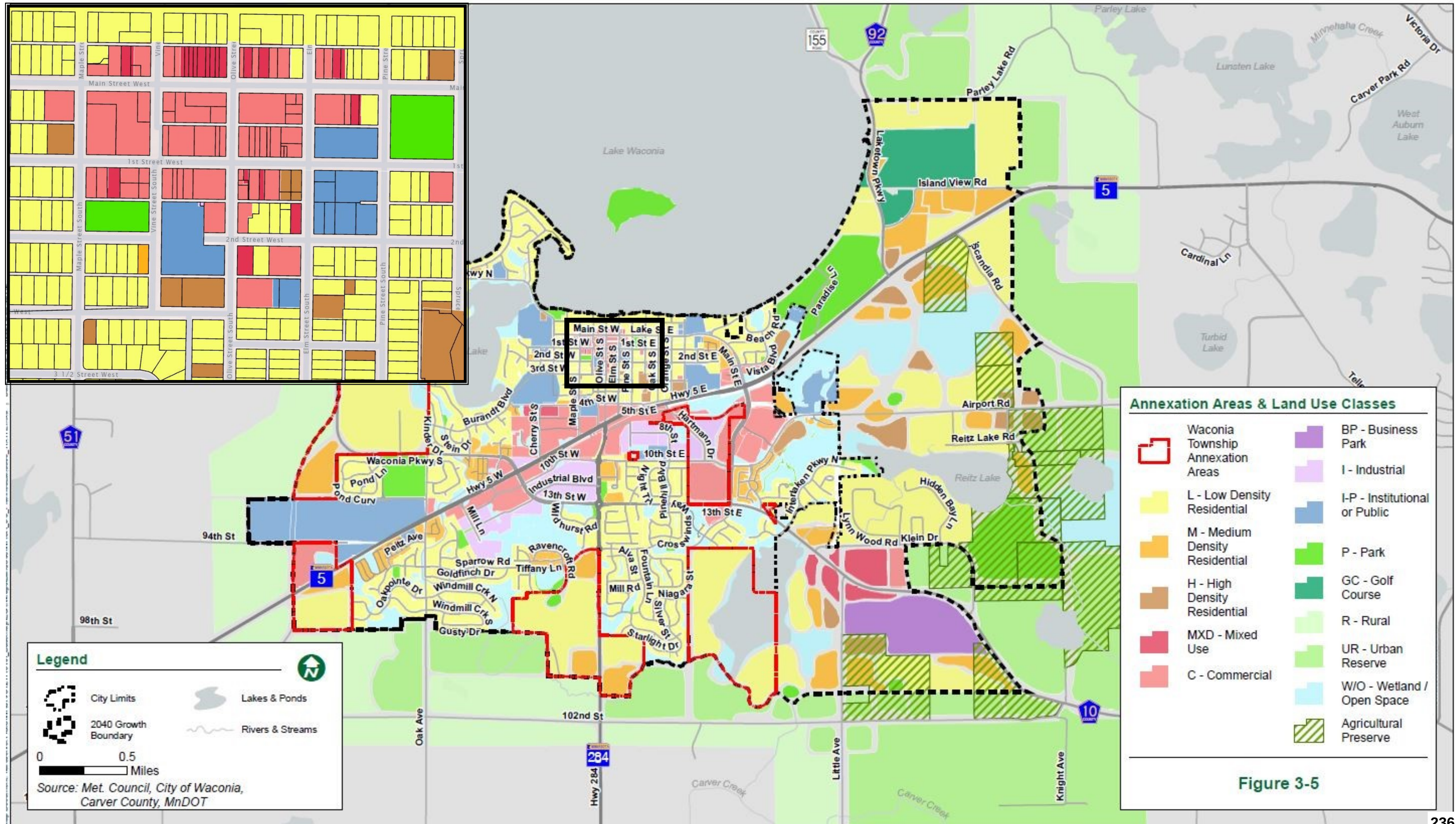
Table 3-3 identifies the land area needed to allow for the forecasted growth. The mixed use and high density mixed use areas identified anticipate some residential growth, approximately 1/3 (approx. 20 acres), of higher density residential. As this will be market driven and is not a requirement per our Land Use Plan, this possible residential area has not been included in the population numbers but was included to identify that there remains enough area to meet the Metropolitan Council forecasted housing numbers.

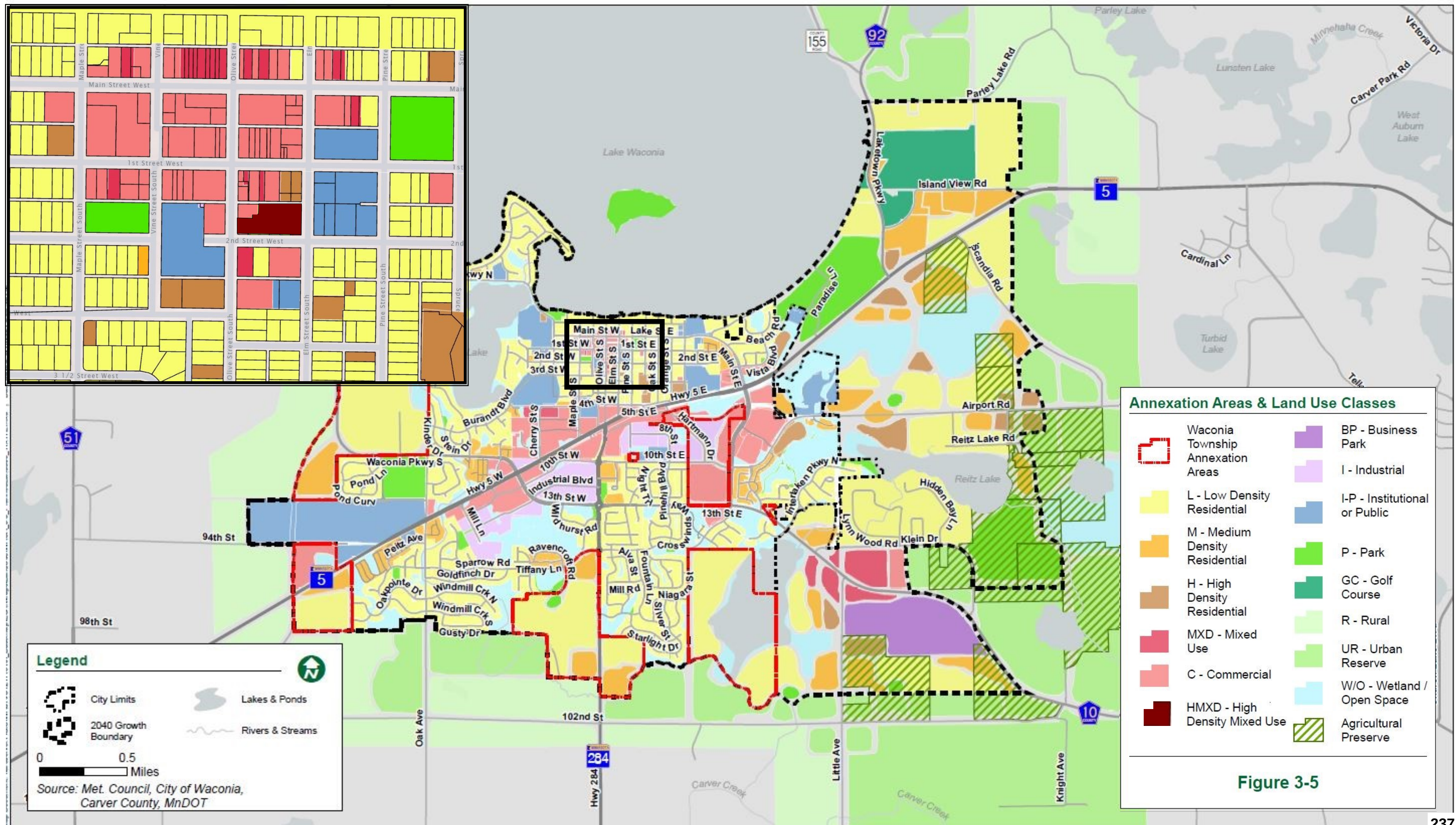
The density range for high density mixed use, inclusive of all bonuses, is 8 to 95 units per acre. The City expects that very few projects will be eligible for the bonus density at the higher end of the density range and most projects will be consistent with the typical mixed use density range of 10 to 30 units per acre, the maximum permitted without density bonuses.

The table below indicates the information used by the City to determine employment-bearing land use intensity. The forecasted employment of 10,200 jobs by 2040, less the established 2014 employment of 6,602 jobs, resulted in the City planning for an additional 3,598 jobs.

Table 3-10
Land Use Plan Categories and Proposed Zoning Map Districts

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 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 R-3, Medium Density District R-4, Mixed Residential District
High Density Residential	All forms of attached housing ranging from 8 to 22 units per acre.	R-5, High Density Residential District
Rural	Includes farming and very low density housing (not exceeding one house per 40 acres). Locations shown as Rural are not planned to be annexed to the City of Waconia.	A, Agricultural District
Urban Reserve	Rural area within the Waconia Orderly Annexation Area. Includes farming and very low density housing (not exceeding one house per 40 acres). Land in the Urban Reserve is not planned to be annexed until after year 2040, if ever.	A, Agricultural District
Mixed Use	Commercial retail or service businesses, offices and high-density housing. Commercial and residential development may be combined vertically in the same building. Parking may be in structures to maximize land development intensity. Park spaces should be small and may occur in the form of plazas.	PUD, Planned Unit District R-5, High Density Residential District
High Density Mixed Use	<u>Commercial retail or service businesses, offices and high-density multi-family redevelopment. Commercial and residential development may be combined vertically in the same building. Parking may be in structures or below grade to maximize land development intensity. High density mixed use shall be allowed bonus density if the project is in compliance with the underlying zoning district standards, the design standards and the off-street parking requirements. The project area shall also include a higher level of amenity to allow for the additional density which may include additional park dedication, unique amenities for public use, environmental components such as green roofs, solar panels, etc.</u>	<u>B-2, General Business District</u> <u>B-3, Central Business District</u>
Commercial	Businesses providing retail trade or services for individuals or businesses. Also includes office buildings.	B-1, Highway Business B-4, Health Care Business
Business Park	This category includes office buildings, office-showroom, light industrial buildings and manufacturing-related warehousing in landscaped "campus" settings with hidden truck docks and no outdoor storage. This category is intended to be a more attractive alternative to conventional light industrial areas.	I-1, Industrial Park District
Industrial	This category includes manufacturing or warehousing that may involve heavy truck traffic and the handling of raw materials.	I-1, Industrial Park District I-2, General Industrial District
Institutional or Public	Public or private schools; municipal properties; County fair ground; religious organization properties.	P, Public District
Park – Existing	Existing public parks.	P, Public District Any Residential district
Park – Planned	Locations of future parks shown on Figure 3-5, Land Use, Plan Map, are only conceptual.	P, Public District Any Residential district
Wetland / Open Space	Includes wetlands and floodplains.	C, Conservation District Any other zoning district
Golf Course	Public or private golf course.	R-1, Single Family District







REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Amendment to the City's Financial Policy and Guidelines					
Originating Department:		Finance					
Presented by:		Nicole Meyer					
Previous Council Action (if any):							
Item Type (X only one):	Consent	X	Regular Session		Discussion Session		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Adopt Resolution No. 2025-036 Amending the City of Waconia Financial Policy and Guidelines							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
Finance staff have reviewed the City's Financial Policy and Guidelines and recommends changes in the following areas: 1. Travel Expense - City staff are recommending changes in this area to better accommodate for conference travel for employees and the City Council. The new language expands on current rules and regulations and adds meal reimbursement parameters. 2. Investment in Certificates of Deposit - Credit unions have recently added the ability for local governments to invest in certificates of deposits offered. It is recommended this be added to the financial policy for staff to take advantage of these offers that may have excellent rates of return. Without this option in the policy, staff are unable to invest City funds in these instruments. 3. Special Assessment Pre-payments - City staff is recommending updates to this line item based on rules and regulations set forward by Carver County and the State of Minnesota. Any amount of pre-payment maybe made to the City for special assessments, but payments cannot be accepted by the City during the month of December due to reporting purposes. 4. Minor adjustments are recommended throughout the policy to correct grammar, punctuation, language that seemed repetitive, and updates to language that is no longer used in the day to day operations of the City. With approval of the attached changes, finance staff will work to get the policy distributed internally and online along with education of the information to employees and other effected stakeholders. <u>Attachments:</u> 1. Resolution No. 2025-036 Amending the City of Waconia Financial Policy and Guidelines 2. Financial Policy and Guidelines Proposed Changes 01-21-2025							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
Budget Information:				Planning Commission			
_____ Budgeted				Parks and Recreation Board			
_____ Non Budgeted				Safari Island Advisory Board			
_____ Amendment Required				Other			

**CITY OF WACONIA
RESOLUTION NO. 2025-036**

**RESOLUTION AMENDING THE CITY OF WACONIA FINANCIAL POLICY
AND GUIDELINES**

WHEREAS, the City of Waconia formalized practices and goals for fiscal responsibility by adopting The City of Waconia Financial Policy and Guidelines; and

WHEREAS, the policy is designed to provide guidance and instructions to the City Council and staff; and

WHEREAS, the policy is reviewed periodically for language clarification and additions or deletions to the policy in order to remain current; and

WHEREAS, changes are recommended for updates to the City's travel policy section; and

WHEREAS, changes are also recommended to allow for deposits at credit unions; and

WHEREAS, updates were made to the amount and dates for pre-paid special assessments; and

WHEREAS, the Finance Department has reviewed and recommends the Financial Policy and Guidelines changes as identified in the attachment, which has all changes outlined.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Waconia hereby amends the City of Waconia Financial Policy and Guidelines as recommended on this 21st day of January 2025.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, Assistant City Administrator

CITY OF WACONIA

FINANCIAL POLICY AND GUIDELINES



Adopted April 28, 2005
Amended September 6, 2005
Amended November 17, 2008
Amended June 15, 2009
Amended November 22, 2010
Amended February 21, 2012
Amended February 18, 2014
Amended January 20, 2015
Amended September 8, 2015
Amended January 23, 2017
Amended June 19, 2017
Amended March 18, 2019
Amended December 16, 2019
Amended December 21, 2020

Amended January 21, 2025

CITY OF WACONIA FINANCIAL POLICY AND GUIDELINES

INTRODUCTION AND OBJECTIVES

The financial policies of the City of Waconia are established by the City Council. These policies are designed to provide guidance and instructions to all staff whether they be directly involved in financial processes, internal control oversight, or any financial transaction. The Council sets forth the authorities, responsibilities, and accountability requirements of those participating in the operations of Waconia City government at all levels of the organization.

AUDITING AND FINANCIAL REPORTING

The City of Waconia will establish and maintain a high standard of accounting practices. Accounting standards will conform to Generally Accepted Accounting Principles (GAAP) as outlined by the Governmental Accounting Standards Board (GASB). Accounting standards will reflect Best Practices recommended by the Government Finance Officers Association (GFOA) and recommended statements of position provided by the Minnesota Office of the State Auditor.

After each fiscal year, a certified public accounting firm will conduct an audit of the City records. The report will include a financial opinion and a management and compliance report on internal controls. Annually, a comprehensive annual financial report will be prepared for the City. This report shall be made available to elected officials, city management, bond-rating agencies, and the general public.

ACCOUNTING PROCEDURES & INTERNAL CONTROL

The City will maintain a strong internal audit function. Written accounting procedures for each city division or department's financial processing area will be maintained and adhered to so that every attempt is made to be in audit and financial reporting compliance. All department managers have access to internal control regulations set forward by the finance department. Periodic updates and new recommended practices set forward by the GFOA are communicated and addressed with all City staff. Any weakness in internal control and accounting procedures are addressed immediately with department managers and the Finance Director so a timeline to remedy improvement can be established.

Internal Auditing & Reporting

Along with the compliance of procedures and internal control in all areas of accounting, finance staff will adhere to monthly, quarterly and annual auditing of cash, investments, and accounts receivable/payable functions. On a quarterly and semi-annual basis, finance staff will audit the above listed functions along with all other areas related to financial statements. Monthly internal audit reports are then presented to the Finance Director for review and approval.

Accounting Write-offs

Written authorization to adjust a City employees account, such as utility billing, payroll, or benefits must be requested by the department manager or Assistant City Administrator and approved by the Finance Director or City Administrator.

BUDGET & FINANCIAL PLAN

Budget Objective

The formal operating and capital budgeting process provides the primary mechanism by which key decisions are made regarding the levels and types of services to be provided, given the anticipated level of available resources. The objective of the general fund operating budget is to pay for all current expenditures with current revenues. The City will endeavor to avoid budgetary procedures that balance current expenditures at the expense of meeting future years' expenses, such as postponing expenditures, accruing future years' revenues, or rolling over short-term debt.

Long-term Financial Plan

A 20-year Financial Management Plan (FMP) with an integrated 10 year Capital Improvement Plan (CIP) is utilized to assist the City Council and department managers in strategizing and aligning financial capacity with long-term objectives. The long-term financial plan serves as a foundation for conversations regarding purchases and project planning.

The plan will include an analysis of the current and future years' financial environment, revenue and expenditure forecasts, debt positions and affordability analysis. The financial plan will be updated as needed in order to provide direction in the budget process.

Service Levels and Funding

The City will endeavor to maintain its present service level for priority and essential services subject to available revenues. The objective is to maximize the benefit of available resources. The results or outcomes that matter most to citizens should be defined by the City Council. New services or programs will be considered for funding within available resources.

Department managers will be given the opportunity to request personnel, goods, and capital items needed to carry out the department's responsibilities. Department requests must include supporting documentation and justification of needs for operating requests. Requests should integrate priorities and objectives into the budget. The budget will provide for adequate maintenance of public facilities and equipment and for their orderly replacement.

Enterprise Funds

Enterprise operations are to be self-supporting, including capital improvements and depreciation. Enterprise operations are to be reviewed annually for self-sufficiency and proper cash flow needs.

Periodic Reporting

The City will maintain an internal control system to help adhere to the budget. Regular reports comparing actual revenues and expenditures to budgeted amounts will be provided to department managers on a monthly basis. The City Council will review quarterly budget-to-actual reports that include capital project updates and investment portfolio reports.

Budget Amendments

All budget amendments, such as those from a) one department to another department budget; b) from one fund to another fund; and c) shifting of funds for the purchase of capital outlay, must be approved by the City Council.

Budget Amendments for Department Operating Line Items

Department managers may, upon approval by the City Administrator, request intra-departmental line item budget amendments for operating purposes only. Budget amendments for personnel and capital outlay line items are not allowed without City Council approval. Department managers must submit an

electronic budget amendment form to the City Administrator and upon approval will receive notification from the Finance Director.

FUND BALANCE AND RESERVES

Fund balance is an approximate measure of liquidity. This section defines dollar thresholds and descriptions for fund balances, reserves, and retained earnings of all funds of the City of Waconia. It is the intent of the City to provide a stable financial environment for which its citizens can depend on a consistent and quality level of service. It is the intent of this fund balance/reserve policy to provide this stable financial environment for the services the City provides and for planned future expenditures.

As defined by GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, the City will reserve funds according to the following:

Nonspendable Fund Balance

Inherently nonspendable portions of net resources that cannot be spent due to their form or portions of net resources that cannot be spent because they must remain intact. The City's most common form of nonspendable fund balance is in the form of prepaid expenditures.

Restricted Fund Balance

Externally enforceable limitations, on the use of funds, that are imposed by creditors, grantors, contributors, or laws and regulations of other governments, or limitations imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance

Self-imposed limitations, on the use of funds, that are set in place prior to the end of a period. Limitations are imposed at the highest level of decision making that requires formal action at the same level to remove.

Assigned Fund Balance

Internally imposed limitations for a specific purpose that is established by the highest level of decision making or by an official designed for that purpose.

Unassigned Fund Balance

Residual net resources that make up the fund balance in the general fund in excess of nonspendable, restricted, committed, and assigned fund balance (i.e., surplus) or excess of nonspendable, restricted, and committed fund balance over total fund balance (i.e., deficit).

General Fund - Fund Balance

A healthy unassigned fund balance is needed to provide cash flow to pay expenditures when due. The City receives a majority of its tax collections and state aids twice a year. A healthy unassigned fund balance allows for cash flow while the City waits to receive its aids and taxes. The unassigned fund balance is also a security against unforeseen changes or needs, i.e. natural disasters, loss of state aids, etc. The general fund's unassigned fund balance should be approximately 50% of actual expenses of the general fund, less annual transfers. The unassigned fund balance of the general fund should never fall below 40% of operating expenditures. Should the unassigned fund balance fall below the 40% threshold, the City will strive toward regaining the minimum threshold during the next budget process and forecast the timing of the unassigned fund balance improvement within the long-term financial plan.

Assigned Fund Balances

Assigned fund balances will consist of funds designated by the City Council for specific purposes that do not meet the criteria to be classified as restricted or committed. In governmental funds other than the

general fund, assigned fund balances represent the remaining amount that is not restricted or committed. In the general fund, assigned amounts represent intended uses established by the governing body itself or by an official to which the governing body delegates the authority. The resources for these may be acquired through the budgeting process or funds that are deposited with the City for specific purposes. Examples of assigned fund balances currently with the City are the PIR Capital fund and Capital Equipment fund. The designations for PIR Capital fund balances will consist of funds designated by City Council for future capital improvement projects. Capital equipment purchases will be budgeted for and maintained in a special fund designated only for capital equipment. The PIR Capital fund will reflect long range capital items and are represented on the long range capital improvement plan approved during the budget adoption process. It is the intent of the City of Waconia to set aside funds, when operations allow, for large capital projects to help minimize the debt service needs for these projects. Current commitments for PIR Capital fund reserves are sidewalks, streets, buildings, facilities, and community enhancements.

Committed Fund Balances

Committed fund balances will consist of amounts that are constrained for specific purposes that are internally imposed by formal action (resolution) of the City Council. The committed amounts cannot be used for any other purpose unless the City Council removes or changes that specified use by resolution. Examples of committed fund balances currently with the City are the Safari Island Community Center operations fund balance and the economic development funds available in the general fund. The City Council reviews the Safari Island Community Center operations committed fund balance for operations on a quarterly basis with fund budget-to-actual reporting. The City Council separately approves on an annual basis by resolution those funds expended for economic development purposes from the general fund.

Restricted Fund Balances

The designations for all of the City's debt funds including the PIR Debt fund balance consist of funds that are restricted for the sole purpose of debt repayment according to generally accepted accounting principles (GAAP). In addition, fund balance amounts in the City's Cable TV PEG fund, Park Dedication fund, TIF funds, and Lodging Tax fund have externally imposed constraints established. Because of this, the fund balances for these accounts will be reported as restricted.

Enterprise Funds - Retained Earnings, Reserve Balances & Working Capital

Retained Earnings

It is the goal of the enterprise funds to cover the cost of operations, including depreciation, so as to maintain a financially healthy enterprise. Retained earnings are a product of revenues over expenditures over time and consist of the net result of assets minus liabilities. Retained earnings will be used for the support of these enterprises and support of the general fund should the City Council feel the need due to unforeseen, unique, or unusual circumstances (i.e. state budget cuts).

Reserve Balances & Working Capital

When considering the level of reserve balance in the enterprise funds, the City Council will annually review by fund the areas of operating expenditures, outstanding debt, and capital replacement. Each fund must maintain a reserve balance that includes 90 days of operating expenditures along with 10% of the total debt issued in the fund and 10% of the capital replacement costs based on the fund's asset valuation reported in the previous year's financial statements.

This information will be calculated and reviewed on an annual basis by the City Council in the budgeting process. A minimum 10-year fund financial model will be maintained so the reserve balance can be monitored along with annual operating expenses, debt issuance, and capital replacement needs. The City Council will use this tool to assist in the establishment of rates and charges for services to maintain the financial health of the enterprise funds.

EXPENDITURES

Expenditure Objectives

The objectives of the expenditure guidelines are:

- To support the local firms and merchants within the community whenever possible, subject to meeting other expenditure guideline objectives.
- To ensure City funds are only used for public purposes.
- To obtain supplies, equipment, and services as economically as possible.
- To purchase materials which are best suited to the specific needs of departments.
- To improve the speed of delivery to departments by predetermining, through contracts or other appropriate means the sources of supply before the actual needs.
- To promote fair and open competition among bidders.
- To ensure compliance with all applicable policies, statutes, and regulations of the City, the State, and the Federal Government.

Local Purchasing Objectives & Criteria

Purchasing from local businesses and merchants is a high priority to support the economic vitality of the Waconia business community. Whenever economically possible, local vendors will be included in obtaining bids, quotes, or estimates to obtain supplies, equipment, and services. A local vendor may be selected on the following criteria:

- Low costs
- Availability of goods and services required by City departments
- Reduction of shipping or delivery costs and delivery time
- Quality of service and/or products

All employees of the City shall comply with all City, State, and Federal statutory requirements regarding purchase of materials or services, including the selection, award, and administration of contracts.

Disciplinary actions will be applied for violations of such standards. The following practices are also specifically forbidden so as not to create a conflict of interest:

- Using information available to an employee solely because of their position for personal profit, gain, or advantage.
- Directly or indirectly furnishing estimating services, or any other services or information not available to all prospective bidders, to any person bidding on, or who may reasonably be expected to bid on, a contract.
- Using their position or status in the City to directly or indirectly solicit business of any kind for private use or to obtain supplies and equipment at special discounts or with special concessions from any vendor who sells or solicits sales to the City.

Public Purpose Expenditures

All expenditures made by City employees using City funds must be for a public purpose. An expenditure is made for a public purpose if it meets all of the following criteria:

- It will benefit the community as a body;
- It is directly related to functions of government; and
- It does not have as its primary objective the benefit of a private interest.

General Guidelines Regarding Certain Employee Expenditures

To ensure City funds are only used for public purposes in regard to certain employee expenditures, City employees must observe the following general guidelines:

Expenses Related to Work Assignments

The City may pay reasonable expenses directly related to the performance of an official City activity including expenses for travel, lodging, meals, and appropriate incidental expenses that are directly related to the performance of an employee's official job duties for the City.

Employee Safety Programs

The City may pay reasonable expenses directly related to the operation of an employee safety program when the program is required by law or the benefit of the program is clearly demonstrated and a written outline of the program is approved by the City Council.

Employee Training and Development Programs

The City may pay reasonable registration, tuition, and travel expenses for a conference, seminar, workshop or similar employee training (internal or external) or development opportunity when it is directly related to the performance of the employee's official job duties for the City.

Employee Wellness and Recognition Programs

The City may pay reasonable expenses related to employee wellness and recognition programs, including non-monetary service awards to recognize employee performance and length of service. Any such program shall be outlined in writing and approved by the City Council. A program primarily of a social nature, however, does not qualify. Further, the City shall not pay for spouses or third parties to attend any wellness or recognition event.

Meals and Refreshments to Conduct City Business (not travel related)

The City may pay reasonable meal and refreshment expenses when the meals or refreshments are provided:

- As part of a structured agenda of a conference, workshop, seminar or meeting when the employee is authorized by the City to attend and the topic relates to the official business of the City.
- As part of a City sponsored meeting, conference, or workshop when the employee is required by the City to attend and the majority of the participants are not City employees.
- As part of a City-sponsored event where registration fees are charged and the majority of the participants are not City employees.
- During an official meeting of the City Council or any official meetings of City Council committees, task forces, work group, or advisory committees, provided the provision of meals or refreshments is necessary to sustain the flow of the meeting and to assist the participation of the attendees.
- As part of a formal meeting that consists primarily of City employees when the meals or refreshments are an integral part of the formal meeting or training and are necessary to sustain the flow of the meeting, to retain the captive audience, and to assist the participation of those employees and attendees, but only if the meeting is a City or department-wide staff meeting for all City or department employees, as applicable.

Expenses Not Covered

The following expenses are not public purpose expenditures:

- Refreshments or meals for routine staff meetings.
- Private organization memberships unless specifically allowed by a Minnesota law. For each such expenditure paid by the City, the specific statutory authority allowing the expenditure must be determined.
- Alcoholic beverages.
- Employee parties (including holiday parties).

Employee entertainment.

Reimbursement Procedures

In addition to the requirements contained in this section regarding public purpose expenditures, any expense for which reimbursement is sought shall also be subject to the employee reimbursement policies set forth in this Financial Policy and Guidelines document and any applicable personnel policies.

Purchasing – Standards and Methods

In general, each department shall make purchases for the requirements of the City. Purchases will not be separated into smaller purchasing components in order to eliminate a threshold authorization requirement. To facilitate a sound and cost effective purchasing operation, City departments shall follow one of the following procurement methods:

Purchases less than \$500

Purchases under \$500 will be allowed by staff in the course of normal business with approval by the department manager. Petty cash is not allowed. The purchaser must submit a sales receipt to the department manager for proper account coding. The department manager must determine funds availability within the approved department division budget. Staff will attempt to purchase all goods and services at the lowest possible cost. The department manager may give approval for certain employees to make recurring purchases without approval.

Purchases \$500 to \$5,000

Purchases \$500 to \$5,000 are allowed to be made by department managers. Determination for the purchase should include funds availability as defined in the approved department budget. Department managers will attempt to purchase all goods and services at the lowest possible cost and will obtain more than one quote for such purchases when possible. The following exceptions are made:

- Utility bills, including electrical, fuel oil, natural gas and telephone
- Fringe benefit and other payroll related costs
- Postage
- Mandatory public safety training
- Investments
- Liability insurance, including workers' compensation
- Water meters
- Refuse tipping fees
- Automotive gasoline and diesel fuel
- Mandated licenses, permits, and fees to the State of Minnesota and U.S. Government
- Professional services under contract approved by City Council
- Debt Service principal and interest

Purchases over \$5,000 but less than \$175,000

Purchases over \$5,000 but less than \$10,000 must be initiated by the department manager and approved by the City Administrator in advance of the purchase or contract. Department managers may, in the Administrator's discretion, secure at least two (2) quotations if practical and reasonable or may recommend purchase on the open market. The department manager must determine funds availability within department budget.

If a purchase or contract cost is expected to exceed \$10,000 but not to exceed \$175,000, department managers may, in the City Administrator's discretion, use the sealed bid process or make the contract by direct negotiation. If direct negotiation is used, managers must get at least two (2) quotations and keep them on file for at least one year. Approval of the City Council is required in advance of the purchase. Public improvement contracts will follow other requirements as outlined in Minnesota State Statutes.

Purchases over \$175,000

Cities with populations of 2,500 or more must use the sealed bid process for contracts estimated to exceed \$175,000. The department manager or designee shall prepare contract and bid specifications in conjunction with the project. The City Council shall approve the specifications and authorization to place and advertise for bids. Following the bid opening and bid analysis, the City Council may approve or deny the purchase or contract. Public improvement contracts will follow other requirements as outlined in Minnesota State Statutes.

Bulk Purchasing

There are a variety of goods and services that when purchased in bulk is a cost savings to all departmental budgets. City staff will seek to purchase bulk items at the lowest possible cost and will determine a list of items on an annual basis that are shared between departments.

Life-Cycle Costs

Initial bid prices or quotations shall generally govern in determining the source from which to acquire particular goods or services. However, as the initial purchase price or construction cost measures only one part of the total overall expenditure, life-cycle costs may be considered in many bidding situations.

This may be factored in one of two ways:

- Specifications may demand a product with characteristics that will assure utility and economy. This may include additional specifications so as to exclude bids from suppliers of goods that are not economical or suitable for the intended use.
- "Total cost" bidding may be utilized, which takes into account mechanical durability. In this case, bidders generally guarantee limitations on the City's cost of ownership for operation of the product.

When all other factors of the acquisition process are equal, preference shall be given to businesses located within the City of Waconia.

Special Purchases in Emergency Situations

Emergency purchases are those made by department managers where an immediate purchase is necessary to correct a situation, which would adversely affect the life, health, or safety of the citizens.

To the greatest extent possible, the preceding procedures should be followed. However, in case of an emergency, a department manager may purchase directly any supplies, materials or services necessary to alleviate the emergency. Every effort shall be made to contact the City Administrator whether the emergency occurs during or after normal working hours. On the next business day, such emergency shall be documented with the Finance Director.

In the event where emergency purchasing is related to natural disaster events, the Finance Director shall review and approve all account coding for all emergency purchases and maintain a separate chart of accounts according to FEMA requirements and GFOA recommended practices for emergency management recordkeeping.

Purchases of Goods and Services Using Federal Funding

Purchasing Thresholds – All purchases by the City and its agents, when using federal funding and making purchases in excess of \$2,000 for construction dollars are subject to the Davis-Bacon Act. In addition, all purchases in excess of the micro-purchase threshold established by the Uniform Guidance must meet small purchase procurement practices and obtain multiple price/rate quotes from qualified sources. If it is not possible to obtain multiple quotes, the reason for obtaining only one quote should be documented.

Affirmative Action Practices – The City and all its agents will take all necessary affirmative action steps to assure that minority businesses, women’s business enterprises, and labor surplus area firms are used when possible as per Uniform Guidance 2 CFR 200.321(b).

Sealed Bids for Federal Purchases – All purchases by the City and its agents will follow all “sealed bid” requirements as per Uniform Guidance 2 CFR 200.323(a). This includes but is not limited to documenting a cost or price analysis in connection with every procurement action in excess of the “Simplified Acquisition Threshold”, including contract modifications.

Reviewing for Contractors under Suspension or Debarment - In all cases the City and its agents will review the excluded parties list (<https://www.sam.gov>), to ensure that no tentative parties, suspended and/or debarred contractors are contracted with when using federal or City dollars.

Additionally, the City will adhere to the following:

- The City will avoid acquisition of unnecessary or duplicative items.
- The City is encouraged to enter into state and local intergovernmental agreements where appropriate for procurement or use of common or shared goods and services.
- The City is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property.

Purchasing – Procedures Accountability

Department managers will be accountable for the purchasing done within their departmental budgets. Financial reports will be distributed to department managers on a periodic basis and are available in electronic detail in the budgeting software. Assistance will be available to help department managers analyze their budgets to insure proper spending.

Purchases that exceed a departmental annual budget are not allowed unless first approved by the City Administrator. Failure to follow purchasing procedures could result in disciplinary action, loss of purchasing privileges and a personal liability for purchases.

Department managers may only code expenditures to division budgets and/or funds under their management oversight unless written approval from another department manager is obtained.

Claims/Acquisition Process

The City executes purchases depending on the dollar amount and nature of the purchase. Staff making purchases according to standards and methods will adhere to the following process:

- Sales receipts must include the signature of the purchaser, description of purchase, and reference to department or division.
- Sales receipts must be turned in to the Accounts Payable Department. When turning in more than one (1) receipt from a single vendor, receipts must be organized in date order.
- All invoices shall be mailed or delivered to City of Waconia, Attention: Accounts Payable, 201 Vine Street South, Waconia, MN 55387.
- Claim registers or vouchers of departmental purchases are reviewed and electronically approved by the department manager to ensure accuracy of coding and to be in line with departmental budget.
- The Finance Director prior to City Council reviews the claim register.
- City Council reviews all purchases by City staff including informational, purchasing card, and outstanding claims at each City Council meeting.
- The Mayor and City Administrator sign the approved claim register.

Check Signing

The required signature on all checks is two of the following; Mayor, City Administrator, and Finance Director (Treasurer).

Joint Purchasing

In certain instances, at the discretion of the City Administrator, purchase requirements of more than one department may be grouped together for more cost effective purchasing. In these instances, the authority granted to departments to manage their purchases as outlined above will be overridden by the decision of the City Administrator and joint purchasing instructions of the City Administrator will be followed.

City Issued Credit Cards

The use of credit cards (purchasing cards) by staff for City business is an authorized payment method, and not a method of creating debt, therefore all credit card balances shall be paid off on a monthly basis without delinquency fees or finance charges. Failure to avoid finance fees will require the discontinued use of the respective credit account. This guideline is intended that an employee neither gain nor lose financially from the use of purchasing cards. All employees shall be responsible for complying with these directives.

Authorized Employees

The City carries several purchasing cards with one named vendor previously approved by the City Council. The Finance Director will authorize the opening, use and distribution of all purchasing cards. All cards authorized to employees must be activated with a member of the finance department along with a signed affidavit noting card policies, procedures for use, and card holder responsibilities. The finance department will maintain a listing of accounts, limits, and personnel authorized to purchase with the respective purchasing cards. Credit cards will be kept in a secure location by employees when not in use.

Review of card activity and limits is completed by the Finance Director on a quarterly basis. Limits are lowered or increased, if needed, based on past purchasing history. Any changes in limits must be requested by a department manager and authorized by the Finance Director or City Administrator.

Cases of fraud and misuse are reported to the Finance Director or City Administrator for further investigation and handling. Fraud or misuse may be reported by the card vendor or by City staff and dealt with accordingly.

Authorized Purchases

Since use of the purchasing cards is restricted to purchases for the City, no personal use is permitted and all purchases must be for a public purpose. Minnesota State Statute provides that if officers and employees make purchases for the City that are not authorized by the City Council, they become personally liable for the amount of the purchase. In the event that an employee fails to provide adequate documentation (i.e. sales receipt or carbon copy), a missing receipt affidavit must be signed by both the employee and department manager with a complete explanation of the expense, appropriate account coding, and the reason for the missing receipt. Failure to complete an affidavit will result in disciplinary action up to and including termination of employment and the amount of the purchase will be deducted from the employee's next pay check. Employees are allowed to provide an affidavit for a missing receipt twice per calendar year. If future cases occur where a physical receipt is not provided, action may be taken by the City Administrator; this including, but not limited too, removal of the employee's ability to use the City's purchasing card program.

Minnesota State Statute provides that claims presented for payment must be in writing and itemized. Department managers will be responsible for ensuring receipts and invoices meet this requirement and provide them to the finance department for prompt payment of the purchasing credit card statement.

Credit card purchases should be the primary method for making City purchases. If a vendor does not accept credit cards as a form of payment, the vendor is asked to receive payment for goods and services via electronic

funds transfer (EFT). No open house accounts are allowed at any vendor. Credit card purchases may be used for authorized travel, education, meals, refreshments, operating supplies, small equipment purchases, contracted services and fuel for the operation of City vehicles.

Employee Travel and Training Guidelines

The City will reimburse employees for reasonable business travel expenses incurred while on assignments away from the normal work location. All business travel must be approved in advance by the employee's department manager. The City Administrator will approve all out of state travel prior to booking for all non-exempt employees. Employees whose travel plans have been approved are responsible for making their own travel arrangements.

When approved, the actual costs of expenses directly related to accomplishing business travel objectives may be paid in advance or reimbursed by the city. Once the training and travel is approved by necessary supervisors and prior to actual dates of travel; employees should complete the Travel Authorization Form. The employee and finance can meet to discuss details if necessary. Employees are expected to limit expenses. Authorization for overnight travel must be obtained at least 14 days in advance of travel. Travel guidelines and expense reimbursement practices are listed below:

Travel by Automobile

Use of Personal Vehicle

When employees are required to use their personal vehicle to conduct City business or attend training, the City will reimburse the employee for mileage at a rate equal to the current rate given by the Internal Revenue Service (IRS). Employees driving to a training event using their personal vehicle must track mileage from their work home base (City Hall, Fire Station, Safari Island, Ice Arena, or Public Services) to the destination of the training event. Employees must complete an Employee Mileage & Reimbursement Form as provided by the finance department. Reimbursement forms must be completed within 60 days of the training event. Employees may never use their City Visa card to put fuel into their personal vehicle for travel on behalf of the City.

Use of City Vehicle

Employees are allowed to use a City vehicle to attend training events with prior approval of their department manager. Employees are encouraged to fill the vehicle with fuel from the City's fueling station before they leave to complete City business. Employees may use their City Visa card to put fuel in a City vehicle if a fuel fill is required upon return. If an employee must fuel the vehicle and pay with their City Visa card, an itemized receipt from the fueling station (showing that only fuel was purchased) must be obtained along with a note on the receipt of the vehicle number and description.

Travel by Air

Employees traveling on City business by air are encouraged to use their City Visa card to purchase airline tickets, baggage fees, and transportation fees. An itemized receipt must be provided by the vendor. Additional guidelines for air travel are as follows:

- Airfare costs – The City will pay for coach airfare when it is estimated that flying is less than the cost of driving. Employees should seek the most economical costs for airfare when traveling on City business. Employees should consider direct flights and flights with stops to ensure they are receiving the best rate possible for their paid time to travel. Airfare may be booked as early as 6 months in advance of the training event. The City will not pay or reimburse the employee for seat upgrades or priority boarding fees. If the employee selects seat upgrades, they must provide documentation for the cost of coach airfare versus upgraded seat fees at the time of booking. The employee will be responsible for reimbursing the city through payroll deduction or direct payment for the difference in cost.

- Baggage fees – Baggage fees may be paid in advance or at the airport if it is necessary for the employee to check a bag. Employees need to obtain a receipt for this expenditure from the airline.
- Transportation to/from the airport in Minneapolis – Employees are encouraged to coordinate drop-off and return transportation. Department managers and employees that provide transportation to an employee traveling for City business must follow the guidelines found in this policy for use of their personal or City vehicle. The City will pay for parking and shuttle fees incurred by the employee to park directly at the airport. Employees may use their City Visa card to pay for these expenses and are required to provide a detailed receipt.
- Transportation to/from the airport at the destination - Transportation fees to and from the airport to complete City business are reimbursable expenditures. Examples include shuttles, taxi service, Lyft and Uber type services, or other public transportation. Employees may tip transportation service personnel up to 20% of the total transportation fee. These expenses should be paid by the employee and not with a City Visa card. The employee can request reimbursement by using the Employee Mileage & Reimbursement Form as provided by the finance department and providing itemized receipts of miles traveled, service fees, and tips.

Rental Car Accommodations

Employees must first obtain approval from the City Administrator before renting a car on behalf of the City to complete City business. If it is found that it is a required expense for the event, the City Administrator will provide guidelines as to what kind of vehicle and rental plan should be considered.

Lodging Accommodations

The City will pay the single occupancy room rate for overnight stays. Spouses or guests are allowed to travel with the employee; however, if any additional expense is incurred for additional room occupancy it is at the expense of the employee. Employees are also allowed to have their own room or lodging accommodations; even when traveling with other City employees. It is recommended that employees seek lodging accommodations provided by the training company to receive the best possible rate. If the training company does not provide hotel accommodation information, employees should seek to stay at the closest, reasonable accommodations to the training event. Lodging accommodations will not be paid for meetings or training events held within the 7 county metropolitan area unless previously approved by the City Administrator. Employees should consider these items when booking lodging accommodations:

- Employees may use their City Visa card to pay for their stay or be reimbursed if accommodations must be paid with a personal credit card. If it is required that the employee be reimbursed, the employee must provide an itemized receipt and complete an Employee Mileage & Reimbursement Form as provided by the finance department.
- The City will not reimburse or pay for costs for in-room entertainment; this includes movies and Wi-Fi costs. Wi-Fi costs may be considered if the employee is required to check emails or do work on behalf of the City while they are traveling. These costs must be approved by the employee's department manager prior to the required travel.

Meal Reimbursement Employees are entitled to a per diem allowance anytime they are in travel status and authorized lodging costs are incurred. A per diem allowance provides an employee money in advance of travel for payment of meals and incidental allowable expenses. Specifically, per diem covers expenses for breakfast, lunch, dinner, and related tips, taxes, and other incidentals. Per diem allowances must be approved by the employee's supervisor in advance of the travel. As detailed below, per diem rates vary according to locality. A five-tier per diem rate system has been established by the General Services Administration (GSA). The listed per diem rates are available at <https://www.gsa.gov/travel/plan-book/per-diem-rates>. A standard per-day rate applies to all locations not specifically listed or encompassed by the boundary definition of listed location. Meals that are provided along with the cost of the training registration fees will be deducted from the per diem amount

provided by the GSA, unless a food allergy or other concern is identified by the employee prior to the employee's attendance to the event. Expenses incurred by a spouse or guest attending a training with an employee must be paid by the employee. Employees may never use their City Visa for meal purchases when they are traveling on City business.

M&IE Total¹	Continental Breakfast/ Breakfast²	Lunch²	Dinner²	Incidental Expenses	First & Last Day of Travel³
\$59	\$13	\$15	\$26	\$5	\$44.25
\$64	\$14	\$16	\$29	\$5	\$48.00
\$69	\$16	\$17	\$31	\$5	\$51.75
\$74	\$17	\$18	\$34	\$5	\$55.50
\$79	\$18	\$20	\$36	\$5	\$59.25

¹ This column lists the full daily amount federal employees receive for a single calendar day of travel when that day is neither the first nor last day of travel.

² The separate amounts for breakfast, lunch and dinner listed in the chart are provided should you need to deduct any of those meals from your trip voucher. For example, if your trip includes meals that are already paid for by the government (such as through a registration fee for a conference), you will need to deduct those meals from your voucher. Refer to [Section 301-11.18 of the Federal Travel Regulation](#) [↗](#) for specific guidance on deducting these amounts from your per diem reimbursement claims for meals furnished to you by the government. Other organizations may have different rules that apply for their employees; please check with your organization for more assistance.

³ This column lists the amount federal employees receive for the first and last calendar day of travel. The first and last calendar day of travel is calculated at 75 percent.

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A per diem allowance will not be provided when the period of official travel is less than 24 hours and does not require lodging. In the instance where attending a conference or training falls into this category, an employee may request allowable meal expense reimbursement up to the per diem rate (assuming the meal is not covered with the conference registration fee). A detailed receipt of this expense must be submitted with the Employee Mileage and Expense

Reimbursement Form. Prior to the conference or training session, employees should talk to their supervisor regarding allowable expenses. Alcohol is not an eligible expense for reimbursement.

Other

Managers' may request a report of what an employee learned at the training/conference either verbally or in writing.

Non-exempt/hourly employees will be compensated for their travel time and attending educational sessions when at a training/conference is required. Social events related to the training/conference are non-compensated events.

Premiums for travel insurance or air insurance are not an approved City expense.

Any questions or interpretations of this policy will be decided by the City Administrator.

Elected Official Travel

The City recognizes that its elected officials may at times receive value from traveling out of the state for workshops, conferences, events and other assignments. The event, workshop, conference or assignment must be approved in advance by the City Council at an open meeting and must include an estimate of the cost to participate. In evaluating the out-of-state travel request, the Council will consider the following:

- Whether the elected official will be receiving training on issues relevant to the City or to his or her role as the Mayor or as a council member.
- Whether the elected official will be meeting and networking with other elected officials from around the country to exchange ideas on topics of relevance to the City or on the official roles of local elected officials.
- Whether the elected official will be viewing a city facility or function that is similar in nature to one that is currently operating at or under consideration by the City where the purpose for the trip is to study the facility or function to bring back ideas for the consideration of the full council.
- Whether the elected official has been specifically assigned by the Council to testify on behalf of the City at the United States Congress or to otherwise meet with federal officials on behalf of the City.
- Whether the City has sufficient funding available in the budget to pay for the cost of the trip.

No reimbursements will be made for attendance at events sponsored by or affiliated with political parties. The City may make payments in advance for airfare, lodging and registration if specifically approved by the council. Otherwise, all payments will be made as reimbursements to the elected official. The City will reimburse for transportation, lodging, meals, registration, and incidental costs using the same procedures, expense limitations and guidelines outlined in the above policy for travel by City staff.

REVENUES

Revenue Objectives

The City will maintain a diversified and stable revenue system to shelter it from short-term fluctuations. To protect and better develop future tax base, the revenue guidelines will emphasize preserving the City's ability to grow and expand.

Charges and fees should be reviewed and updated annually based on factors such as impact of inflation, other cost increases, adequacy of coverage of costs, and current competitive rates. On an annual basis, the entire Fee Schedule (Ordinance 1100) will be modified and adopted in conjunction with the annual budgeting process.

The following are revenue objectives based on types of revenue:

Fees and Charges That Align with Cost Recovery

Fees are based on an objective of recovering a stated percentage of a given program's expenses.

Revenues Related to Development

Fees are based on policy related to growth activity.

Charges Must Align with Local Market Forces

Fees are based on maintaining a stable relationship with local market forces.

Revenues with a Relationship to the Value of Money

Fees are subject to ongoing inflationary or other indexes.

Fines and Violations

Fees are used as a means of enforcing compliance with City rules and regulations.

Self-Supporting Enterprise Fees

Fees and charges usually associated with a governmental "business" enterprise. Fees are based on a formal rate model for factoring in relevant operational, capital, and debt service cost components.

Escrow Accounts

Escrow funds as defined in City ordinances, will be deposited for land use projects until the project is determined by City staff to be complete. The developer or property owner will need to pay for consulting and City staffing services associated with the project/development. The City will pass through the following items, but is not limited to: engineering, legal, printing, publishing, and staff time associated with the project/development. The developer or property owner must maintain a positive escrow account balance until completion of the project/development and redeposit funds if the escrow account balance becomes negative.

Receipting

Cash receipting procedures will be adhered to for revenue items at all City facilities. Only authorized personnel are allowed to take cash receipts from customers. Reconciliation of revenue, to close out daily receipts, taken in through the point of sale systems at each City facility is required by the department manager or their designee. Finance staff provides internal control procedures and oversees all changes to revenue items in the point of sale system, final end of day processing, posting to the general ledger, and overall revenue management.

A receipt will be created for all sources of revenue through the point of sale system with exceptions for the following:

- Electronic deposits from the State of Minnesota, counties, or other governmental agencies.
- Interest revenue.
- Other automatic deposits where a statement is received, reconciled, and approved.
- Reimbursement items from employees or vendors that are considered miscellaneous in nature with approval of the Finance Director.

Forms of Payment Accepted

The following are acceptable forms of payment:

Credit or Debit Card

When accepting a credit or debit card as a form of payment, adherence to receipting procedures established by the major credit card network shall be followed and are communicated to employees during training processes.

1. Credit or debit card must be held until approval number is received in case of fraud or card misuse.
2. If payment is made over the phone by a customer, the card number must be entered directly into the point of sale and never written down on paper.

Checks

Checks are accepted for all City services if credit or debit card is not available. Checks must be endorsed for deposit upon receipt. Proper photo identification and check processing guidelines are available at all facilities and have been approved by the City's banking entity.

Cash

Cash handling practices are under strict internal control guidelines and must balance to the end of day sales reporting based on those transactions established as cash sales for the day. Any discrepancy in cash handling must be addressed by the department manager and their staff with a resolution sent to the finance department by the end of the next business day. Any mishandling of cash transactions must be reported to the Finance Director or City Administrator immediately.

Returned Payments

The City's financial institution will notify the finance department of all returned payments. If payments are returned, the funds will be reversed from the customer's account and fees will be applied according to Ordinance 1100. The customer will be notified by City staff by letter or email of the returned payment and fees applied.

Deposits and Batch Processing

Deposits will be made every business day to ensure the highest level of interest earnings. Revenue source and project codes will be reviewed to ensure accurate project tracking before a daily batch is posted.

Finance staff oversees the final import of all cash receipts to the financial system. Any correction to a daily deposit and reason for shortages/overages must be in written detail with the cash receipt import to be filed for retention purposes. These discrepancies must be signed off on by the department manager or the Finance Director. In accordance with internal control standards in regards to segregation of duties, another finance staff member ensures the receipt batch total equals the deposit register and then reconciles the deposit to the bank statements. All monthly cash reconciliations are reviewed and approved by the Finance Director.

Billing for City Revenue

Any department wishing to bill another entity for services provided by the City or paid for by the City to be passed thru must submit an invoice request form. Supporting documentation is required to be included with the invoice for customer reference. The invoice request form must include the person requesting the invoice along with a department manager's approval in order to be processed. The department manager must also provide coding for the revenue in accordance with their budgeted revenues.

Invoices will be processed by the finance department within three business days of receiving the request for invoice form. Revenues are recognized in the general ledger as of the invoice date.

Invoices are aged at 30 day intervals. Statements of invoices outstanding are sent to customers with outstanding balances at the end of each calendar month. Reconciliation of outstanding accounts

receivable items is reviewed at the end of each month by the Finance Director. Action is taken with customers that have outstanding balances as seen fit by the Finance Director and the City Administrator.

Recognition of Bad Debt

The computation of an allowance for doubtful accounts should be performed at least annually based upon the aging of receivables and recent history of write-offs at fiscal year end, with any material changes reported to the City Council. First, City staff will attempt, through the proper channels, to collect the funds deemed doubtful and ultimately recommend certification to property taxes. Documentation for each attempt at collection must be noted in the customer account. If funds are not able to be collected, the Finance Director would make a recommendation for write offs to a bad debt expenditure up to \$500. For balances above this threshold, City Administrator and/or City Council approval must accompany the write off to the bad debt expenditure.

Special Event Cash Handling

For special events held outside of a City facility, a cash box will be provided by the finance department. The starting amount of bills and change is noted on a cash box reconciliation sheet and must be signed off on by two City employees before the box can be given out to the department with the special event.

When the event is complete, the staff member in charge of the event and cash handling must reconcile their sales items to what monies were actually taken in. This reconciliation must be done on the cash box reconciliation sheet. This sheet is then recorded the next business day with the regular City cash receipts. Any discrepancies must be explained by City staff and signed off on by their department manager. Any discrepancies will be reported to the Finance Director for further review.

Refunds and Cancellations

Cancellations of any program, lesson, rental of facility, or rental of meeting rooms is permitted seven (7) days prior to the date of the activity or event without being subject to a cancellation fee. Cancellation fees are applied based on the timing of the cancellation notice. Cancellation fees are listed in City Ordinance 1100.

Should the City cancel a program, activity, or close a facility - refunds or credits on account will be applied. For park and recreation programming, the recreation account will be credited. For other refunds, the credit account used to pay for the goods or services shall be credited.

Refunds will be issued to customers in a timely manner and processed with their original form of payment if the total refund is over \$10.01. If the refund balance is \$10.00 or under, the customer may apply the balance to another City service or the refund will be forfeited. City utility accounts will be reviewed and refunded accordingly on a monthly basis. City recreation accounts will be reviewed on at least a quarterly basis. Customers will have up to one year from the time of their last financial transaction at the City's recreation facilities to use their credit on account before it is refunded or forfeited. Customers that hold credits on their account must ensure the City has updated contact information to ensure refunds can be returned to them.

Grants and Donations

All grants and donations awarded to the City shall be presented to the City Council for approval. The department manager will prepare a summary of the funding agency source and recommended use of proceeds for City Council review.

Grants

Department managers will follow the standard operating procedures established for applying for and accepting grant proceeds on behalf of the City. The standard operating procedures include obtaining City

Council approval by resolution to apply for and formally accept the grant proceeds. All documentation sent to outside agencies on behalf of the grant, including the application, must be forwarded to the finance department to ensure inclusion in the City's annual audit. Finance staff will ensure revenue and expenditure matching in regards to the funds received on behalf of the grant and report any discrepancies to the department manager that applied for the grant.

Donations

Substantial Gifts

The City of Waconia seeks to recognize donors who, through a distinguished effort or substantial financial gift, wish to support a City facility or structure. For example, structures may include pavilions, warming houses, shelters, plazas, etc.; real estate to be used for parks, trails or open space, interpretive areas, or active recreation; or other large-scale projects as discussed with the Advisory Boards and City Council. The following procedure will be used for recognizing donations for amenities or projects, in addition to defining the period of time in which the donation or gift will be received by the City.

For the purposes of this policy, "Substantial Financial Gift" is defined as at least 50% of the estimated cost of:

- 1) New construction, remodeling, or renovation;
- 2) Developing a new real property, i.e. park buildings, structures, real estate, etc.; or
- 3) Replacement of an existing, unnamed facility or landmark that requires substantial renovation at the time of the gift.

The City will review donations of a routine nature (e.g. trees, park benches and other furniture) on a case-by-case basis. The department manager receiving the donation will review the donation with the City Administrator prior to City Council acceptance.

Recognition may be in honor of individuals, groups of individuals, or corporations.

1) Donors or donor representatives must sign a donor agreement that delineates terms of the contributions. A donor may remain anonymous. Method of donor recognition must be agreed upon and formally approved by the City Council prior to signing the donor agreement. The donor agreement will include the following language:

- (a) In the event of demolition of a structure, its recognition or any part of it shall be subject to new recommendations.
- (b) When requesting recognition of a structure or facility, architectural style should be consistent with the City's visual standards, and adhere to City ordinances.
- (c) The designated staff person is responsible for overseeing compliance with these policy requirements, including completion of consultations and approvals, securing signatures on donation agreements by donor(s), donor representative(s), and the City of Waconia.
- (d) Groundbreaking, dedication, or other ceremonies relating to gifts, shall be reviewed and approved by the City Council.
- (e) The City Council may rescind a donor's recognition for just cause.

2) The nature of the donation will assist in determining the type of recognition.

3) A plaque, or other negotiated signage, may be placed on a building, room, or facility to recognize a donor. The design, wording, size, and location of the plaque will require the approval of the City Council.

4) A donor recognition or memorial plate may be affixed to routine furniture items. The City shall specify the size and location of the donor plate and the donor will pay for the plate and the engraving. The City shall approve the wording of the donor plate and affix the plate to the furniture.

5) Plaques or markers will not be placed for routine tree donations.

6) Donations of a routine nature will be approved by the City Council and will be recognized with a certificate of appreciation.

7) The donor shall pay for the delivery and installation of the amenity and/or donor recognition plaque or plate.

8) The option of funding the amenity for life of said amenity may be negotiable and would require assurance of sufficient funding. There is no exclusive right to sole recognition in cases of expansion or other structural modifications.

Recognition carries no power of direction to the City on matters of schedule, design, furnishing, or priority of use.

Process and Procedures for Submission of Proposal

Any proposal for recognition shall be made through a formal submission process to the Advisory Board (if appropriate) which will then make a recommendation on the proposal to the City Council.

Proposals must have the written approval of the person or corporate representative for whom the recognition is to be given. If the person is deceased, the approval of the family or designated representative should be obtained. If the person is deceased and there is not family or a designated representative, recognition can proceed through the submission process.

Procedures governing approval of recognition proposals, of a non-routine nature, are set forth below and may also be supplemented by such operational guidelines as the City of Waconia may adopt from time to time. Exceptions from policy requirements must be authorized by the City Council in advance of the donation.

1) A schematic design and details will be submitted to the City of Waconia and shall include the following elements:

(a) A scaled architectural drawing or plan drawn to scale to be completed by a landscape architect or civil engineer, registered in the State of Minnesota, and would include:

- site plan;
- architectural details;
- landscape plan;
- tree preservation; and
- Sign or memorial detail.

Please note: The schematic design phase of the submission process will be overseen by the appropriate departments of the City of Waconia according to established procedure. The proposed recognition should be designated at the time of submission of the schematic design, as found in Step One, a5. Recognition may not be allowed after the amenity is operational except by Council review and approval.

2) After submission of the schematic design, the individual, group, or corporation will formally present their request to an Advisory Board (if appropriate) and then make a recommendation to City Council.

3) Upon approval by City Council, the Donor Agreement will be signed and kept on record with the City of Waconia.

Method of Payment and Responsibilities of Donation

Donations associated with recognition proposals may be made by the donor with financial assurity or cash escrow for the full amount of the donation and shall be submitted to the City prior to the commencement of construction of amenity or project.

Individual donors may gift a portion of their contribution through an irrevocable trust or a contractual bequest mechanism.

Should the donor renege on any payment once the project has commenced and the donor agreement has been signed, the City shall be allowed to keep any portion of the donation already paid, and recognition shall not apply.

Should the City fail to use the funds for the stated purpose in the Donor Agreement, the funds shall be returned to the donor.

Donations of Land

The City Council shall require an estimated value of the land being donated in order to establish a starting value within the City's capital asset records.

Naming

The City will commemorate long-term service to the community or to a distinguished person, and such recognition is contingent upon Council review and approval.

The City will consider naming opportunities for outstanding contributions, such as a parcel of land or new donation outside the geographic confines of the existing park system.

The City prefers not to name facilities within its park system that are made possible with donations. However, some exceptions may occur.

Naming a building in honor of a person who has given extraordinary distinguished service to the City will not normally be considered until after his/her substantive formal relationship with the City has ended.

The name used should normally be the family name, or in the case of a corporate entity, the shortest possible name. Unless the City Council determines otherwise, a name may only be used once.

Stewardship

Stewardship requires that the City of Waconia honor the expectations of donors and abide by gift agreements, including recognition provisions. Recognition is generally expected to last the lifetime of the building, facility, unit, program, or other endeavor. There may nonetheless be extraordinary circumstances that justify cessation of the use of a recognition, or "renewed recognition," such as change in use, substantial renovation, or demolition of an existing building, facility, or part thereof, major programmatic changes, failure of a donor to meet the financial commitment of the donor agreement, or other situations unforeseeable at the time of the original recognition. In all cases, the City Council must approve the renewed recognition.

Gifts to City Officials

With some exceptions, every gift to any City official is prohibited, [*Minn. Stat. § 471.895*](#). An interested person may not give a gift or request another to give a gift to a local official. A local official may not accept a gift from an interested person, [*Minn. Stat. § 471.895, subd. 1 \(c\)*](#). An "interested person" is a person or a representative of a person or association with a direct financial interest in a decision the local official is authorized to make.

The law prohibits gifts to local officials, not to cities. A gift can be given by an interested person to the City. Whether the City can pass the gift on to local officials is discussed below. A gift means money, real or personal property, a service, a loan, a forbearance or forgiveness of indebtedness, or a promise of future employment, that is given and received without the giver receiving consideration of equal or greater value in return.

An interested person who cannot give a gift to a local official includes anyone who is or may provide goods or services to the City--such as engineers, attorneys, fiscal advisors, contractors, and sales representatives. Virtually every resident of the City and anyone doing business in the City could at some time have a direct financial interest in a decision a local official is authorized to make and thus would qualify as an interested person. The following are possible examples where a property or business owner's financial interest could be effected.

- Levying of property taxes
- Spreading of special assessments
- Valuation of property for tax purposes
- Issuing of a license
- Zoning of property or granting of a land use permit

Any person doing business or residing in the City is potentially an interested person. Since virtually every elected or appointed City official or employee is covered by the prohibition of gifts law, the question of whether anything is exempted from the gift law is important. There are a few limited types of gifts that are not prohibited. The following types of gifts are permitted:

- Political contributions.
- Services to assist an official in the performance of official duties.
- Services of insignificant monetary value.
- A plaque or similar memento recognizing individual services in a field or specialty or to a charitable cause.
- A trinket or memento of insignificant value.
- Informational material of unexceptional value.

There is also an exception for food or beverage given at a reception, meal, or meeting away from the recipient's place of work by an organization before whom the recipient makes a speech or answers questions as part of a program. This exception permits only principal speakers at meetings to receive gifts of food or beverage. There are no blanket social exceptions to the law prohibiting gifts to local officials. But, gifts given because of the recipient's membership in a group, a majority of whose members are not local officials is permitted if an equivalent gift is given to the members of the group who are not local officials. And, gifts given by an interested person who is a member of the family of the recipient are permitted, unless the gift is given on behalf of someone who is not a member of that family. The law prohibits gifts to City officials, not to cities. Thus, an interested person can give a gift to the City. If the giver has no control over who will receive the gift, and the gift was not targeted to a specific person, perhaps a City official could benefit from that gift. However, if the person who benefits has any control over the decision to have that gift benefit that person, the gift would be prohibited. For example, if an interested

person gave five tickets to a football game to the City, the City Council could not decide to use the tickets themselves.

This law applies to all employees, members of the City Council, appointed boards, commissions, and committees.

CAPITAL IMPROVEMENT PLAN (CIP)

CIP Objective

A Capital Improvement Plan (CIP) will be developed for a period of five (5) to ten (10) years. A long-range capital planning committee, appointed by the City Council, will address capital improvement projects, capital equipment needs, and the effect on the City's resources. The CIP will be reviewed and updated annually. Years two through ten are for planning purposes only.

For further details regarding plan goals, objectives, procedures, rankings, etc, refer to the Capital Improvement Plan Guidelines with the current CIP.

Capital Improvement Plan Budget

The Long-Range Capital Improvement Planning Committee will coordinate development of the CIP budget with the development of the annual general fund operating budget. As resources are available, the most current year of the CIP will be recommended for incorporation into the current year operating budget as capital outlay line items within the budget. Each capital improvement project will be reviewed by the long-range capital improvement planning committee for its impact on the operating budget in terms of revenue generation, additional personnel required, and additional operating expenses.

The City will maintain its physical assets in a manner adequate to protect the City's capital investment and to minimize future maintenance and replacement costs. The City will provide for maintenance and replacement from current revenues where possible.

Minimum Project Cost

To be considered in the CIP, a project must have an estimated cost of at least \$10,000 in one of the calendar years of the project. Certain assets below that cost may be included for informational and planning purposes at the City Council's discretion. Projects may not be combined to meet the minimum standard unless they are dependent upon each other. Items that are operating expenses (such as maintenance agreements, computer software upgrades, etc.) will not be considered within the CIP.

Department managers will identify the estimated costs and potential funding sources for each capital project prior to inclusion in the CIP. The operating costs to maintain capital projects shall be considered prior to the decision to undertake the capital projects.

Annual Review

The Long-Range Capital Improvement Planning Committee will present the CIP annually to the City Council for approval. Any substantive change to the CIP after approval must be approved by the City Council.

FIXED ASSETS AND CAPITALIZATION THRESHOLD

Capital Assets Definition

Capital assets include land, land improvements, buildings, building improvements, construction in progress, machinery and equipment, vehicles, infrastructure, easements, intangible assets, works of art and historical treasures acquired by the City for use in providing services to its citizens. A capital asset is

to be reported and depreciated in government-wide financial statements. In the government-wide financial statements, assets that are not capitalized are expended in the year of acquisition.

Infrastructure assets are long-lived capital assets that normally can be preserved for a significantly greater number of years than most capital assets and are normally stationary in nature. Examples include roads, bridges, tunnels, drainage systems, water and sewer systems, and dams. Infrastructure assets do not include buildings, drives, parking lots or any other examples given above that are incidental to the property or access to the property.

All information in regards to City asset acquisition, retention, and disposal is maintained and reported to the finance department.

Establishing Classes of Assets

The City establishes the following major categories of capital assets, with further details defined in Exhibit A attached hereto and made a part of this policy.

- Land
- Land Improvements (Improvements other than buildings)
- Buildings and Building Improvements
- Construction in Progress
- Vehicles
- Machinery and Equipment
- Infrastructure
- Intangible Assets

Depreciation Definition

Depreciation is the process of allocating the cost of tangible property over a period of time rather than deducting the cost as an expense in the year of acquisition.

It is the City's policy to use the straight-line depreciation method. The basis of the asset is written off evenly over the useful life of the asset. The same amount of depreciation is taken each year. In general, the amount of annual depreciation is determined by dividing an asset's depreciable cost by its estimated life. The total amount depreciated can never exceed the asset's historic cost less salvage value. At the end of the asset's estimated life, the salvage value will remain.

To avoid the complications of depreciating each asset from the specific date on which it is placed in service, and because the City recognizes depreciation expense at year end, it will utilize a full-year convention. Under this convention, property placed in service at any time during a given year is treated as if it had been placed in service on the first day of that year. This allows depreciation to be taken for the entire year in which the asset is placed in service. If the property is disposed of before the end of the estimated useful life, no depreciation is allowed for the year of disposition.

To calculate depreciation on a capital asset, the following five factors must be known:

- Date the asset was placed in service,
- Cost or acquisition value,
- Salvage value,
- Estimated useful life, and
- Depreciation method.

Obtaining an Asset's Cost of Acquisition Value

Capital assets are reported at historical cost and should include the cost of freight, site preparation, architect and engineering fees, etc. If something other than cash is used to pay for the asset, then the fair-

market value of the non-cash payment or consideration determines the asset's cost or acquisition value. When the value of the consideration paid can't be determined, the asset's fair-market value determines its cost. With few exceptions, an asset's cost should also include necessary costs incurred to place the asset in service. Costs include the invoice price plus incidental costs (insurance during transit, freight, capitalized interest as described earlier, duties, title search, registration fees, and installation costs). Exceptions to this rule include interest expense associated with deferred payments and real estate taxes paid, if any, in the acquisition of property.

Inventory Record

The City shall inventory all capital assets. An inventory of all capital assets is maintained in a spreadsheet by the finance department and database maintained by public services staff. Each inventory record maintained by finance staff should include: description, year of acquisition, method of acquisition (e.g. purchase, donation, etc.), funding source, cost or estimated cost, salvage value, and estimated useful life. The inventory record will also identify the departments that use the asset. The finance department will quarterly review asset inventory with information provided by department managers and update records accordingly. On an annual basis, finance, public services, and fire staff members review all physical inventories for accuracy. The Finance Director shall review all physical inventories taken.

Recording Land

Land is to be capitalized but not depreciated. It is recorded at historical cost and remains at that cost until disposal. If there is a gain or loss on the sale of land, it is reported as a special item in the statement of activities. Asset tracking is maintained by the fixed asset database.

Recording Land Improvements

Land improvements include items such as excavation, non-infrastructure utility installation, driveways, sidewalks, parking lots, flagpoles, retaining walls, fencing, signs, outdoor lighting, and other non-building improvements intended to make the land ready for its intended purpose. Land improvements can be further categorized as non-exhaustible and exhaustible.

Non-Exhaustible

Expenditures for improvements that do not require maintenance or replacement expenditures to bring land into condition to commence erection of structure, expenditures for improvements not identified with structures, and expenditures for land improvements that do not deteriorate with use or passage of time are additions to the cost of land and are not exhaustible and therefore not depreciable.

Exhaustible

Other improvements that are part of a site, such as parking lots, landscaping and fencing, are usually exhaustible and are depreciable. Depreciation of site improvements is necessary if the improvement is exhaustible.

Recording Buildings

Buildings should be recorded at either their acquisition cost or construction cost. The cost of new construction should be carefully evaluated because projects usually consist of major components such as land, land improvements, building construction (including professional fees and permits), furniture, fixtures and equipment. In addition, buildings include components such as roofs, air conditioner systems, etc. that should be recorded separately when significant because these building components have different useful lives. The value of each component needs to be determined and placed within its own category.

Recording Building Improvements

Building improvements that extend the useful life of the building should be capitalized. Examples of building improvements include roofing projects, remodeling, and replacing major building components.

Recording Construction in Progress

Construction in progress should be capitalized and not depreciated. It should be reported with land and other non-depreciating assets at the government-wide level. Unspent debt proceeds from capital assets related debt are reported in the net assets section of the statement of net assets as “restricted for capital projects”.

Recording Machinery and Equipment

Assets such as furniture, machinery and equipment (that meet threshold levels) should be capitalized and inventoried. Some assets, individually, may fall below the capitalization threshold but may be purchased in large quantities by the City (examples: computers and books). City staff should aggregate such assets and consider the materiality and significance of them. If material or significant, capitalize such items either individually or in the aggregate.

Recording Vehicles

Vehicles should be identified, inventoried, and depreciated.

Recording Easements

An easement is an interest in land owned by another party that entitles its holder to a specific limited use of the land. Therefore, easements are not required to be reported unless the City paid for the easement. (See Recording Intangible Assets below).

Recording Intangible Assets

Intangible assets are to be capitalized and recorded based on actual cost. Easements (permanent and temporary), internally created computer software, water rights, patents, copy rights, and trademarks will not be depreciated due to their indefinite useful life.

Recording Works of Art and Historical Treasures

Works of art and historical treasures should be recorded at historical costs. Depreciation is not required for collections or works of art that are inexhaustible.

Establishing and Setting the Threshold Levels for Recording Capital Assets

The following elements of useful life, salvage value, and asset costs are established for capitalization of assets:

Estimated Useful Life

The first criterion is useful life. An asset must have an estimated useful life greater than one (1) year to be considered for capitalization and depreciation. Assets that are consumed, used-up, habitually lost or worn-out in one year or less will not be capitalized.

Salvage Value

The second criterion for determining depreciation expense is calculating the asset's salvage value. Assets categorized as vehicles, machinery and equipment will take into consideration a salvage value, unless there is reason to believe there will be no remaining value of the asset when the useful life is met. The discretion for this determination will be reviewed by the department in which the asset resides and the finance department. If it is determined there will be a value at the end of the assets useful life, a value of 5% of the total original cost of the asset will be recorded as salvage value. If an asset falls into any another asset category, a salvage value will not be recorded and taken into consideration when calculating depreciation expense.

Asset Cost

The third criterion for determining depreciable capital assets is cost. The capitalization threshold shall be established as follows per individual asset items. (See Exhibit A for additional threshold and asset class information.)

	<u>Capitalize and Depreciate</u>
Land	Capitalize only
Construction in Progress	Capitalize only
Intangible Assets	Capitalize only
Land Improvements (Other than buildings)	\$10,000
Building and Building Improvements	\$10,000
Infrastructure	\$10,000
Machinery and Equipment	\$10,000
Vehicles	\$10,000

Asset Acquisition – Procedures & Internal Controls

All asset acquisitions and disposals must be reported to the finance department after council approval. As asset items and projects are completed, put into service, and/or taken out of service, department managers must report to the finance department the bid price (or disposal information) along with the City Council's action/resolution. Documentation such as invoices for purchase (or acquisition) and the notice of sale must be forwarded to the finance department before the database will be updated.

When all invoices and charges for service are totaled for a project, the asset is activated by the finance department and maintained with quarterly inventory audits and annual overall asset review. Depreciation expense is calculated at fiscal year end. Depreciation is calculated by the database and takes into account items as listed above including acquisition cost, useful life, and salvage value. Depreciation expense is then recognized as an expenditure in the final period of the fiscal year. The calculation of depreciation is processed by finance staff and approved by the Finance Director.

INVESTMENTS

Policy and Scope

It is the policy of the City of Waconia to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing the investment of public funds.

The investment policy applies to all financial assets of the City of Waconia. These funds are accounted for in the City of Waconia's Comprehensive Annual Financial Report and include:

- General Fund
- Special Revenue Funds
- Capital Project Funds
- Enterprise Funds
- Debt Service Funds
- Trust and Agency Funds

Prudence

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for

speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the “prudent person” and/or “prudent investor” standard and shall be applied in the context of managing an overall portfolio.

Investment officers acting in accordance with this policy and with Minnesota State Statute 118A and exercising due diligence, shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Objective

The primary objectives, in priority order, of the City of Waconia’s investment activities shall be:

- **Safety:** Safety of principal is the foremost objective of the investment program. Investments of the City of Waconia shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, the City of Waconia will diversify its investments by investing funds among a variety of securities offering independent returns and among various financial institutions.
- **Liquidity:** The City of Waconia’s investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements, which might be reasonably anticipated.
- **Return:** The City of Waconia’s investment portfolio shall be designed with the objective of attaining a benchmark rate of return throughout budgetary and economic cycles, commensurate with the City’s investment risk constraints and the cash flow characteristics of the portfolio.

Delegation of Authority

Management responsibility for the investment program is hereby delegated to the Finance Director and City Administrator who shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate personnel, and their procedures in the absence of Finance Director and City Administrator.

Investment Procedures

The Finance Director shall establish written policy procedures for the operation of the investment program consistent with this policy. The procedures should include reference to safekeeping, repurchase agreements, wire transfer agreements, banking service contracts and collateral/depository agreements. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Finance Director.

Ethics and Conflicts of Interest

Public officials and City employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the City Council any material financial interest in financial institutions that conduct business within their jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the City of Waconia.

Authorized Financial Dealers and Institutions

The Finance Director will maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment services in the State of Minnesota. These may include “primary” dealers or regional dealers that qualify under Securities & Exchange Commission Rule

15C3-1 (Uniform Net Capital Rule). No public deposit shall be made except in a qualified public depository as established by Minnesota laws.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Finance Director, upon request, with annual audited financial statements, proof of National Association of Security Dealers (NASD) certification, and proof of State of Minnesota registration. Annual completion of Notification to Broker and Certification by Broker (pursuant to Minnesota State Statutes 118A.04) will be done.

Authorized and Suitable Investments

From the governing body perspective, special care must be taken to ensure that the list of instruments includes only those allowed by law and those that local investment managers are trained and competent to handle. Minnesota State Statutes, Section 118A, lists all permissible investments for municipalities. The following is a list of investments which the City of Waconia will be authorized to invest in:

1. Government Securities: Instruments such as bonds, notes, bills, mortgages and other securities which are direct obligations of the federal government or its agencies, with the principal fully guaranteed by the U.S. Government or its agencies.
2. Certificate of Deposit: A negotiable or nonnegotiable instrument issued by commercial banks or credit unions insured up to \$250,000 by the Federal Deposit Insurance Corporation (FDIC) or National Credit Union Administration (NCUA). If exceeding \$250,000 FDIC or NCUA coverage, the certificate must be otherwise fully collateralized.
3. Prime Commercial Paper: An investment used by corporations to finance receivables. A short-term (matures in 270 days or less) unsecured promissory note is issued for a maturity specified by the purchaser. Corporations market their paper through dealers who in turn market the paper to investors.
4. Any security which is a general obligation of the State of Minnesota or any of its municipalities.
5. Statewide investment pools which invest in authorized instruments according to Minnesota State Statutes 118A.
6. Money market mutual funds which invest in authorized instruments according to Minnesota State Statutes 118A.

Interest-bearing deposits in authorized depositories must be fully insured or collateralized.

Safekeeping and Custody

When a broker dealer holds investments purchased by the City of Waconia in safekeeping, the broker-dealer must provide asset protection of \$500,000 through the Securities Investor Protector Corporation (SIPC) and at least another \$49.5 million supplemental insurance protection.

Diversification

The City will attempt to diversify its investments according to type and maturity. The portfolio, as much as possible, will contain both short-term and long-term investments. The City will attempt to match its investments with anticipated cash flow requirements. Extended maturities may be utilized to take advantage of higher yields and to match investment maturities with debt obligations; however, no more than 20% of the total investments should extend beyond 5 years. Unless prior Council approval is received, no investment with a maturity exceeding 10 years will be purchased.

The City will attempt to diversify its investment portfolio according to broker-dealer or financial institutions. No more than 50% of the entire investment portfolio shall be held with one broker-dealer or financial institution.

Reporting

Periodic required investment reports to policymakers and elected officials provide necessary written communication regarding investment performance, risk analysis, adherence to policy provisions, as well as other information. The Finance Director shall provide the City Council with periodic investment reports, which provide a clear picture of the status of the current investment portfolio. The management report should include a summary of securities held at the end of the reporting period by authorized investment category, percentage of portfolio represented by each investment category, percentage of portfolio represented by each financial institution, and overall portfolio values.

DEBT SERVICE

Practices

Debt will be incurred only for those purposes as provided by Minnesota State Statutes. The City may utilize the M.S. Chapter 429 process for allowable purposes, including new development projects; however, unless specifically approved by the City Council, the term of the assessments on such new development parcels shall not exceed ten (10) years.

The City of Waconia will never issue debt in excess of three percent (3%) of its total market value.

Type of Instruments

When the City Council determines that an eligible project will be funded through the issuance of debt, the following types of debt structures shall be considered:

General Obligation Debt Bonds (G.O.) – Property Tax supported. General obligation bonds are direct obligations of the City and pledge the full faith and credit of the City. G.O. Debt Bonds are used to finance only capital facilities and equipment that are essential to the continued maintenance or development of the City.

- Any project considered for funding must be included in the Capital Improvement Plan of the City.
- The revenue stream for re-payment of the debt is primarily general property tax, but in some circumstances may include contract revenue.

General Obligation Improvement Bonds (G.O.) – General Obligation bonds are direct obligations of the City and pledge the full faith and credit of the City. G.O. Improvement bonds are used to finance street and utility improvements that are essential to the continued upkeep, maintenance, and/or development of the City.

- Any project considered for funding must be included in the Capital Improvement Plan of the City.
- The bonds are supported primarily by special assessment revenues and property tax levies.

General Obligation Revenue Bonds - Bonds which are supported wholly by revenues not based on real estate property values and can include enterprise revenues and other user fees.

Special Obligation Revenue Bonds (Conduit Debt) - Conduit debt obligations are certain limited obligation revenue bonds or similar debt instruments issued for the express purpose of providing capital financing for a specific third party. Although these bonds bear the name of the City, the City has no obligation for such debt.

- These bonds should be issued when the proposed development is expected to be financially feasible and contributes to the general welfare or development of the City.
- The City will charge a fee of up to 1% of the bond offering.

Equipment Certificates - These bonds are direct obligations of the City and pledge the full faith and credit of the City. Equipment Certificates shall be used to purchase equipment that is part of the Capital Improvement Plan.

- The City shall try and manage equipment certificates so that new certificates are only issued when a certificate expires. However, there may be times when this is not feasible.
- The revenue stream for re-payment of the debt is primarily general property tax, but in some circumstances may include contract revenue.

Lease Transactions - The City shall have the option of financing equipment and facilities by executing a lease agreement with a third party. In considering leasing the following shall be considered:

- Before execution of a lease agreement, the Finance Director and Bond Counsel shall compare the cost of issuing long-term debt versus lease. A lease shall be utilized when this comparison results in favorable savings to issuing long term debt.
- Adequate general or enterprise revenues should be available to service the payments.

Bond Rating

Strong financial management is a key credit rating factor. In order for the City of Waconia to respond quickly to economic and financial demands, the City will seek to maintain or continually improve the bond rating so as to seek the lowest possible interest rate available. The City will also maintain a “strong” Financial Management Practice score to provide transparent and consistent information.

The Permanent Improvement Revolving (PIR) Fund will budget for all governmental capital improvement activities and a separate debt service fund will exist for the repayment of debt and collection of all special assessments and other sources identified within the projects.

Arbitrage Monitoring & Reporting

The City will utilize the services provided by the approved fiscal advisor for arbitrage calculation services. Compliance with regular arbitrage reporting will ensure the City is compliant with IRS regulations for the issuance of tax exempt bonds. Finance staff will provide reporting information from the City’s financial system to the City’s fiscal advisor when requested. A copy of each required arbitrage report will remain on file at the City with the bond issuance information.

Letters of Credit Requirement

Should 429 financing be utilized for private development projects, the developer or property owner shall provide an irrevocable letter of credit, issued by a banking institution approved by the Finance Director. The amount of the letter of credit shall be equal to one hundred percent (100%) of the total special assessments for the project and may be reduced on an annual basis after verification that special assessments have been paid in each year of the repayment schedule.

In the case of an irrevocable letter of credit required for the completion of public improvements within the development project, the amount shall be equal to one hundred and twenty percent (120%) of the estimated cost of the improvements. The developer or property owner shall provide an irrevocable letter of credit, issued by a banking institution approved by the Finance Director.

Special Assessments

The financing for reconstruction projects is through the sale of General Obligation 429 Improvement Bonds. Minnesota State Statute requires a minimum assessed percentage of 20% for projects financed with 429 bonds.

With each reconstruction project, a feasibility study is completed and approved by the City Council. Once a draft of the feasibility study is complete, City staff will share the information with a qualified appraiser to determine the special benefit to each property in the reconstruction area. The City Council will use this appraisal information as a basis for finalizing the special assessments due by property owners for reconstruction projects.

Assessment Policy Summary:

- The portion of the project costs assessed to the abutting property owner shall be based on a linear front footage basis of the parcel or unit basis.
- The City pays 50% of the total project cost of a standard local street section and 100% of the cost of extra width and extra depth above the city standard local street section.
- Storm sewer costs are to be included in the total project cost of a city standard local street, assessed 50% (and City pays 50%), in accordance with the Street Assessment Policy.
- All or some of the following improvements may be incorporated in a reconstruction project. Costs for these improvements will be included in the overall project cost, with a contribution from the City: storm water ponding, street lights, relocation of overhead power lines, street signs, sidewalks and trails, and boulevard trees.
- Corner lots and parcels with multiple frontages shall be assessed 50% of the front footage on each side.
- A minimum assessment shall be levied to parcels identified within the project area having neither direct primary nor non-primary access to affected streets. The assessment shall be equal to 75% of the typical front footage identified within the project area. Parcels abutting county roads are exempt from this provision.
- Assessments will not be levied for seal coat and overlay operations.
- Assessments may be pre-paid to the City by benefiting properties
- Assessments will be billed to the benefiting property owner by the City; typically over a ten (10) year period, at an interest rate of one percent (1%) over the bond interest rate. Other terms of the assessment receivable may be available to the benefiting property owners.
 - o For any project, where all the benefiting property owner(s) are governmental entities (school district, county, state, etc.), the City will assess the benefiting property owner(s) the actual bond interest rate, typically over a ten (10) year period.
- In the case where a benefiting property owner is delinquent in their assessment payment, assessments may be certified to real estate taxes over a ten (10) year period, at an interest rate one percent (1%) over the bond interest rate.
- Partial pre-payments for assessments will accepted by the City between January 1 and November 30 each calendar year.

Infrastructure Improvement Cost Breakdown & Methodology

Improvement	Type of Construction	Method
Curb & Gutter	New Development	100% of the cost assessed to abutting property owner on linear front footage OR unit basis.
	Reconstruction (Complete)	The portion of the project costs assessed to the abutting property owner shall be based on a linear front footage basis of the parcel.
	Reconstruction (Spot repair)	100% of cost to be included in overall cost of project prior to assessment apportionment in accordance with policy.
Local Street	New Development	100% of the cost assessed to abutting property owner on linear front footage OR per unit basis.
	Reconstruction	50% of the cost to be assessed to abutting property owner on linear front footage OR per unit basis. 50% of the cost to be paid by City.
	Maintenance (Seal coat & overlay)	100% Paid with City funds.
Collector Street as defined by the City's Transportation Plan	New Development	100% of the construction cost of a city standard local street assessed to abutting property owner based on linear front footage OR per unit basis.
	Reconstruction	The portion of the project costs assessed to the abutting property owner shall be based on a linear front footage OR per unit basis. City pays 50% of the cost of the construction of city standard local street and 100% of the cost of construction above a city standard local street.
	Maintenance (Seal coat & overlay)	100% Paid with City funds.
Intersection	New Development	100% of the cost to be included as part of street project and apportioned according to appropriate street construction category.
	Reconstruction	100% of cost to be included in overall cost of project prior to assessment apportionment in accordance with policy.
Multiple Fronted Parcels - Corner Lot - Double Fronted Lot - Large Parcels - Etc.	Reconstruction	Front footage to be used in assessment methods described herein shall be calculated as follows: - 50% of the front footage on all sides of the parcel. 50% of the cost to be paid with City funds.
Parcels with no driveway access to primary and non-primary streets.	Reconstruction	A minimum assessment shall be levied to parcels identified within the project area having no direct driveway access to neither primary nor non-primary streets, i.e. alley access. The assessment shall be equal to 75% of the typical front footage identified within the project area. Parcels abutting county roads are exempt from this provision.
Alley	New Development	100% of the cost assessed to abutting property owner on linear front footage OR per unit basis.
	Reconstruction	50% of the cost to be assessed to abutting property owner on linear front footage OR per unit basis. 50% of the cost to be paid with City funds.

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Improvement	Type of Construction	Method
Sanitary Sewer Trunk/Lateral	New Development	100% of the cost assessed to benefited area on unit basis.
	Reconstruction	50% of the cost assessed to benefited area on unit basis. 50% of the cost to be paid with City funds.
	Maintenance	100% of the cost to be paid with City funds.
Sanitary Sewer Service	New Development	100% of cost assessed to property owner.
	Reconstruction (Including main)	50% of the cost assessed to benefited area on a unit basis. 50% of the cost to be paid with City funds.
	Reconstruction (Stand alone service replacement)	100% of cost assessed to property owner.
Sanitary Sewer Oversizing	New Development	100% paid with City funds. (Materials cost above 8-inch pipe plus 20% for handling and installation.)
	Reconstruction	100% paid with City funds. (Materials cost above 8-inch pipe plus 20% for handling and installation.)
Lift Station	New Development	100% of the cost assessed to benefited area on a per unit basis.
Water Trunk/Lateral	New Development	100% of the cost assessed to benefited area on unit basis.
	Reconstruction	50% of the cost assessed to benefited area on unit basis. 50% of cost to be paid with City funds.
	Maintenance	100% of the cost to be paid with City funds.
Water Service	New Development	100% of cost assessed to property owner.
	Reconstruction (Including main)	50% of the cost assessed to benefited area on a unit basis. 50% of the cost to be paid with City funds.
	Reconstruction (Stand alone service replacement)	100% of cost assessed to property owner.
Water Oversizing	New Development	100% paid with City funds. (Materials cost above 8-inch pipe plus 20% for handling and installation.)
	Reconstruction	100% paid with City funds. (Materials cost above 8-inch pipe plus 20% for handling and installation.)
Storm Sewer Trunk/Lateral	New Development	100% of the cost assessed to benefited area on unit basis.
	Reconstruction	50% of the cost to be assessed to abutting property owner on linear front footage OR per unit basis. 50% of the cost to be paid with City funds.
	Maintenance	100% of the cost to be paid with City funds.
Storm Water Ponding	New Development	100% assessed to development.
	Reconstruction	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
	Maintenance	100% of the cost to be paid with City funds.
Overhead Power Lines	Relocation	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
Street Lights	New Development	100% of material and installation cost on a unit basis paid by developer.
	Reconstruction	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
	Maintenance	100% of the cost to be paid with City funds.
Street Signs	New Development	100% of material and installation cost on a unit basis paid by developer.
	Reconstruction	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
	Maintenance	100% of the cost to be paid with City funds.
Sidewalks & Trails	New Development	100% of cost assessed on a unit basis to development.
	Reconstruction	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
	Maintenance	100% of the cost to be paid with City funds.
Boulevard Trees	New Development	100% of cost paid by developer.
	Reconstruction	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
	Maintenance	100% of the cost to be paid with City funds.

Deferred Special Assessments

Hardship Assessment Deferral for Senior Citizens, People with Disabilities, or Members of the National Guard or other Reserves Ordered to Active Military Service.

Pursuant to the authority for deferring special assessments as provided in Minnesota State Statute Section 435.193 through 435.195, the City Council may, in its discretion, defer the payment of special assessments for any homestead property owned by a person 65 years of age or older, one retired by virtue of a permanent and total disability, or a member of the National Guard or other reserves ordered to active military service for whom it would be a hardship to make the payments.

Eligibility

Any person 65 years of age or older, permanently and totally disabled (as determined by the Social Security Administrator), or a member of the National Guard or other reserve ordered to active military service may request deferment of special assessments levied against real property for public improvements if the following conditions are met.

1. Ownership. The applicant must be the fee simple owner of the property or must be a contract vendee for fee simple ownership. An applicant must provide either a recorded deed or contract for deed with the application to establish a qualified ownership interest as required here.
2. Homestead. The property must be the applicant's principal place of domicile and classified on the City's and County's real estate tax rolls as the applicant's homestead.
3. Income. The income threshold for eligibility of those applicants 65 years of age and older or disabled be established at or below 50% of the Average Median Income for Carver County as determined by the Metropolitan Council. Income eligibility would be determined by the submittal of the most recent federal tax filing form.

Interest on Deferred Assessment

Interest on the deferred assessment shall be forgiven until December 31st of the year before the first installment is payable.

Deferment Period

The deferment shall be granted for as long a period of time as the hardship exists and the conditions aforementioned have been met. However, it shall be the duty of the applicant to notify the City Administrator of any change in status that would affect eligibility or deferment.

The entire amount of deferred special assessments shall be due within sixty (60) days after loss of eligibility by the applicant. If the special assessment is not paid within the sixty (60) days, the City Administrator shall add thereto interest at a per annum interest rate of one percent (1%) above the bond interest rate and the total amount of principal and interest shall be certified to the County Auditor for collection with taxes the following year. Should the applicant demonstrate to the satisfaction of the City Council that full repayment of the deferred special assessment would cause the applicant particular undue financial hardship, the Council may order that the applicant pay within sixty (60) days a sum equal to the number of installments of deferred special assessments outstanding and unpaid to date, including principal and interest, with the balance thereafter paid according to the terms and conditions of the original special assessments.

Termination of Deferral Status

The option to defer the payment of special assessment shall terminate and all amounts accumulated plus applicable interest shall become due upon the occurrence of any one of the following events:

1. Sale of Property. The subject is sold, transferred, or subdivided in whole or in part.
2. Death of Owner. The death of the fee owner qualified for deferral status unless a surviving joint tenant, tenant in common, or contract vendee is eligible for the deferral benefit provided hereunder.
3. Nonhomestead Property. The subject property loses its homestead status for any reason.
4. No Hardship. The City Council determines that there would be no hardship to require an immediate or partial payment of the deferred special assessment.

Filing for Federal Status/Fee

An eligible applicant must file an application not later than thirty (30) days after the assessment is adopted by the City Council.

All deferral applications must be made on forms approved by the City and submitted to the City Administrator. The applicant will be charged an administrative filing fee, based on the current fee schedule.

Nothing herein shall be construed to prohibit the determination of hardship on the basis of exceptional and unusual circumstances not covered by the above noted requirements where the determination is made in a nondiscriminatory manner and does not give the applicant an unreasonable preference or advantage over other applicants.

Deferred Assessment Procedures

- Deferred Assessment Application form is provided to applicant/property owner by the City Administrator's Office.
- Applicant fills out the application form and provides the relevant information to document qualification for deferred assessment. Applicant then returns form to City Administrator's Office.
- City Administrator forwards the application to the Finance Director for review of qualifications. Finance Director makes recommendation to City Council to approve or deny the application.
- An approved application may be forwarded to the Carver County Recorder's office for recording and to the Carver County Taxpayer Services Division.
- The deferral information is entered into the City's property records data base.
- At such time the property no longer qualifies for the deferred assessment (upon a transfer of the property, loss of homestead status, or death, no hardship as determined by the Council), the County Auditor/Recorder's office will notify the City of the termination of the deferral status, and direct the party to the City Administrator's office to pay balance on the outstanding deferred assessment amount.

FINANCIAL POLICY ADOPTION

The City of Waconia financial policy and guidelines shall be adopted and amended by action of the City Council. The Waconia City Council shall review the policy periodically and any modifications made thereto must be approved by the City Council.

Policy Amended on: November 22, 2010

This policy replaces separate policies regarding purchasing, fund reserves, credit cards, special assessments, and capitalization.

Policy Amended on: February 21, 2012

This policy replaces separate policies regarding purchasing, capital assets, and debt.

Policy Amended on: February 18, 2014

This policy replaces separate policies regarding fund balance descriptions and capital assets.

Policy Amended on: January 20, 2015

This policy replaces separate policies regarding enterprise fund reserves, grant application process, arbitrage reporting, and appraisal reporting for reconstruction projects that include special assessments.

Policy Amended on: September 8, 2015

This policy replaces separate policies regarding employee training, travel, and reimbursement expenditures, refunds to customers for City accounts, and capital asset salvage value determination.

Policy Amended on: January 23, 2017

This policy replaces separate policies regarding federal purchasing requirements and depreciation schedules for pumps, control systems, and generators.

Policy Amended on: June 19, 2017

This policy replaces separate policies regarding assessments billed to benefiting property owners that are other governmental entities.

Policy Amended on: March 18, 2019

This policy replaces separate policies regarding purchasing threshold limitations updated by state and federal purchasing requirements and the addition of elected officials travel requirements.

Policy Amended on: December 16, 2019

This policy replaces separate policies regarding tipping for meal reimbursement and qualifications for deferred assessments.

Policy Amended on: December 21, 2020

This policy replaces separate policies regarding returned payments and investment diversification.

Policy Amended on: January 21, 2025

This policy replaces separate policies regarding travel expenses, certificates of deposit at credit unions, and updates dates and amounts for pre-payment of special assessments.

CAPITALIZATION/DEPRECIATION SCHEDULE
EXHIBIT A

<u>Asset Type</u>	<u>Examples</u>	<u>Depreciable Life in Years</u>
<u>Non-Infrastructure</u>		
Land		No Depreciation
Land Improvements – structures	Parking lots, sidewalks, fencing, welcome signs	20
Land Improvements – ground work	Ball fields, landscaping, sprinkler system	20
Intangible Assets	Easements, water rights, patents, trademarks	No Depreciation
<u>Buildings & Building Improvements</u>		40
Building Improvements such as:		
Electrical/Plumbing		20
HVAC Systems	Air-conditioners, heating, ventilation systems	20
Roofing		20
<u>Vehicles</u>		
Cars and light trucks		5
Fire trucks		20
<u>Equipment</u>		
Heavy Construction Equipment	Backhoes, trucks, dozers, front-end loaders, tractors, graders	10
Light Construction Equipment	Generators	10
Firefighting Equipment	Hoses, extrication tools	10
Communications Equipment	Radios, camcorder, radar	5
Telephone Systems		10
Recreational Athletic Equipment	Pitching machines, fitness equipment, scoreboards, bleachers, playground equipment	10
Custodial Equipment	Floor scrubbers	5
Grounds Equipment	Mowers, tractors, tool cat, and attachments	5
Office Equipment	Printers, IT equipment, software	5
Artwork	Collections	No Depreciation
<u>Infrastructure</u>		
Easements		No Depreciation
Pumps & Control Systems		20
Water Systems	Mains	40
Sanitary Sewer Systems	Mains	40
Storm Sewer Systems	Curb and gutter, mains	40
<u>Streets/Roads</u>		
Paved		20
Non-paved		No Depreciation



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Approve Waste Hauler and Recycle Hauler Licenses					
Originating Department:		Administration					
Presented by:		Sue Schwalbe					
Previous Council Action (if any):							
Item Type (X only one):	Consent	X	Regular Session		Discussion Session		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Adopt Resolution No. 25-037 Approving Waste and Recycle Hauler Licenses							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
Renewal applications for waste and recycle haulers have been submitted and reviewed for the businesses listed in the attached Resolution. Waste and Recycle Hauler Licenses will be issued upon all conditions of licensing being met in accordance with City ordinances which includes completion of all forms, payment of fees and fines, receipt of certificates of insurance and approval by the State. <u>Attachments:</u> 1. Resolution No. 2025-037 Approving Waste and Recycle Haulers License/Permit Applications 2. 2025 Recycle and Waste Haulers List							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
Budget Information:				Planning Commission			
_____ Budgeted				Parks and Recreation Board			
_____ Non Budgeted				Safari Island Advisory Board			
_____ Amendment Required				Other			

**CITY OF WACONIA
RESOLUTION NO. 2025-037**

**RESOLUTION APPROVING WASTE AND RECYCLE HAULERS
LICENSE/PERMIT APPLICATIONS**

WHEREAS, Applications for new and renewal Waste and Recycle licenses and permits have been received in the Office of the City Clerk.

WHEREAS, The applicants and their requested licenses/permits are identified on the attached list.

WHEREAS, Licenses will be issued contingent upon receipt of appropriate fees and certificates of insurance as required by City Ordinance.

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Waconia hereby approves Licenses and Permits, as attached, for the term February 1, 2025, through January 31, 2026.

Adopted by the City Council of the City of Waconia this 21st day of January 2025.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, Assistant City Administrator

CITY OF WACONIA

2025 RENEWAL RECYCLING LICENSES

2025 RENEWAL SANITATION LICENSES

RECYCLE RENEWAL LICENSES:

Curbside Recycling
Republic Services
Suburban Waste MN
Waste Management

SANITATION RENEWAL LICENSES:

Curbside Waste Haulers
Lloyd's Construction Services
Republic Services
Suburban Waste MN
Veit Disposal Systems
Waconia Roll-Off Incorporated
Waste Management



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 21, 2025
Item Name:	Special Event Permit - Lola's Half Marathon, 10 mile, & 5K benefitting Gather & Grow
Originating Department:	Administration
Presented by:	Shane Fineran

Previous Council Action (if any):

Item Type (X only one):	Consent		Regular Session	X	Discussion Session	
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RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED (Include motion in proper format.)

Adopt Resolution No. 2025-038 Approving Special Event Permit

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)

In the fall of 2024 staff convened the organizers of various run and walk events that typically happen within the community during the spring and summer months to discuss safety, travel impacts, and opportunities for collaboration. This group composed the Chamber of Commerce, Lola's, MnRun Series, Waconia Brewing, and Gather & Grow/Walk on Waconia.

Using the Twin Cities Marathon as an inspiration in which multiple events happen at various race distances, kids runs, and runs that benefit charity, the question was posed to the group assembled about the possibility of partnering these events in order to make Waconia a bigger destination for a larger event that occurs over the course of one day or weekend, rather than multiple, with improving safety and reducing disruptions to the local community as a primary driver. Mike Cofrin with the MnRun Series submitted application for the newly minted Lola's Half Marathon, 10 mile, & 5K benefitting Gather & Grow. This event will combine race distances and routes of the previous Lola's Half Marathon and Walk on Waconia Events. The event is to be scheduled on May 3rd and expects to attract over 3,000 participants.

The route will utilize city streets of Main, Old Beach Lane, Waconia Parkway N, and Walnut. Portions of Main Street, Old Beach Lane, and Walnut Street are being requested to be closed to traffic during the event from approximately 6:00 a.m. to 12:00 p.m. The race headquarters along with the start and finish lines will be at City Square Park on Main Street.

While not currently identified under the City's Special Event Policy as city supported, it is recommended to move this event to this status in order to enhance the safety of participants, the size of the event, and benefit that this partnership will deliver to local charities and non-profits benefitting the Waconia community, to include Gather & Grow, Backyard Wishes, and Kat6 Foundation. The City's support of this event will be the coordination of additional law enforcement services for the event that will assist with traffic calming and traffic control. This will be a mix of contract deputy assignment as well as over time requests made via the City's law enforcement contract. These costs will be billed back to the event.

Conditions of approval for the event will be:

1. Submittal of a Traffic Control & Detour Plan provided by a qualified vendor
2. Site Plan for City Square Park
3. Certificate of Insurance

Attachments:

1. [Resolution No. 2025-038 Approving Special Event Permit and Noise Permit Lola's Half Marathon, 10 Mile, & 5K Benefiting Gather & Grow](#)
2. [Mn Run Series Special Event permit application](#)

3. [Lola's Event Route/Map](#)
4. [Letter of Support for Lola's Event from Gather and Grow](#)

FINANCIAL IMPLICATIONS:

Funding Sources & Uses:

Budget Information:

_____ Budgeted

_____ Non Budgeted

_____ Amendment Required

ADVISORY BOARD RECOMMENDATIONS:

Planning Commission

Parks and Recreation Board

Safari Island Advisory Board

Other

**CITY OF WACONIA
RESOLUTION NO. 2025-038**

**RESOLUTION APPROVING SPECIAL EVENT PERMIT & NOISE PERMIT
LOLA'S HALF MARATHON, 10 MILE, & 5K BENEFITTING GATHER & GROW**

WHEREAS, the City of Waconia has received permit application for a special event to occur on municipal streets and trails submitted by Mike Cofrin and Podium Sports Marketing; and

WHEREAS, the Lola's Half Marathon, Ten Mile and 5K benefitting Gather & Grow will be held on May 3, 2025 from 6:00 a.m. to 12:00 p.m.; and

WHEREAS, municipal property to be used include portions of Main Street, Old Beach Lane, Waconia Parkway N, & Walnut street and adjacent trails; and

WHEREAS, municipal property to be used include City Square Park for race headquarters, start, and finish of the event for which a temporary noise permit is granted from 6:00 a.m. to 12:00 p.m.; and

WHEREAS, the applicant shall furnish the City of Waconia a certificate of insurance naming the city as additional insured with the limits consistent with the Special Events Policy and at least two weeks prior to the event; and

WHEREAS, the applicant shall submit a traffic control and detour plan to the city from a qualified vendor at least 60 days prior to the event; and

WHEREAS, any law enforcement services provided by the city in support of the event shall be at the expense of the event organizers to be billed back to the event organizers; and

WHEREAS, any law enforcement services needed for the event shall be at the sole expense of the event organizers and through off-duty contract; and

NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia hereby approves the Special Event Permit.

Adopted by the City Council of the City of Waconia this 21st day of January 2025

Tim Litfin, Mayor

Attest: _____
Jackie Schulze, Assistant City Administrator



SPECIAL EVENT PERMIT APPLICATION

A special event includes an event held in the city in which one of the following occurs:

- a) Amplified sound is to be used
- b) A street, sidewalk or other public right of way or place is closed for the benefit of the event attendees
- c) A temporary alcoholic beverage license is required or an existing on-sale alcoholic beverage license is carried to the event location as part of a community festival
- d) The event will adversely impact a considerable number of members of the public

Most outdoor events and activities within the City of Waconia require permits or approvals. All costs associated with the event are to be borne by the event sponsor. All applications must be approved by the City Council prior to issuance of a permit.

A Review Committee, made up of representatives from City and County departments, will review the application and make changes and/or recommendations to the event sponsor prior to application being forward to the City Council for a final decision.

TIMING FOR APPLICATION SUBMISSION

- Applications for special events need to be received by the City of Waconia at least 30 days prior to the event date, with submission 60 days in advance requested wherever possible.
- There is no guarantee an event application can be processed and approved in less than 30 days.
- For large scale events involving 1,000 participants or more application must be made 120 days in advance.

ADDITIONAL CONSIDERATIONS FOR EVENT ORGANIZERS

In the case of a race, walk, parade, or other event using City streets, a detailed layout of the route and arrangements for traffic control to be done by a certified vendor using the Manual of Uniform Traffic Control Devices standards will be required to be submitted with the application.

Any event to be held within Parks or shelter must contact City Hall. A special event permit is required for events/activities exceeding 300 participants or any event/activity which extends beyond the immediate park boundaries.
<https://www.waconia.org/347/Facility-Use-Rental-Applications>

All applications, are to be sent directly to City Hall. **Issued permits will NOT be eligible for refunds.**

Section 1. CHECKLIST OF REQUIRED INFORMATION

Select any of the following that apply to this event:

- ☒ Amplified Sound to be used – COMPLETE SECTION 3 (B)
- ☒ Closure request for a street, sidewalk, or other public way or place as part of the event – COMPLETE SECTION 3 (C)
- ☐ Alcohol service as part of the event – COMPLETE SECTION 3 (D) AND ANY ADDITIONAL LIQUOR LICENSES WITH THE CITY HALL’S OFFICE IF REQUIRED
- ☒ Tents or other membrane structures to be erected as part of the event
- ☐ Fireworks Display as part of the event

Staff Initials	For your license application to be processed, you must submit the following to the City Halls’s Office:
☐	☒ This application form, fully completed and signed by the applicant or an authorized officer or partner. ANSWER EVERY QUESTION, USING N/A IF NECESSARY ON ANY QUESTIONS. APPLICATIONS WITH BLANK QUESTIONS WILL BE RETURNED WITHOUT PROCESSING.
☐	☒ Detailed Site Plan for the event
☐	☐ Certificate of Insurance, if required
☐	☐ Traffic Control plan from an approved vendor for any street closures
☐	☐ Payment for required permit fee; Checks must be made payable to the City of Waconia •\$100 for base Special Event Permit
☐	☐ Any required additional permit applications from other City departments

Section 2. REQUIRED LICENSE INFORMATION – complete every question				
A. Information about who is completing and submitting this application				
1. First Name Skylar		2. Last Name Swenson		
3. Primary Telephone Number 763-452-8326	4. Type of Phone: ☒ Cell ☐ Business ☐ Home ☐ Other	5. Alternate Phone Number	6. Type of Phone: ☐ Cell ☐ Business ☐ Home ☐ Other	
7. Email Address skylar@mnrnseries.com				
8. Please send official notices relating to this license to: ☐ Mailing Address ☒ Email ☐ Business Address		9. Role of person completing application: ☐ Owner ☐ Officer ☐ Partner ☒ Manager ☐ Agent for the Owner ☐ Other 		
B. Information about primary point of contact for this license during licensed activity (if different than above) THIS PERSON MUST BE ON SITE DURING THE EVENT				
10. First Name Mike		11. Last Name Cofrin		
12. Primary Telephone Number 612-965-3278	13. Type of Phone: ☒ Cell ☐ Business ☐ Home ☐ Other	14. Alternate Phone Number	15. Type of Phone: ☐ Cell ☐ Business ☐ Home ☐ Other	
16. Email Address mike@mnrnseries.com		17. Role of primary contact: ☒ Owner ☒ Officer ☐ Partner ☐ Manager ☐ Agent for the Owner ☐ Other 		
C. Mailing Address Information				
18. Name of organization or individual to whom correspondence should be sent about this permit Mike Cofrin				
19. Email Address mike@mnrnseries.com				
20. Mailing Address 1835 5th Ave		21. City Anoka	22. State MN	23. Zip Code 55303
24. Please send official notices relating to this license to: ☐ Mailing Address ☒ Email				
D. License Holder Information				
Provide information about who this license will be issued to				
25. Entity license will be issued to MN Run Series / Podium Sports Marketing				
26. Business Federal Tax ID Number/Tax Exempt Number 41-1956022		27. Business State Tax ID Number 4580895		
28. Business Address 1835 5th Ave		29. City Anoka	30. State MN	31. Zip Code 55303
Section 3. Event Information – attach additional sheets as needed for any questions				
A. Event Basics				
32. Name of Event Lola's Lake Waconia Half Marathon, 10 Mile, and 5K				
33. Date(s) of Event <i>complete separate applications for a series of events held at separate times</i> 5/3/2025				
34. Time of Event 7:20AM		35. Set up start time and clean up finish time 4:00am - 12:00PM		

36. Location of Event –Street Address S Spruce St - City Square Park	37. City Waconia	38. State MN	39. Zip Code 55387
40. Description of area to be used at the event location for activities (Attach additional sheets as needed) <i>***A detailed diagram of the site plan is also required to be submitted</i>			
City Square Park will be our race village, with start/finish area, food distribution, help desk, and general +			
41. Is your event in a City park? ☒ Yes ☐ No If yes, you must schedule use of the park with City Hall as well. Call: 952-442-2615			
42. Is your event outdoors? ☒ Yes ☐ No			
43. Estimated Number of Attendees- 2000	44. Are tickets being sold? ☒ Yes ☐ No		
45. What is the admission charge, if any \$40-70, depending on race distance	46. Purpose of event proceeds (if applicable)		
47. Describe how attendance will be monitored and limited if necessary Will maintain previous standards for attendance			
48. Describe any entertainment being provided No entertainment aside from sound system for music and announcing			

49. Describe food and beverage plans for the event, including who will be providing any food or beverages and what other licenses or permits will be obtained from any jurisdiction for this service.

Granola bars, water, bananas, and chips given out to runners as they finish.

50. Describe how any emergencies or medical needs occurring during the event will be met

Full medical plan, with medical tent at race village, and AED on site. Will be seeking partnership with Ridgeview

Sanitation and garbage disposal is the responsibility of the event sponsor. Staff will review this information for adequacy based on planned attendance.

51. Will you be providing additional trash receptacles?

☒

Yes

Company providing this service: TVG

Number of receptacles: TVG will advise

What is the plan for picking these receptacles up following the event?

TVG will pick up post-race, 2 dumpsters at Lola's, cans at city square park

☐

No

Explain how trash will be managed as part of the event:

52. Will you be providing toilets and wash stations?

☒

Yes

Company providing this service: Biffs

Number of toilets: 38+1 ADA

Number of wash stations: 0

What is the plan for picking these items up following the event?

Biffs will pick up post-race

☐

No

Explain how these needs will be met for event attendees:

B. Information about Amplified Sound

53. INDICATE WHICH OF THE FOLLOWING APPLIES TO THIS EVENT:

- ☒ Maximum allowable sound pressure level no more than 85 decibels measure at the property line or venue boundary.
- ☐ Waive the maximum allowable sound pressure level and require the amplified sound to terminate no later than 10:30 PM
- ☐ There will be NO amplified sound at this event.

54. Describe the means and method proposed by you as the applicant to prevent noise from the event from unreasonably disturbing those persons who live or work in the vicinity of the event.

Will point all speakers away from residential areas as much as possible

C. Information about any public right of way closures

55. Are you requesting any kind of public right of way closure as part of this event?

- ☐ Yes, for a very limited duration less than 15 minutes
- ☒ Yes, for 15 minutes or longer – an obstruction permit through Public Services Department will be required
- ☐ No – if no, please skip the remainder of this section and jump to subsection D

When a street is to be closed for over 15 minutes, a detour is to be established and signed to provide a designated route around the event. A detailed layout of the route and arrangements for traffic control must be done by a certified vendor using the Manual of Uniform Traffic Control Devices standards. Law Enforcement Officers must be utilized at all traffic controlled intersections. Public Services time for temporary traffic signal modifications, additional signage, or other City costs may be charged.

In addition all events with street closures must include an emergency plan detailing access for emergency vehicles. Road closures are not allowed for locations where there are no other access options for the businesses or residents

56. Attach a detailed diagram of any proposed closure, and explain here exactly what is pictured in the diagram and intended in terms of the closure

Mike is working on traffic management plan with Sgt. Stahn

57. Are you proposing a street closure that will impact residential properties?

- ☒ Yes – if yes, you must notify all properties at least 7-days in advance of the event of the closure
- ☐ No

58. Are you proposing a street closure that will impact commercial properties?

- ☒ Yes
 - ☐ No
- If yes, you must notify all businesses at least 14-days in advance of the closure.

D. Information about any alcohol as part of the event

59. Are you planning to serve alcoholic beverages as part of this event?

☐ Yes – if yes, please answer the following questions

☒ No – if no, please skip the remainder of this section and jump to Section 4 of the application

60. Which of the following are you requesting as part of serving alcoholic beverages?

☐ Temporary Liquor License (requires a separate application)

☐ Designation of the special event as a Community Festival to allow on-sale licensee(s) to provide service

☐ Service by licensed on-sale licensee(s) on Municipal Facilities

☐ Use of licensed caterer(s) who will be providing alcohol service incidental to the service of food

☐ Other

If you indicated other, please explain how alcoholic beverages will be provided as part of this event, by whom, and under what authority

n/a

61. If you intend to apply for a temporary liquor license, is the same entity applying for the liquor license as the special event permit?

☐ Yes

☐ No – Name of the organization/entity applying for a temporary liquor license also serving as an event sponsor:

Indicate what type of organization will be applying for the liquor license:

☐ Club

☐ Charitable Organization

☐ Religious Organization

☐ Non-Profit Organization

☐ Political Committee Registered Under Minn. Stat. Section 10A.14

State University

☐ Brewer or Microdistillery

*If the organization is not one of the above, it is not eligible to apply for a temporary liquor license

If the organization is a club or a charitable, religious or non-profit organization, has it been in existence for at least 3 years?

☐ Yes

☐ No-the organization is not eligible for a temporary liquor license

Note: A temporary liquor application must be received by the City Hall's Office NO LATER 45 DAYS BEFORE THE EVENT. There is no ability to make any exceptions to this requirement.

62. Please list all on-sale licensees who will be providing liquor service as part of this event under this designation. Certificates of insurance specifically covering this event must also be provided for all vendors.

63. If a licensed caterer will be used as part of the event, indicate the name and state license number of the caterer

64. List who will be carrying liquor liability insurance for this event

65. Indicate the specific area(s) liquor will be dispensed and consumed, and what measures will be followed to ensure liquor is only dispensed to event attendees who are of legal age, and that no liquor leaves the authorized area

66. Do you plan to hire off-duty officers to provide security during the event (required with alcohol service)?

☒ Yes

☐ No

Contact Carver County Sheriff's Office. 952-361-1231

67. Fireworks Display as Part of the event?

☐ Yes

☒ No

If you answered yes to the above, please contact the Fire Department at 952-442-2316 in order to request a Fireworks Display Permit

68. Tents or other membrane structures to be erected as part of the event?

☒ Yes

☐ No

69. If you answered yes to question 68, please name the tent provider/company. Please also list the square footage and dimensions of your tent. If you do not have or need a tent provider please state so below.

small 10x10 tents at race village, start line structure

If your tent is over 400 square ft. Please contact the Planning Department for a temporary structure permit. 952-442-2184

Section 4. APPLICATION VERIFICATION AND ACCEPTANCE OF RESPONSIBILITY

Notice of Collection of Private Data

The information collected and required as part of a license application will be used to determine eligibility for a City of Waconia License or Permit. Disclosure of this information is voluntary. It is not legally required to provide requested data, however, failure to do so may mean the City of Waconia is unable to process this application.

Social Security Numbers and Birth Dates are classified as private data, and are not available to the public. Access to this data is limited to staff with a business need in order to determine license eligibility, and to administer and manage the licensing program.

Disclosure of a Minnesota Tax ID Number is required by Minnesota Statutes 270C.72, and this information may be requested by and released to the Minnesota Commissioner of Revenue.

All other information contained in this application is public information upon submission pursuant to the Government Data Practices Act, Minnesota Statutes Chapter 13. Individuals have the right to see and obtain copies of the data maintained on them, including private data, and also have the right to be told the contents and meaning of the data, and to contest the accuracy and completeness of the data.

A SIGNATURE VERIFYING THE OVERALL ACCURACY AND COMPLETENESS OF THIS APPLICATION BY THE OWNER, PARTNER, OR OFFICER OF THE ENTITY APPLYING IS REQUIRED IN ORDER TO PROCESS THIS LICENSE APPLICATION

I, (print name) Skylar Swenson, agree to strictly comply with all the laws of the State of Minnesota governing the taxation of business and all ordinances of the City of Waconia, and that I intend to comply with the special event policy as well as any conditions of approval that may be placed on the permit if granted. I understand I can review all City ordinances on the City website or in the City Hall's Office.

I affirm I have no intention or agreement to transfer the permit being applied for to another person or entity, or to allow any other person or entity to operate under the authority of the permit. I understand that by submitting this application, I hereby consent to allow the appropriate City personnel, or any authorized representative or agents, to inspect the event premises for the purpose of ensuring compliance with the law and any permit conditions at any time the permit is active. I also understand that a denial of permission for such a lawful inspection of the premises is a violation of the permit provisions.

I hereby certify that I have read and understand every question in this application and that the answer to every question is true to my knowledge, information and belief. I further understand that the giving of false information as part of this application, regardless of when it is discovered, and/or failure to give required pertinent information can constitute cause for denial, suspension, or revocation of any permit issued.

Signature of Applicant  Date 1/13/2025





To Whom it May Concern,

On behalf of Gather and Grow Food Shelf & Connection Center, I am honored to provide this letter of support for Lola's Half Marathon, 10 Mile, & 5K event, benefitting the Gather & Grow Food Shelf. This annual event not only promotes health and wellness within our community but also plays a crucial role in supporting the vital mission of Gather & Grow—ensuring food security for all, especially marginalized and underserved populations.

Gather & Grow Food Shelf's innovative programs have made a significant impact in addressing the pressing issue of food insecurity. The organization exemplifies inclusivity and equity. Events like Lola's Half Marathon serve as a beacon of community spirit, aligning physical fitness with charitable giving to uplift these vulnerable groups.

The synergy between Lola's Half Marathon and Gather & Grow lies in their shared commitment to strengthening community connections. Participants in the event contribute to a cause that transcends the finish line—helping families access nutritious food, fostering dignity, and creating pathways to a healthier future. As a supporter, I am proud to champion an event that embodies resilience, generosity, and togetherness.

We encourage everyone to join this meaningful event—whether as a runner, volunteer, or donor—to amplify the mission of Gather & Grow. Together, we can make strides toward a future where no one in our community has to face hunger.

Thank you for considering and supporting such an impactful initiative. Please feel free to reach out to me at angie@gatherandgrowmn.org if you have any questions or need additional assistance.

With gratitude and full support,

Angie Cruzen

Executive Director, Gather and Grow Food Shelf & Connection Center

angie@gatherandgrowmn.org | 952-960-8219



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		January 21, 2025					
Item Name:		Ordering Improvements for the 2025 Downtown Reconstruction Project					
Originating Department:		Public Services					
Presented by:		Jon Haukaas					
Previous Council Action (if any):		Adopt Resolution No. 2024-289 Receiving Feasibility Report & Calling Hearing on Improvements					
Item Type (X only one):	☐ Consent	☐	☐ Regular Session	☒ X	☐ Discussion Session	☐	
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							
Adopt Resolution No. 2024-039 Ordering Improvements & Preparation of Plans							
EXPLANATION OF AGENDA ITEM <i>(Include a description of background, benefits, and recommendations.)</i>							
The next step in the process of completion of the 2025 Downtown Reconstruction project is the ordering of improvements and plans. The City Council to date has received the feasibility study and conducted the public hearing regarding the project. The project scope includes reconstruction of streets, sidewalks, utilities including water, sewer, and storm water and street lighting. The project area includes: • First Street W from Maple Street S to 50 feet east of Olive Street S • Olive Street S from 50 feet north First Street W to Second Street W • Second Street W from 200 feet west of Olive Street W to Elm Street S • Alley and adjacent parking areas located north of Second Street W, south of First Street W, east of Olive Street S, and west of Elm Street S • Alleys located north of Main Street E, south of Lake Street E, east of Elm Street N, and west of Spruce Street North Some final items of discussion and direction as it relates to preparation of final plans include direction on the options presented for parking on the east block of 1st Street. Staff will walk through these elements at the meeting. <u>Attachments:</u> 1. Resolution No. 2025-039 Ordering Improvements and Preparation of Plans 2. Downtown Reconstruction, Phase 3 - Feasibility Study - Reduced							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:							
Special Assessments, Sewer Fund, Water Fund, Stormwater Fund, PIR Capital Improvement Fund							
Budget Information: ☒ Budgeted ☐ Non Budgeted ☐ Amendment Required				Planning Commission			
				Parks and Recreation Board			
				Safari Island Advisory Board			
				Other			

**CITY OF WACONIA
RESOLUTION NO. 2025-039
RESOLUTION ORDERING IMPROVEMENTS
& PREPARATION OF PLANS**

WHEREAS, a resolution of the City Council adopted December 16, 2024, fixed a date for a Public Hearing on the proposed Downtown Reconstruction, Phase 3 Project, a project consisting of street, drainage and utility improvements to the following:

- First Street W from Maple Street S to 50 feet east of Olive Street S
- Olive Street S from 50 feet north First Street W to Second Street W
- Second Street W from 200 feet west of Olive Street W to Elm Street S
- Alley and adjacent parking areas located north of Second Street W, south of First Street W, east of Olive Street S, and west of Elm Street S
- Alleys located north of Main Street E, south of Lake Street E, east of Elm Street N, and west of Spruce Street N

WHEREAS, ten days' mailed notice and two weeks' published notice of the Public Hearing was given, and the hearing was held thereon on the 21st day of January 2025, at which all persons desiring to be heard were given an opportunity to be heard thereon,

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Waconia, Minnesota,

1. Such improvement is necessary, cost-effective, and feasible as detailed in the Feasibility Study.
2. Such an improvement is hereby ordered as proposed in the City Council Resolution adopted on the 21st day of January 2025.
3. The engineer, Bolton & Menk, Inc., shall prepare plans and specifications for the making of such improvements.
4. The City Council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of tax-exempt bonds.

Adopted by the City Council of the City of Waconia this 21st day of January 2025.

Tim Litfin, Mayor

Attest: _____
Jackie Schulze, City Clerk

FEASIBILITY STUDY

FOR

DOWNTOWN RECONSTRUCTION, PHASE 3

PROJECT

CITY OF WACONIA, MN



DECEMBER 2024

PREPARED BY:
BOLTON & MENK, INC.
2638 SHADOW LANE SUITE 200
CHASKA, MN 55318



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: [952] 448-8838
Fax: [952] 448-8805
Bolton-Menk.com

December 10, 2024

City of Waconia
Attn: Shane Fineran
201 South Vine Street
Waconia, MN 55387

RE: Downtown Reconstruction, Phase 3 Project

Honorable Mayor and City Council Members:

Pursuant to your request we have prepared a Feasibility Study for project components to be included in the Downtown Reconstruction, Phase 3 Project. The project location and the various proposed project components include the following:

- Street and utility reconstruction of 1st Street from Maple Street to Olive Street, Olive Street from 1st Street to 2nd Street, and 2nd Street from City Hall to Elm Street consisting of the following items:
 - Complete street reconstruction
 - Storm sewer replacement/expansion & stormwater treatment
 - Sidewalk replacement/widening
 - Sanitary sewer replacement
 - Water system replacement/upsizing and addition of cathodic protection
 - Irrigation system expansion
- Reconstruction and utility improvements of 1 block of the alley east of Olive Street and north of 2nd Street.
- Reconstruction and paving of 2 blocks of alley east of Elm Street and north of Main Street.
- Parking lot improvement in the public and private parking areas south of 1st Street and west of Elm Street (across the alley from the proposed apartment building project).

This report includes maps and drawings indicating the proposed improvements and a proposed method of financing and funding. I am available to discuss this report and this proposed project at your convenience.

Respectfully Submitted,
Bolton & Menk, Inc.

Jake S. Saulsbury, P.E.

Cc: Jon Haukaas, Public Services Director

Enclosure

FEASIBILITY STUDY
FOR
DOWNTOWN RECONSTRUCTION, PHASE 3 PROJECT
CITY OF WACONIA, MINNESOTA

I hereby certify that this plan, specification, or report was 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.



Jake S. Saulsbury, P.E.

Date: December 10, 2024

Registration No. 42713

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DESCRIPTION

SUMMARY & CONCLUSIONS

A. STUDY SCOPE

It is proposed that improvements to the infrastructure be constructed or reconstructed to provide the public with a sustainable system of roads, utilities, and pedestrian facilities to augment the City with good water quality, greater connectivity among residents, safer traveling for vehicles and pedestrians, and a healthier quality of life. This study investigates the feasibility of the proposed improvements, provides related project cost estimates, and recommends a proposed method for financing and funding the project. The location of these improvements is shown on Figure No. 1.1 in Appendix A and consists of the following project components:

1. Reconstruction of West 1st Street (from Maple Street to Olive Street), South Olive Street (from 1st Street to 2nd Street), 2nd Street (from dead end to Elm Street), alley from Olive Street to Elm Street, alley from Elm Street to Pine Street, alley from Pine Street to Spruce Street, and the parking lot in the southwest corner of Elm Street and First Street:
 - Removal and reconstruction of the entire 66-foot road right-of-way of 1st Street, Olive Street, and 2nd Street.
 - Reconstruction of 1st Street, Olive Street, and 2nd Street to the City's truck route section.
 - Reconstruction of the alleys from Olive Street to Elm Street, Elm Street to Pine Street, and Pine Street to Spruce Street.
 - Replacement of the sanitary sewer system, including service laterals.
 - Replacement and upsizing of the water system, including replacement of hydrants, gate valves, and services.
 - Expansion of irrigation system crossing 1st Street with distribution mains located along 1st Street and Olive Street
 - Replacement and expansion of the existing storm sewer system, including the addition of stormwater treatment.
 - Reconstruction of the existing sidewalks along 1st Street, Olive Street, and 2nd Street.

The City requested two alternatives to be reviewed for 1st Street between Vine Street and Olive Street. The contents of this Feasibility Study and the widths of the roadway, parking areas, and sidewalks contained herein reflect the City's direction.

B. ESTIMATED COSTS, FUNDING, AND FINANCING

Estimated project costs for each of the project components are provided in Appendix A. The project costs are summarized as follows:

1.) Option A or B Street Reconstruction	\$5,035,600
2.) Parking Lot Reconstruction	\$314,600
3.) Utility Reconstruction	\$1,789,800
Total Project Cost - \$7,140,000	

The proposed method of financing for the Downtown Reconstruction, Phase 3 Project is through the sale of a combined bond consisting of a Chapter 429 General Obligation Bond, a Chapter 115 Sanitary Sewer Revenue Bond, and a Chapter 444 Water and Stormwater Revenue Bond. The Chapter 429 Bond would be used for the street/storm sewer reconstruction. The Chapter 115 Bond would be used for the sanitary sewer reconstruction. The Chapter 444 Bond would be used for the watermain reconstruction and miscellaneous drainage improvements. PIR Capital Improvement cash would be used for the sidewalk improvements. This proposed method will be discussed further with the Finance Director and the City's Financial Consultant.

C. OVERALL FEASIBILITY AND COST EFFECTIVENESS

All improvements addressed within this report are feasible from a technical standpoint. This study addresses issues with failing or non-existent infrastructure including street pavement, storm sewer, watermain, sanitary sewer, irrigation, and sidewalk facilities. The improvements are necessary to provide safe and adequate infrastructure and represent cost effective solutions for doing so. Detailed cost estimates for all project components have been completed and are located in Appendix B.

SECTION 1 - INTRODUCTION

A. IMPETUS

The impetus for this report is a request from the City of Waconia to evaluate the feasibility of planned improvements for the upcoming year. Figure No. 1.1 in Appendix A shows the proposed project location for the Downtown Reconstruction, Phase 3 Project.

B. REPORT ORGANIZATION

To address the various projects in an orderly manner, this report is organized into three (3) sections, shown below:

- Section 1 - Introduction
- Section 2 - Street and Utility Reconstruction
- Section 3 - Financing / Funding

SECTION 2 - STREET AND UTILITY RECONSTRUCTION

A. STREET IMPROVEMENTS

Figure No. 2.1 indicates the two proposed street layout options for 1st Street between Vine Street and Olive Street and the proposed improvements on Olive Street and 2nd Street. The street improvements include removal of the existing road sections on each of the highlighted roads and rebuilding them to current city standards, including replacement of existing curb and gutter sections. Options the City requested to be reviewed are outlined below:

1. 1st Street (Maple Street to Vine Street)

The proposed street section for 1st Street from Maple Street to Vine Street consists of a 46-foot-wide street with curb and gutter. The proposed sidewalk on 1st Street between Maple Street and Vine Street would be 5-feet wide on the north side of the roadway and 10-feet on the south side. This street section would approximately match the existing sidewalk widths on 1st Street. Parking on 1st Street between Maple Street and Vine Street would remain parallel parking on both the north and south sides of the roadway. The parking stall count would remain approximately the same as existing on this block of 1st Street.

2. 1st Street (Vine Street to Olive Street) - Option A

The proposed street section for Option A consists of a 48-foot-wide street with curb and gutter, this street width would approximately match the existing roadway. Figure No. 2.1A shows the parallel parking layout on both the north and south sides of 1st Street. Option A would also keep the sidewalk widths approximately the same as existing at 6.5-feet on the north side and 11.5-feet on the south side. The pickup and drop off area in front of the movie theatre would be replaced at the same location with the same geometry.

3. 1st Street (Vine Street to Olive Street) - Option B

The proposed street section for Option B consists of a 48-foot-wide street with curb and gutter, this street width would approximately match the existing roadway. Figure No. 2.1B shows the change to 45-degree angled parking on the

north side of 1st Street and maintaining the parallel parking on the south. To change the north side of the street to 45-degree parking the sidewalk widths need to be adjusted to 8-feet wide on the north and 10-feet wide on the south side of the street. This change is needed to allow for vehicle bumpers to overhang the north curb while still maintaining minimum sidewalk widths for pedestrians. Changing the north side of this block to 45-degree parking would increase the parking stall count by approximately 5. This Option B layout would approximately match the section of 1st Street to the east where 60-degree angled parking exists along the northern side of the road. The 45-degree parking would result in a 3-foot offset in the street center line to the west and a 0-foot to 3-foot offset to the east depending on the future improvements on 1st Street.

4. Olive Street (1st Street to 2nd Street)

The proposed street section for Olive Street from 1st Street to 2nd Street consists of a 48-foot-wide street with curb and gutter. This results in a 4-foot narrowing of the roadway. Parking on both sides of the road would remain parallel parking. The sidewalk on both sides of Olive Street would be 9-feet which would increase the sidewalk width by approximately 2-feet on both sides. This proposed section would match the Downtown Reconstruction Phase 1 street section for Olive Street between 1st Street and Main Street.

5. 2nd Street (Olive Street to Elm Street)

The proposed street section for 2nd Street consists of a 42-foot-wide street with curb and gutter, which reduces the street width by approximately 2.5-feet. 2nd Street is proposed to have an 8-foot sidewalk on the north side of the street and a 6-foot sidewalk with a 4-foot boulevard on the south. The parking arrangement on 2nd Street would remain the same with parallel parking on both sides of the road. With this parking layout there would be 12-foot drive lanes. The properties on the north side of 2nd Street are being redeveloped into an apartment complex. The 8-foot-wide sidewalk adjacent to the building will match the downtown standard of a wider sidewalk with no grass boulevard.

6. 2nd Street (Olive Street to Dead End)

The proposed street section for 2nd Street between Olive Street and the dead end to the west consists of a 28-foot-wide street with curb and gutter, which narrows

the street by approximately 17-feet. This segment of 2nd Street acts as an access to the apartments and a loading area for the business at 132 Olive Street. The street width was reduced to a width that still accommodates large box trucks and large trucks with trailers. There will be no parking on this dead end segment of 2nd Street.

7. Alley Improvements

To comply with the Carver County Water Management Organization (CCWMO) stormwater requirements pertaining to sediment and total suspended solids for the Phase 2 Downtown Reconstruction, the City was required to pave the red rock portions of the alleys between Elm Street and Spruce Street shown on Figure No. 2.2. Approximately 170-feet of the alleys were already paved but in poor condition. It is proposed that the full length of the alleys be reconstructed to reduce future maintenance issues and future costs. The alleys are proposed to be 12-feet wide to reduce conflicts with utility poles, retaining walls, and driveway impacts. The alley between Olive Street and Elm Street will also be reconstructed due to utility improvements and impacts from the developer to construct the apartment building. The alleys will be constructed with a typical section of 2 lifts of bituminous pavement totaling 4.5-inches, an aggregate base depth of 9-inches, and geotextile fabric. As part of the Developer's Agreement, some of the costs associated with reconstructing the alley between Olive Street and Elm Street will be paid for by the developer. The total cost for the alley improvements were divided into a cost per linear foot to appropriately divide the costs between the City and the developer. The total estimated cost for the alley and the associated cost per linear foot can be found in Appendix A. The western 180 feet of the alley would need to be reconstructed under both projects if they were constructed independently resulting in a 50-50 cost share for this section. The eastern 150 feet of the alley between Olive Street and Elm Street only needs to be reconstructed due to apartment construction limits extending into the alley way and the large volume of construction traffic that will rapidly deteriorate the pavement; this results in a 100% developer cost for this section of the alley. The City will receive an estimated \$40,000 from the developer for the estimated developer impacts to the alley.

8. Offsite Parking Lot Improvements

With this project the City reviewed and evaluated the possibility of additional parking areas close to the downtown area. Figure No. 2.3 illustrates one of the potential locations near the intersection of Elm Street and 1st Street. This site would require coordination with the property owner and reserving some parking stalls for tenants. With the preliminary layout shown in Figure No 2.3 it would create a paved and striped lot with approximately 29 parking stalls in the downtown area. This parking lot design has dedicated space for vegetation and reduces the amount of paved surface. The parking lot would be constructed with a typical section of 2 lifts of bituminous pavement totaling 4.5-inches, an aggregate base depth of 9-inches, and geotextile fabric. The total estimated cost for the proposed offsite parking lot improvements is \$314,600 and is considered a non-assessable cost.

Construction of a standard truck route section includes three lifts of bituminous pavement (6.5”), aggregate base (12.0”), and select granular borrow (12.0”) underlain by geotextile fabric. The standard truck route street section will be constructed on top of a compacted subgrade and contain draintile behind the curb. The typical section for the City standard truck route section is shown on Figure No. 2.4. The results of the soils investigation indicate poor soils could be encountered on 1st Street from Maple Street to Olive Street and on Olive Street from 1st Street to 2nd Street. To provide a suitable subgrade, a layer of stabilizing aggregate will likely be needed in these areas. Additional materials above the standard street section are considered extra section items and are therefore not considered to be assessable. Street lighting improvements will take place on 1st Street, Olive Street, and 2nd Street and are a non-assessable cost. The style of fixtures and the layout of the lighting will approximately match the previous two phases of the Downtown Reconstruction project. Additionally, overhead power lines located along Olive Street are planned to be buried as part of the improvements.

The staging for construction will generally fall into two or three construction stages. The first stage of construction would consist of 1st Street between Maple Street and Olive Street. The second phase would be Olive Street from 1st Street to the alley. The third phase would include Olive Street from the alley to 2nd Street, 2nd Street from the dead end to Elm Street, and the alley between Olive Street and Elm Street. Phasing is subject to change

based on findings during final design and/or due to coordination with the proposed development of the apartment building project. Construction phasing may also need adjusting to provide adequate parking, pedestrian access, and business access available at all times. The stages will be continually changing as the work progresses from utilities to street construction and will be adjusted as necessary.

B. STORM SEWER IMPROVEMENTS

The existing storm sewer systems on 1st Street, Olive Street, and 2nd Street will be removed and reconstructed as shown on Figure No. 2.5. New storm sewer is proposed to be constructed in the alley between Olive Street and Elm Street to connect to the proposed stormwater treatment. A weir structure will be installed on Elm Street during the Phase 4 Reconstruction project to divert stormwater runoff on Elm Street into the proposed underground treatment. The Elm Street storm main will experience a decrease in pipe surcharging. The existing drainage patterns will primarily be maintained. Existing storm structures are anticipated to experience surcharging during 5-yr rainfall events.

Additional stormwater treatment will be required in order to meet the Carver County Watershed Management Organization's rules. Due to the limited amount of green space in the right-of-way, underground treatment options were evaluated. Property 24 on Figure No. 3.1 is being redeveloped and there is a partnership between the City and the developer to place the stormwater treatment under the proposed parking lot. See Figure No. 2.6 for stormwater treatment construction. The proposed underground treatment will be SC-740 Stormtech Chambers.

The proposed underground treatment will outlet into a new 24-inch storm pipe connecting down the alley into a catch basin on the west side of Olive Street. Refer to Figure No. 2.5 for structure locations. A weir will be installed in this catch basin to control storm flow. A proposed 18-inch storm sewer pipe will connect this catch basin south to the storm manhole on the northwest corner of the Olive Street and 2nd Street intersection. This proposed 18-inch pipe will allow excess stormwater to bypass the existing 12-inch catch basin outlet which runs behind the theatre to connect to the Vine Street storm main. All bypass stormwater is ultimately routed to the same Vine Street storm sewer manhole. These improvements will allow 10-yr rainfall events to pass without structure surcharging.

Future improvements behind the theatre should replace the existing 12-inch storm sewer pipe with a larger diameter pipe. Once this stretch of pipe is upsized to 24-inch it would allow for passage of a 100-yr rainfall event without structure surcharging.

As part of the development of the lots north of 2nd Street, the developer proposed storm sewer to connect to the existing system on Olive Street. Since the City will be placing the stormwater treatment under the parking lot of the apartment, storm sewer pipe is required to be installed to the existing system on Olive Street. The City will receive approximately \$67,000 for the storm sewer required for the development, and the City will be responsible for any additional structures and oversizing costs.

The total estimated cost for the proposed street and storm sewer reconstruction improvements is \$4,714,800. This amount includes the alley improvements and the offsite parking improvements. Of this amount \$550,100 is considered assessable. Itemized cost estimates are provided in Appendix B of this report. Financing and funding for the entire project is discussed in Section 3.

C. SIDEWALK IMPROVEMENTS

The proposed sidewalk reconstruction locations and alternates are also shown on Figure No. 2.1. The proposed sidewalk on the north and south sides of 1st Street between Maple Street and Vine Street will match the existing sidewalk at approximately 5-feet wide and 10-feet wide, respectively. 1st Street between Vine Street and Olive Street has two options. The first option is to match the existing sidewalk width on both sides of the roadway; 6.5-feet on the north and 11.5-feet on the south. The second option would be to have an 8-foot sidewalk on the north and a 10-foot sidewalk on the south side of the street. Option 2 would result in an increase of 1.5-feet on the north side and narrow the sidewalk width by approximately 1.5-feet on the south side. Olive Street sidewalk will be constructed to a width of 9-feet on both sides of the road which increases the width by approximately 2-feet. The sidewalk widths on 1st Street and Olive Street vary depending on building locations. The sidewalk on the north side of 2nd Street will be reconstructed to a width of 8-feet, this will widen the sidewalk by approximately 4-feet. Since the north side of 2nd Street is being redeveloped into an apartment complex the wider commercial sidewalk will be constructed adjacent to the building. The sidewalk on the south side of 2nd Street will be reconstructed to a width of 6-feet with a 4-foot boulevard, this results in an increase of 1-foot in width. All existing and proposed pedestrian ramps will be constructed to Americans with Disabilities Act (ADA) standards to provide adequate access to all users.

The total estimated cost of the sidewalk improvements is \$635,400 which is not considered an assessable cost. As part of the developer's agreement the developer will provide funds to the City for the sidewalk adjacent to the building on Olive Street and 2nd Street in the amount of \$65,600. The City will also receive an estimated \$41,500 from the developer for the sidewalk adjacent to the building on Elm Street which will be constructed with the Downtown Reconstruction Phase 4 project. An itemized cost is provided in Appendix B of this report. Financing and funding for the entire project is discussed in Section 3.

D. SANITARY SEWER IMPROVEMENTS

The sanitary sewer improvements consist of reconstruction of sewer main, manholes, and sewer services on 1st Street, Olive Street, 2nd Street, and the alley between Olive Street and Elm Street as shown on Figure No. 2.7. The sewer reconstruction consists of replacing the old and deteriorated, clay sewer system with an 8-inch PVC sewer main and with sewer services from the main to the property line. Sanitary manholes will be reconstructed, and new sewer will be stubbed out of the intersections and connected to the existing pipes east of the Olive Street and 1st Street intersection.

The total estimated cost for all of the sanitary sewer improvements is \$588,200. Of this amount, \$244,900 is considered assessable. Itemized cost estimates are provided in Appendix B. Financing and funding is discussed in Section 3.

E. WATERMAIN IMPROVEMENTS

Figure No. 2.8 indicates the proposed watermain improvements. The existing watermain consists of 6-inch main on 1st Street, Olive Street, and 2nd Street. The existing system is aging and is susceptible to breakages and leaks. Breakages and leaks result in high maintenance and repair costs, service disruptions, and saturation of the street subgrade. Therefore, the proposed improvements include removing and replacing the entire watermain system within the street right-of-way and upsizing to a 10-inch main on 1st Street and an 8-inch main on Olive Street and 2nd Street. Replacement includes the mainline, gate valves, hydrants, and services. The watermain reconstruction will stop short of the intersection of 2nd Street and Elm Street in order to not impact that intersection. The new watermain will be stubbed out to the east of the 1st Street and Olive Street intersection and connected to the existing pipes so the intersection will not need to be reconstructed again with future adjacent projects.

Water services along 1st Street and Olive Street will be constructed into the buildings that are adjacent to the road. This will involve connecting inside the buildings and extra work to bore through the foundation walls and make any necessary adjustments to interior connections. Curb stops will be constructed within the city right-of-way for future operation and maintenance needs as standard practice.

The proposed pipe material is polyvinyl chloride pipe (PVC). This pipe is more resistant to corrosion from the in-place clay soils. Previous geotechnical evaluations on adjacent projects included soil resistivity testing to determine how corrosive the in-place soils are. These tests resulted in resistivity values showing the in-place soil to be moderately corrosive. To protect the watermain against corrosion, the following steps will be taken during construction:

- All hydrants and gate valves will be manufactured and secured utilizing stainless steel bolts.
- All fittings will be coated with fusion bonded epoxy.
- All ductile iron pipe, fittings, valves, valve boxes, and hydrant risers will be wrapped in polyethylene encasement material and provided with cathodic protection.

Figure No. 2.9 indicates the proposed irrigation system improvements. The irrigation system improvements will include extending the 4-inch irrigation main across the intersection of 1st street and Olive Street and installing 1-inch mains along 1st Street and Olive Street. The 4-inch main will only be extended to the south side of 1st Street since this is the edge of the downtown service area. The 1-inch mains will be used to water plantings hanging from the light poles. The irrigation system is planned to be switched over to a stormwater reuse system when the stormwater treatment system is constructed. The irrigation system improvements are considered a non-assessable cost.

The total estimated cost for all of the watermain improvements is \$1,201,600. Of this amount, \$393,100 is considered assessable. Itemized cost estimates are provided in Appendix B. Financing and funding is discussed in Section 3.

SECTION 3 - FINANCING / FUNDING

A. FINANCING

The proposed method of financing for the Downtown Reconstruction, Phase 3 Project is through the sale of a combined bond consisting of a Chapter 429 General Obligation Bond, a Chapter 115 Sanitary Sewer Revenue Bond, and a Chapter 444 Water and Stormwater Revenue Bond. The Chapter 429 Bond would be used for the street/storm sewer reconstruction. The Chapter 115 Bond would be used for the sanitary sewer reconstruction. The Chapter 444 Bond would be used for the watermain reconstruction and miscellaneous drainage improvements. PIR Capital Improvement cash would be used for the sidewalk improvements.

It is recommended that the City discuss financing options in more detail with their Financial Consultant. Combining the financing of this project with other possible planned improvements or planned equipment purchases should also be evaluated and discussed.

The total estimated project cost is \$7,140,000. The detailed cost estimates for individual project components are located in Appendix B. The estimates consist of the estimated construction cost based on recent construction bid prices, a 10% allowance for contingencies, and a 30% allowance for bidding, surveying, engineering, property owner coordination, building inspections, construction staking, construction administration, and inspection costs.

B. FUNDING

The different funding sources proposed to be used to service the bond debt include the following:

- Special assessments
- New special debt levy
- Stormwater funds
- Sewer funds
- Water funds
- PIR funds

The City has funds available in the various fund accounts to service the debt. And if necessary, the City also has funds available in the general fund to service the debt.

The following sections provide a cost apportionment and funding source summary for the various project components.

C. STREET / STORM / SIDEWALK RECONSTRUCTION

The total project costs are apportioned as follows:

Item	Cost / FF	City Cost or Assessment	Recommended Funding Source
Sidewalk Construction Cost			
Sidewalk Construction Cost	\$635,400	City	PIR Funds
Total Project Cost:	\$635,400		
Street / Storm Reconstruction Costs			
Extra Section Depth / Width & Parking Lot	\$3,244,000	City	New Special Debt Levy
Street / Storm Reconstruction Cost	\$1,470,800		
Total Street / Storm Reconstruction Cost:	\$4,714,800		
Assessment Calculations			
Standard Street Section Cost	\$1,470,800		
City Contribution (50%)	\$735,400	City	New Special Debt Levy
Assessable Eligible Portion (50%)	\$735,400		
Total Front Footage	2,866.0		
Corner Lot Front Footage (Feet)	379.6		
Assessment Basis Front Footage (Feet)	2,486.3		
Assessable Cost Per Front Foot	\$295.78		
Non-Assessable Front Footage (Feet)	626.5		
Non-Assessable Cost	\$185,300	City	New Special Debt Levy
City Front Footage (Feet)	191.4		
City Front Footage Cost	\$56,600		
Assessment Front Footage (Feet)	1,859.8		
Total Assessed Amount	\$550,100	Assessment	Special Assessments
Total City Cost:	\$4,800,100		
Total Assessed Amount:	\$550,100		
Total Project Cost:	\$5,350,200		

D. SANITARY SEWER

The sanitary sewer proposed for reconstruction services commercial and residential properties. Commercial and multi-family properties are converted to equivalent residential units (ERUs) based on water usage. Three properties exceed the normal water usage for a typical single-family home. These properties and their ERU calculations are as follows:

Property Owner	Property Address	Annual Water Usage (gal)	Daily Water Usage (gal)	Daily Usage / ERU (gal)	*ERUs
JD RENTALS LLPA	125 1ST ST W	425,000	1,165	275	4.0
P & D WACONIA PROPERTIES LLC	119 OLIVE ST S	236,000	647	275	2.0
OLIVE & SECOND LLC	24 2ND ST W	2,812,000 **	7,704 **	275	28.0
	16 2ND ST W				
	8 2ND ST W				
	136 ELM ST S				

* ERUs are rounded down to the nearest 0.5 units

** Estimated usage based on total ERU calculation

On previous projects the portion of the sanitary sewer cost that was assessed consisted of 50 percent of the typical project sanitary sewer cost. Costs related to soil corrections, bypass pumping, and vibration monitoring are isolated as City costs and not included in the assessment calculations.

Also, the unique project area should be taken into account by including non-assessable units. To remain fair and equitable it is recommended to include 5 non-assessable units to account for the City/EDA owned parcels that are not served with sewer or water. Therefore, the project contains 55 sewer units, 50 of which are assessable.

Based on the information and recommendations above, the total project costs for the sanitary sewer component of the proposed project are apportioned as follows:

Item	Cost / Units	City Cost or Assessment	Recommended Funding Source
Total Sanitary Sewer Project Costs			
Typical Sanitary Sewer Project Cost	\$538,900		
City Contribution Cost	\$49,300	City	Sewer Fund
Total Project Cost:	\$588,200		
Assessment Calculations			
Assessment Eligible Portion	\$538,900		
City Contribution (50%)	\$269,500	City	Sewer Fund
Assessable Eligible Portion (50%)	\$269,400		
Sanitary Sewer Units	55.0		
Assessment Per Unit	\$4,898.18		
Assessable Units	50.0		
Non-Assessable Units	5.0		
Non-Assessable Cost	\$24,500	City	Sewer Fund
Total Assessed Amount	\$244,900	Assessment	Special Assessments
Total City Cost:	\$343,300		
Total Assessed Amount:	\$244,900		
Total Project Cost:	\$588,200		

E. WATERMAIN

The watermain proposed for reconstruction services commercial and residential properties. Same as with the sanitary sewer, commercial and multi-family properties are converted to equivalent residential units (ERUs) based on water usage. Three properties exceed the normal water usage for a typical single-family home. These properties and their ERU calculations are as follows:

Property Owner	Property Address	Annual Water Usage (gal)	Daily Water Usage (gal)	Daily Usage / ERU (gal)	*ERUs
JD RENTALS LLPA	125 1ST ST W	425,000	1,165	275	4.0
P & D WACONIA PROPERTIES LLC	119 OLIVE ST S	236,000	647	275	2.0
OLIVE & SECOND LLC	24 2ND ST W	2,812,000 **	7,704 **	275	28.0
	16 2ND ST W				
	8 2ND ST W				
	136 ELM ST S				

* ERUs are rounded down to the nearest 0.5 units

** Estimated usage based on total ERU calculation

On previous projects, the portion of the watermain cost that was assessed consisted of 50 percent of the standard water system cost. Costs related to soil corrections, vibration monitoring, boring, and cathodic protection are isolated as City costs and not included in the assessment calculations.

Similarly to the sanitary sewer methodology, 5 non-assessable units are recommended to be added to account for the unique project area. Therefore, the project contains 56 water units, 51 of which are assessable.

The total project costs for this component of the proposed project are apportioned as follows:

Item	Cost / Units	City Cost or Assessment	Recommended Funding Source
Total Watermain Project Costs			
City Contribution Cost	\$338,300	City	Water Fund
Standard Water System Costs	\$863,300		
Total Project Cost:	\$1,201,600		
Assessment Calculations			
Assessment Eligible Portion	\$863,300		
City Contribution (50%)	\$431,700	City	Water Fund
Assessable Eligible Portion (50%)	\$431,600		
Watermain Units	56.0		
Assessment Per Unit	\$7,707.14		
Assessable Units	51.0		
Non-Assessable Units	5.0		
Non-Assessable Cost	\$38,500	City	Water Fund
Total Assessed Amount	\$393,100	Assessment	Special Assessments
Total City Cost:	\$808,500		
Total Assessed Amount:	\$393,100		
Total Project Cost:	\$1,201,600		

F. OVERALL COST SUMMARY

In summary, a portion of the street and utility reconstruction work will be assessed to benefitting property owners and the remaining work is recommended to be paid by the City. The overall costs for all project components are summed as follows:

Item	Cost	Recommended Funding Source
Assessed Amount (Per Policy)	\$1,188,100	Special Assessments
Developer Cost Sharing	* \$214,100	Developer Costs
Street & Utility Reconstruction (City Cost)	\$5,737,800	Combined Bond Funds & PIR Capital Improvement Funds
Total Overall Project Cost:	\$7,140,000	

- * This includes \$41,500 for the Elm Street sidewalk planned to be constructed with the Downtown Reconstruction, Phase 4 project.

G. ASSESSMENTS

The assessable portion of the street and utility reconstruction work is proposed to be assessed to the benefiting properties in accordance with current City policy as follows:

- Street Reconstruction - 50% Assessed on a Front Footage Basis of Standard City Residential Street
- Storm Sewer Reconstruction - 50% Assessed on a Front Footage Basis
- Sanitary Sewer Reconstruction - 50% Assessed on a Unit Basis
- Watermain Reconstruction - 50% Assessed on a Unit Basis

Some of the project components would not be assessed. These project components include the following:

- Extra Depth and Width of Street Reconstruction
- Parking Lot Reconstruction
- Sidewalk Reconstruction
- Stormwater Treatment
- Sanitary Sewer & Watermain Non-Standard Construction Items
- Irrigation

The current estimated assessable percentage of the street and utility reconstruction project is 16.6%. The minimum required assessable percentage for a Chapter 429 bond is 20.0%. Consistent with City policy and previous assessment projects, a benefit evaluation will be conducted to determine the special benefit amounts. The assessments will be capped at these amounts as determined by this benefit evaluation process. This process is anticipated to lower the assessments and reduce the assessable percentage of the project. Therefore, as discussed in the previous section, a combined bond approach is recommended in order to meet all statutory requirements.

The plans to redevelop the parcels on the north side of 2nd Street are in the final stages, and the City plans to assess the applicable lots at their “highest and best use” as is common practice for assessment and appraisal calculations. These lots include a redevelopment of single-family homes into multi-story apartment building along with two commercial properties. There is a significant difference in the sewer and water usage with this redevelopment. The estimated ERUs for the development property were derived from the water usage of existing apartment complexes within the City. Water usage data for the existing apartments was obtained and broken down into a per unit type ERU. The per unit type ERU was then applied to the proposed number of units of each type for the development. The ERUs for the restaurant area of the development were determined with the same methodology but only used water usage data from restaurants within the project area as comparison. This approach resulted in 23.0 ERU’s for the apartment building and 5.0 ERU’s for the commercial properties, for a total of 28.0 ERU’s.

A copy of the current City assessment policy is included in Appendix C of this report for reference. Located in Appendix A is an assessment area map (Figure 3.1). To follow is the preliminary assessment roll (Table 3.1) for the street and utility reconstruction project area and debt service and proposed funding sources (Tables 3.2).

TABLE 3.1 - PRELIMINARY ASSESSMENT ROLL
DOWNTOWN RECONSTRUCTION, PHASE 3 PROJECT
12/10/2024

PROP. NO.	P.I.D.	OWNER	PROPERTY ADDRESS	OWNER ADDRESS		F/F	*STREET ASSESSMENT	WATERMAIN UNITS	WATERMAIN ASSESSMENT	SANITARY SEWER UNITS	SANITARY SEWER ASSESSMENT	TOTAL ASSESSMENT	**ANNUAL ASSESSMENT PAYMENT
1	750502980	WACONIA SQUARE LLC	236 1ST ST W	7887 E BELLEVIEW AVE	1100 ENGLEWOOD, CO 80111	76.75	\$22,700.89	0.0	\$0.00	0.0	\$0.00	\$22,700.89	\$2,939.87
2	750503030	WACONIA CITY	217 MAIN ST W	201 VINE ST S	WACONIA, MN 55387	88.25	\$26,102.33	0.0	\$0.00	0.0	\$0.00	\$26,102.33	\$3,380.37
3	750502830	WACONIA CITY	NA	201 VINE ST S	WACONIA, MN 55387	15.17	\$4,486.94	0.0	\$0.00	0.0	\$0.00	\$4,486.94	\$581.08
4	750502820	PROMISE COMMUNITY CHURCH	138 1ST ST W	138 1ST ST W	WACONIA, MN 55387	134.66	\$39,829.34	1.0	\$7,707.14	1.0	\$4,898.18	\$52,434.67	\$6,790.53
5	750502800	WACONIA EDA	116 1ST ST W	201 VINE ST S	WACONIA, MN 55387-1337	110.00	\$32,535.48	0.0	\$0.00	0.0	\$0.00	\$32,535.48	\$4,213.49
6	750502790	WACONIA EDA	106 1ST ST W	201 VINE ST S	WACONIA, MN 55387-1337	22.00	\$6,507.10	0.0	\$0.00	0.0	\$0.00	\$6,507.10	\$842.70
7	750502780	JN/JN LLC	100 1ST ST W	5930 BOULDER BRIDGE LN	SHOREWOOD, MN 55331	16.50	\$4,880.32	1.0	\$7,707.14	0.0	\$0.00	\$12,587.47	\$1,630.13
8	750501250	THE CUTTING EDGE SALON OF WACONIA	241 1ST ST W	241 1ST ST W	WACONIA, MN 55387	0.00	\$0.00	0.0	\$0.00	0.0	\$0.00	\$0.00	\$0.00
9	750501260	QVF PROPERTIES LLC	233 1ST ST W	12755 ISLAND VIEW CIR	ROGERS, MN 55374	55.00	\$16,267.74	1.0	\$7,707.14	1.0	\$4,898.18	\$28,873.07	\$3,739.19
10	750501270	S&C PROPERTIES LLC	225 1ST ST W	225 1ST ST W	WACONIA, MN 55387	67.50	\$19,964.95	1.0	\$7,707.14	1.0	\$4,898.18	\$32,570.28	\$4,218.00
11	750501291	SEGNER-PEITZ PROPERTIES LLC	209 1ST ST W	1933 SILVER ST	WACONIA, MN 55387-8613	97.50	\$28,838.27	1.0	\$7,707.14	1.0	\$4,898.18	\$41,443.59	\$5,367.13
12	750501300	STEP WEST LLC	201 1ST ST W	1941 CARDINAL LN STE A	FARIBAULT, MN 55021-4350	27.50	\$8,133.87	1.0	\$7,707.14	1.0	\$4,898.18	\$20,739.20	\$2,685.82
13	750501370	LIFT MANAGEMENT SERVICES LLP	141 1ST ST W	18258 MINNETONKA BLVD STE 205	WAYZATA, MN 55391	27.50	\$8,133.87	1.0	\$7,707.14	1.0	\$4,898.18	\$20,739.20	\$2,685.82
14	750501390	BERRY PROPERTIES LLC	137 1ST ST W	684 EXCELSIOR BLVD, SUITE 210	EXCELSIOR, MN 55331	22.81	\$6,746.68	1.0	\$7,707.14	1.0	\$4,898.18	\$19,352.00	\$2,506.17
15	750501380	PAVING INVESTMENTS LLC	133 1ST ST W	1124 SUGARBUSH LN	WACONIA, MN 55387	32.19	\$9,521.06	1.0	\$7,707.14	1.0	\$4,898.18	\$22,126.39	\$2,865.47
16	750501400	JD RENTALS LLPA	125 1ST ST W	300 W LAKE ST	WACONIA, MN 55387	51.00	\$15,084.63	4.0	\$30,828.57	4.0	\$19,592.73	\$65,505.93	\$8,483.32
17	750501420	SPIRIT MASTER FUNDING X LLC	101 1ST ST W	6632 TELEGRAPH RD # 193	BLOOMFIELD HILLS, MI 48301-3011	163.00	\$48,211.67	1.0	\$7,707.14	1.0	\$4,898.18	\$60,816.99	\$7,876.08
18	750501520	GERALD A & JANE M EVESLAGE	41 1ST ST W	281 LAKEVIEW TERRACE BLVD	WACONIA, MN 55387	42.00	\$12,422.64	1.0	\$7,707.14	1.0	\$4,898.18	\$25,027.96	\$3,241.24
19	750501540	JDS LLC	115 OLIVE ST S	8820 ISLAND VIEW RD	WACONIA, MN 55387-9605	25.00	\$7,394.43	1.0	\$7,707.14	1.0	\$4,898.18	\$19,999.75	\$2,590.06
20	750501530	P & D WACONIA PROPERTIES LLC	119 OLIVE ST S	119 OLIVE ST	WACONIA, MN 55387-1421	75.00	\$22,183.28	2.0	\$15,414.29	2.0	\$9,796.36	\$47,393.93	\$6,137.73
21	750501340	OLIVE STREET PARTNERS LLC	132 OLIVE ST S	132 S OLIVE ST	WACONIA, MN 55387	133.50	\$39,486.24	1.0	\$7,707.14	1.0	\$4,898.18	\$52,091.57	\$6,746.10
22	754800010	WACONIA CITY	201 VINE ST S	201 VINE ST S	WACONIA, MN 55387	88.00	\$26,028.39	0.0	\$0.00	0.0	\$0.00	\$26,028.39	\$3,370.79
23	750501511	STEVEN J YETZER	125 OLIVE ST S	PO BOX 51	WACONIA, MN 55387	78.50	\$23,218.50	1.0	\$7,707.14	1.0	\$4,898.18	\$35,823.83	\$4,639.35
24	PENDING / 750501505	OLIVE AND SECOND LLC (INCLUDES PENDING SALES OF PROPERTIES OWNED BY STEVEN YETZER & CITY OF WACONIA)	24 2ND ST W	PO BOX 51	WACONIA, MN 55387	204.25	\$60,412.47	28.0	\$215,800.00	28.0	\$137,149.09	\$413,361.56	\$53,532.21
	PENDING / 750501480		16 2ND ST W	332 WEST 4TH STREET	WACONIA, MN 55387								
	PENDING / 750501460		8 2ND ST W	332 WEST 4TH STREET	WACONIA, MN 55387								
	PENDING / 750501450		136 ELM ST S	136 SOUTH ELM STREET	WACONIA, MN 55387								
25	750500580	JESSE AND JAMIE BERSTROM LIVING TRUST	41 2ND ST W	41 2ND ST W	WACONIA, MN 55387-1402	41.25	\$12,200.81	1.0	\$7,707.14	1.0	\$4,898.18	\$24,806.13	\$3,212.51
26	750500590	MICHAEL DEHN	25 2ND ST W	25 2ND ST W	WACONIA, MN 55387-1402	82.50	\$24,401.61	1.0	\$7,707.14	1.0	\$4,898.18	\$37,006.94	\$4,792.57
27	750500600	MARWAY PROPERTIES LLC	208 ELM ST S	17400 ERKIUM ST NW	RAMSEY, MN 55303	82.50	\$24,401.61	1.0	\$7,707.14	1.0	\$4,898.18	\$37,006.94	\$4,792.57
						1,859.83							

*Cost per FF = \$295.78 (Original Calculation)

**Based on a 5.00% Interest Rate and a 10 Year Term.

Totals:	\$550,095.13	51.0	\$393,064.29	50.0	\$244,909.09	\$1,188,068.51	\$153,860.31
TOTAL FRONT FOOTAGE:	2,866.00						
CORNER LOT CREDIT:	379.67						
ASSESSMENT BASIS FRONT FOOTAGE:	2,486.33						
NON-ASSESSABLE FRONT FOOTAGE:	626.50						
ASSESSMENT FRONT FOOTAGE:	1,859.83						

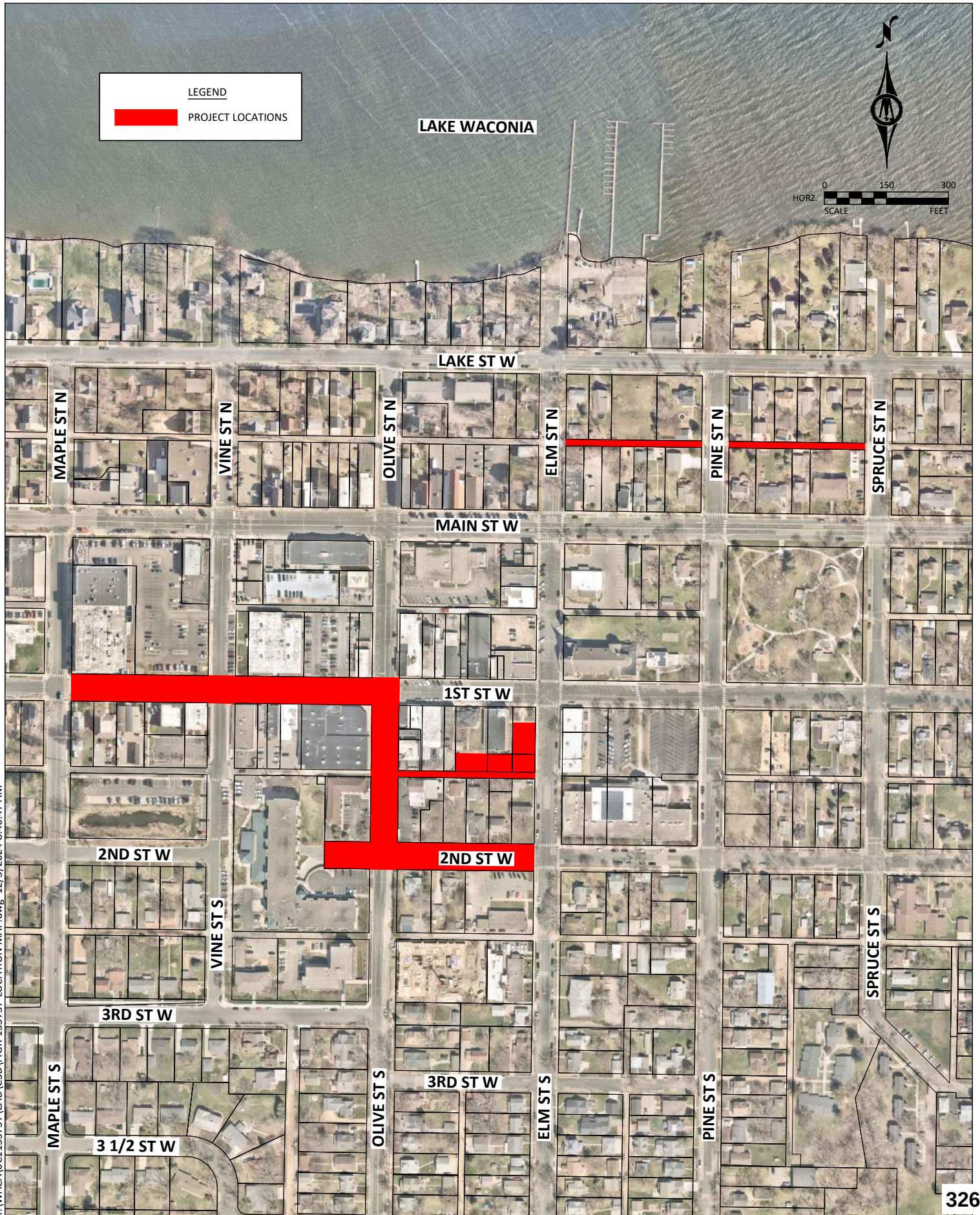
TABLE 3.2
DEBT SERVICE & PROPOSED FUNDING SOURCES
FOR
DOWNTOWN RECONSTRUCTION, PHASE 3 PROJECT
12/10/2024

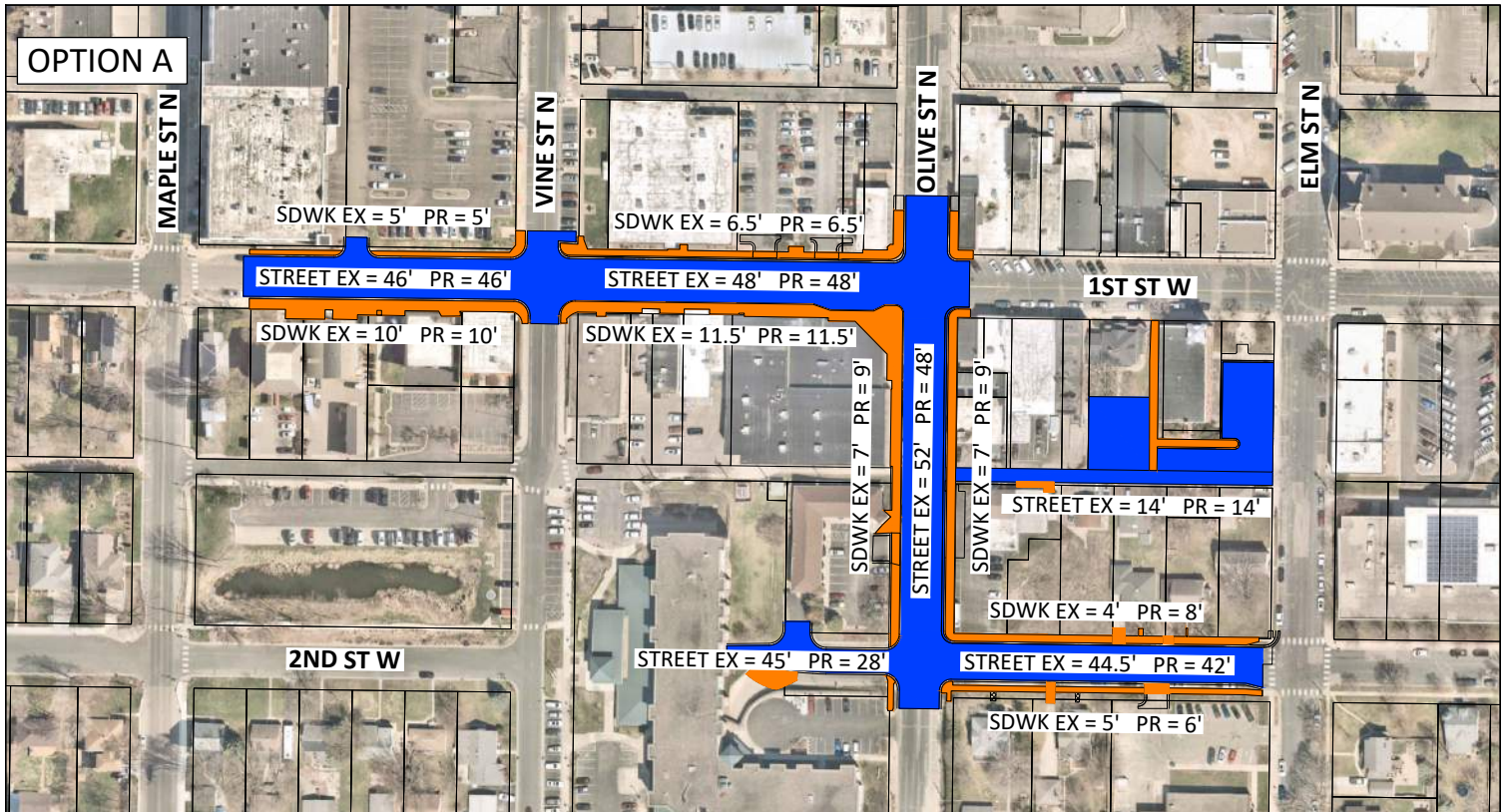
PROPOSED PROJECTS	TOTALS				DEBT SERVICE / FUNDING SOURCE							RECOMMENDED FINANCING OPTION
	TOTAL PROJECT COST	TOTAL ASSESS. AMOUNT	TOTAL CITY COST	TOTAL ASSESS. %	TOTAL DEBT SERVICE	DEBT SVC ASSMT REVENUE	DEBT SVC GENERAL/ PIR FUND	DEBT SVC STM WTR FUND	DEBT SVC SEWER FUND	DEBT SVC WATER FUND	TOTAL REVENUE	
STREET & UTILITY RECONSTRUCTION	\$7,140,175	\$1,188,069	\$5,952,105	16.6%	\$880,319	\$146,478	\$586,890	\$49,316	\$28,406	\$69,228	\$880,319	\$7,200,000
TOTALS:	\$7,140,175	\$1,188,069	\$5,952,105	16.6%	\$880,319	\$146,478	\$586,890	\$49,316	\$28,406	\$69,228	\$880,319	Combined Bond

Notes:
1.) All Debt Service Projections are Based on a 10-Year Bond At 4.0%.
2.) Actual Assessment Revenue Debt Service Will Be Based On Interest Rate 1.0% Above Bonding Cost (=4.0% + 1.0% = 5.0%) With a 10-Year Term.
3.) Amounts Shown Do Not Include Any Grant Funds Which May Reduce the Required Payment Amounts.

APPENDIX A

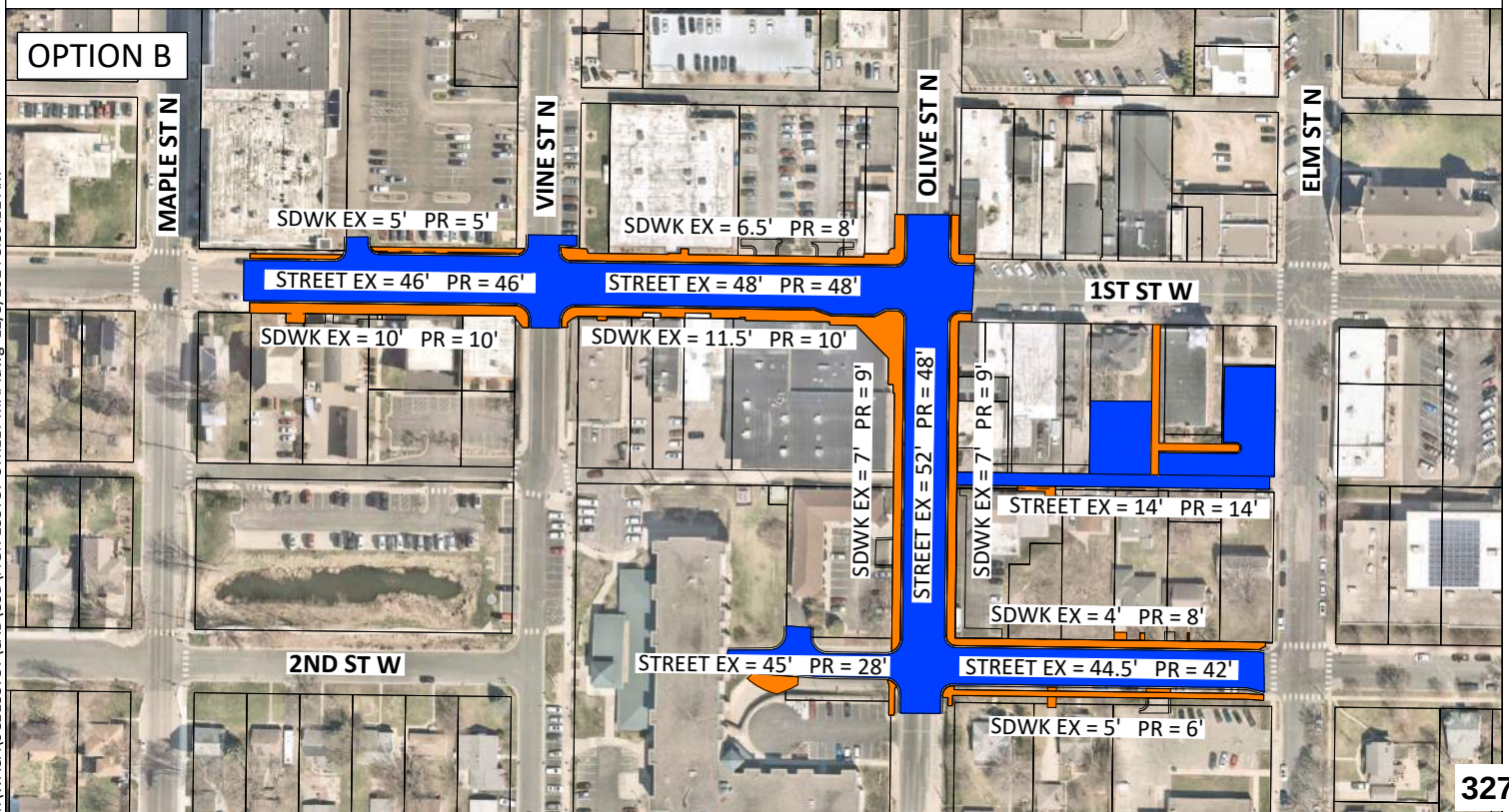
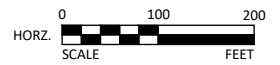
FIGURES

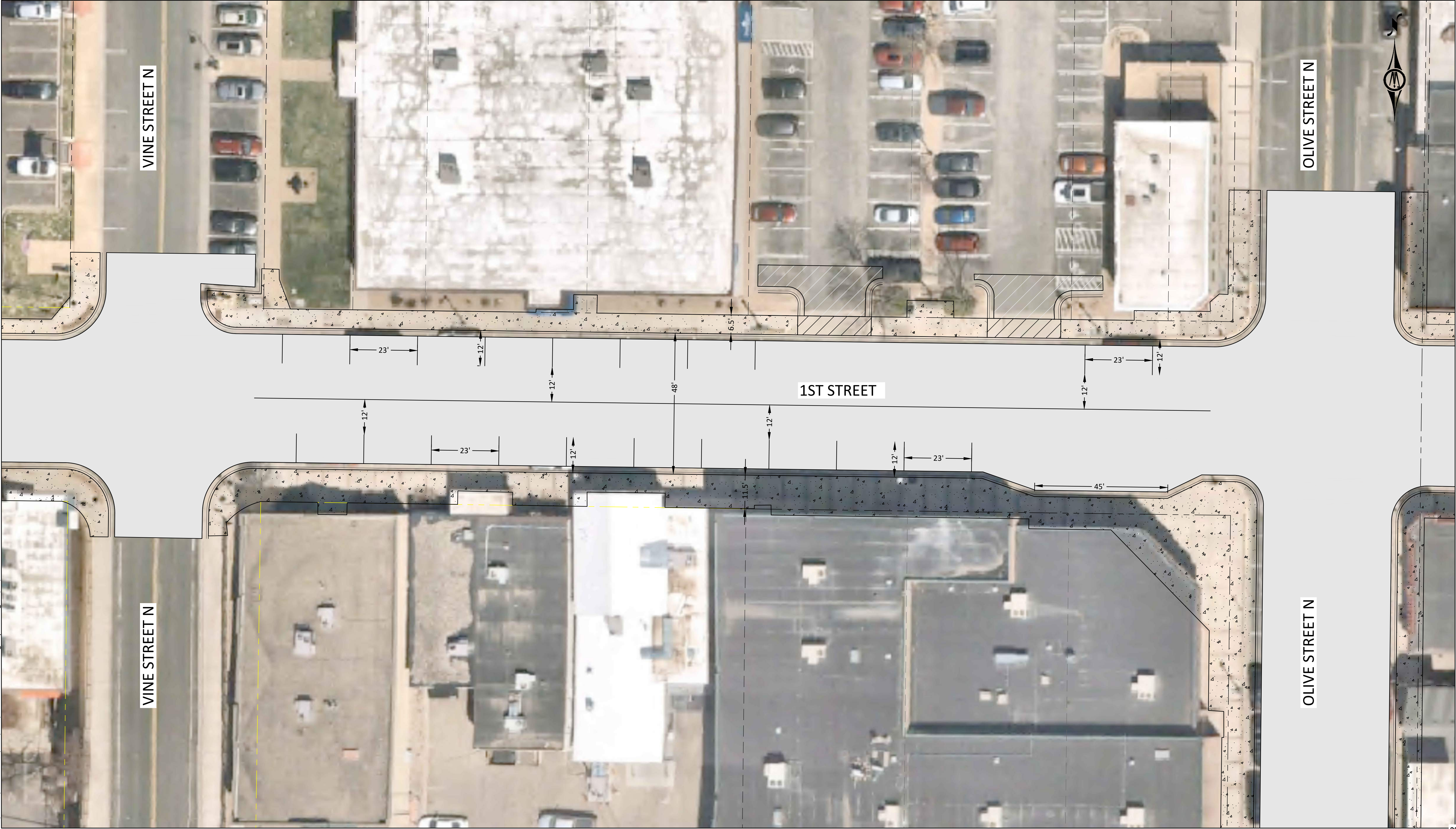
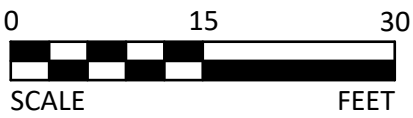


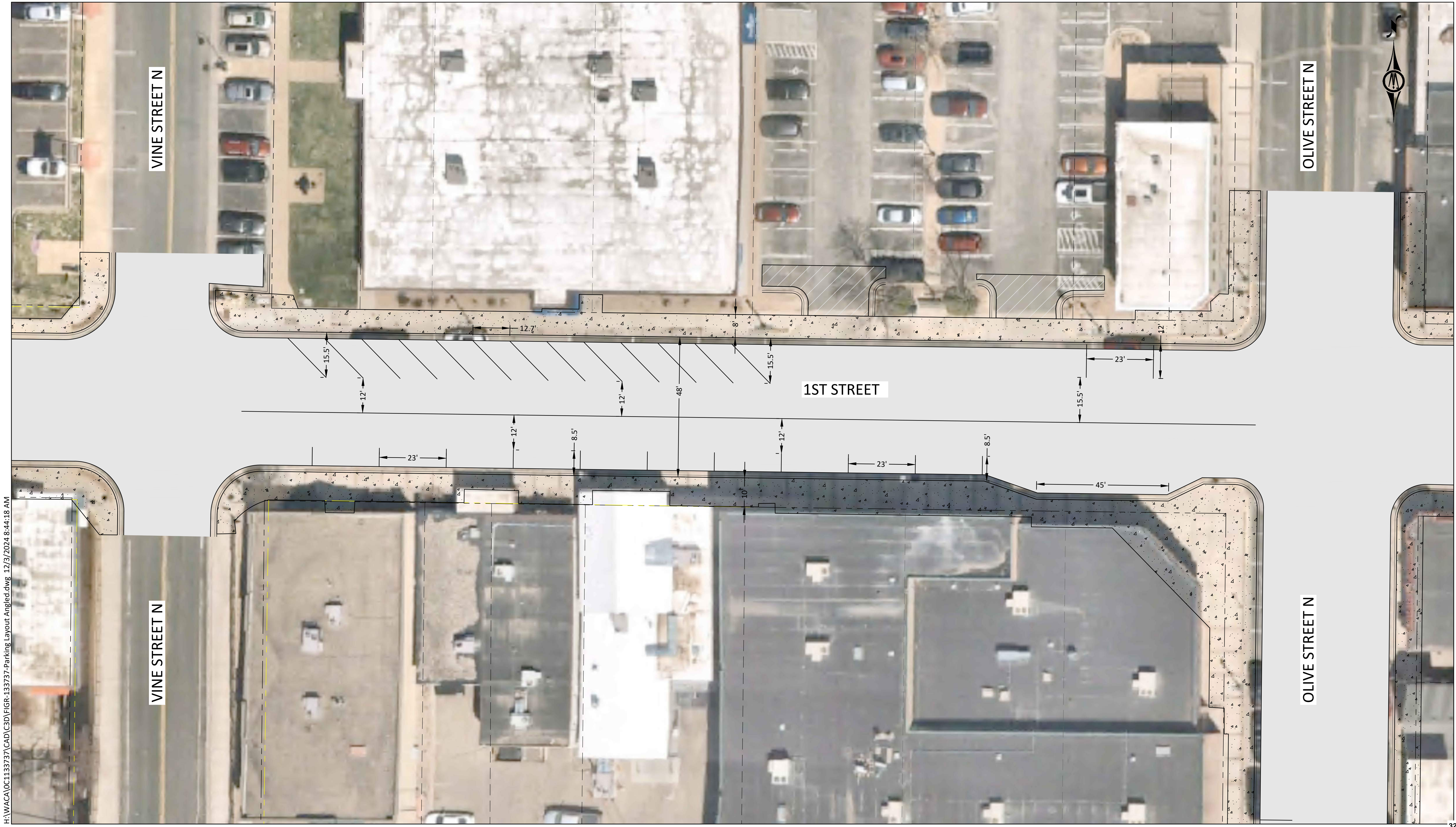
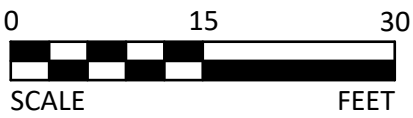


LEGEND

- PROPOSED STREET RECONSTRUCTION
- PROPOSED SIDEWALK RECONSTRUCTION



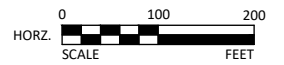


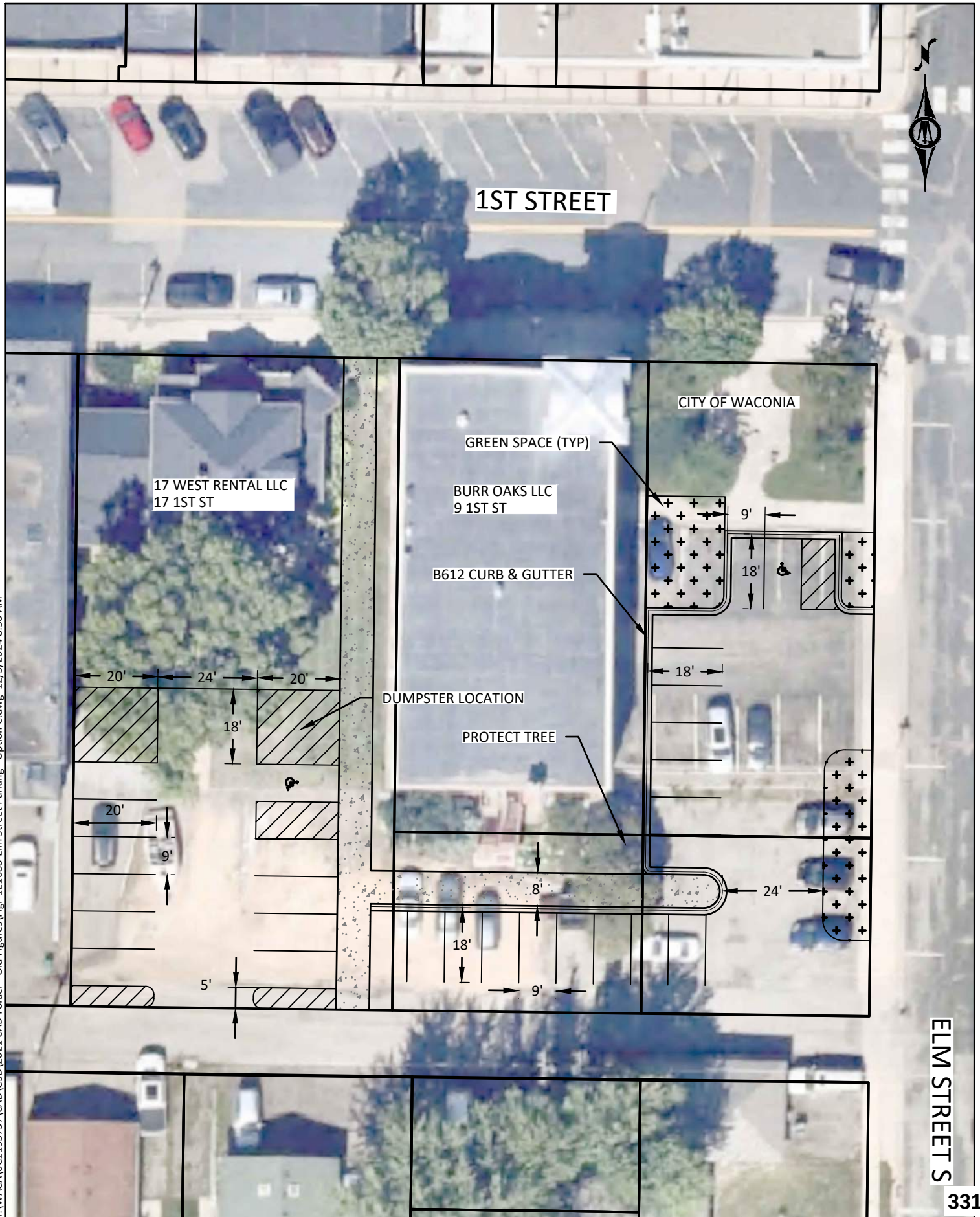
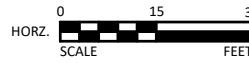


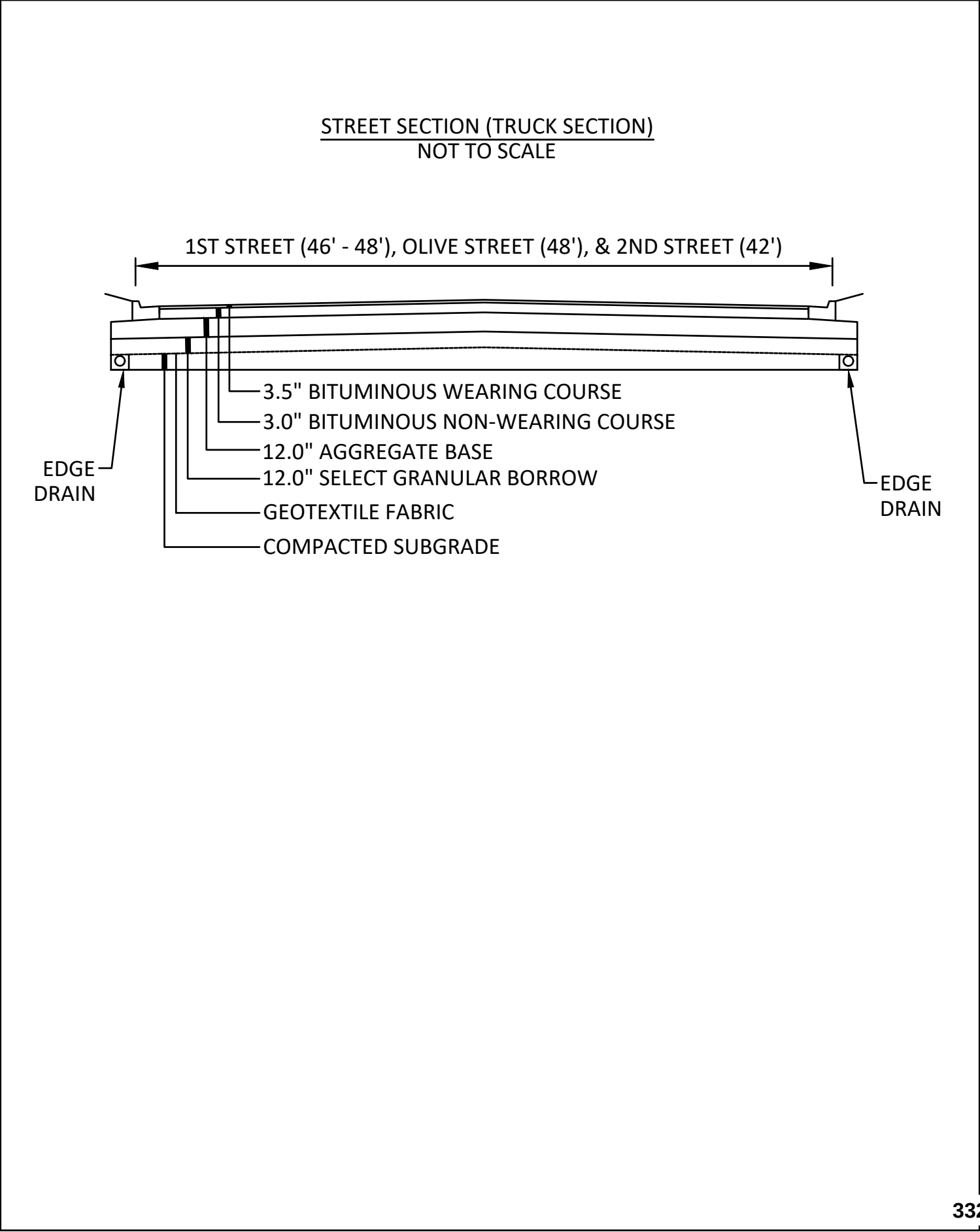


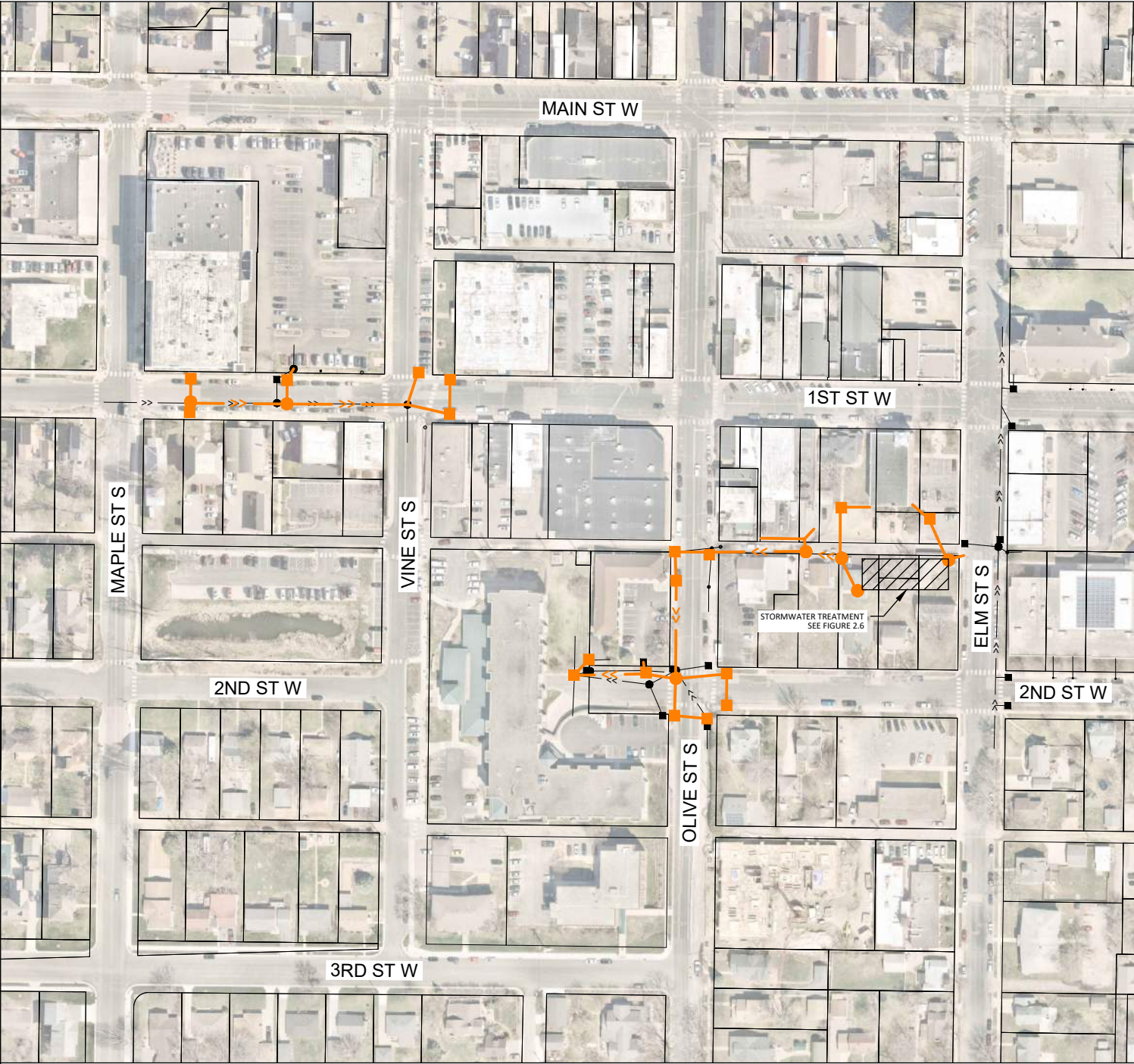
LEGEND

- PROPOSED STREET RECONSTRUCTION
- PROPOSED SIDEWALK RECONSTRUCTION









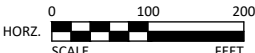
LEGEND

— << — << — EXISTING STORM SEWER

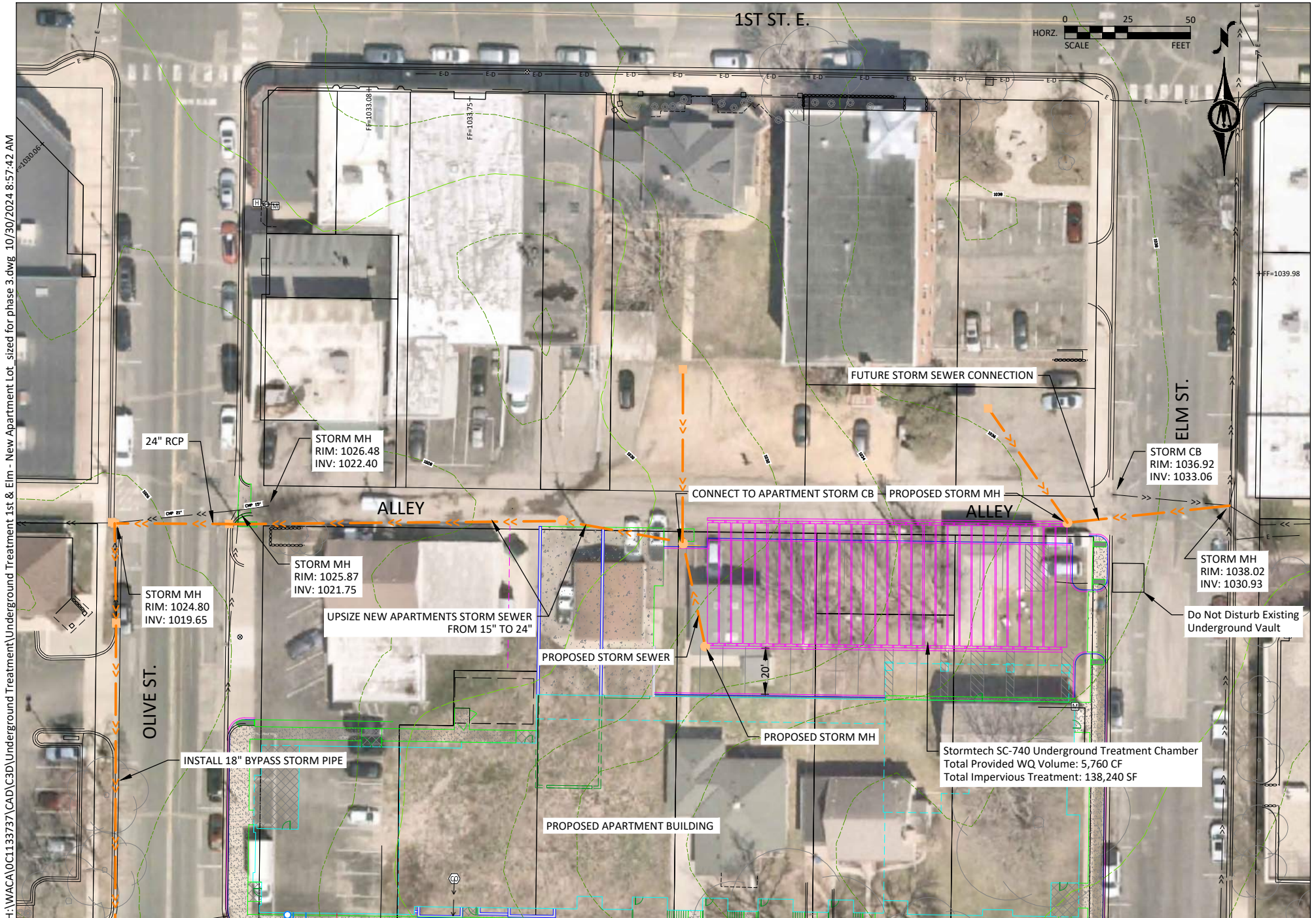
— << — << — CONSTRUCT STORM SEWER

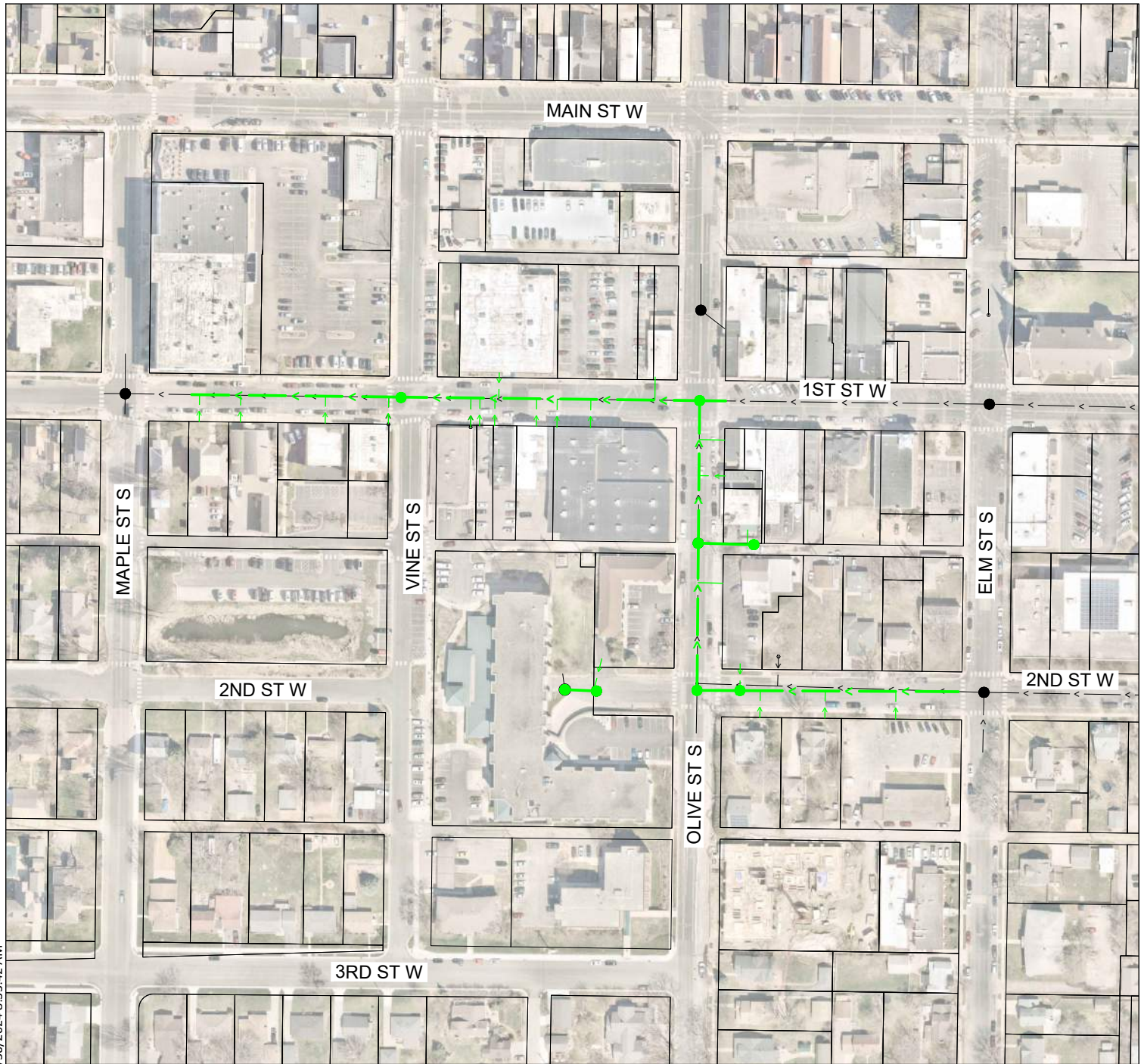
● CONSTRUCT MANHOLE

■ ○ CONSTRUCT CATCH BASIN

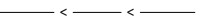
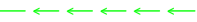



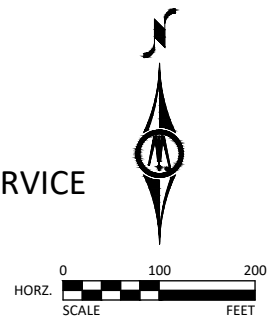
HORIZ. SCALE FEET

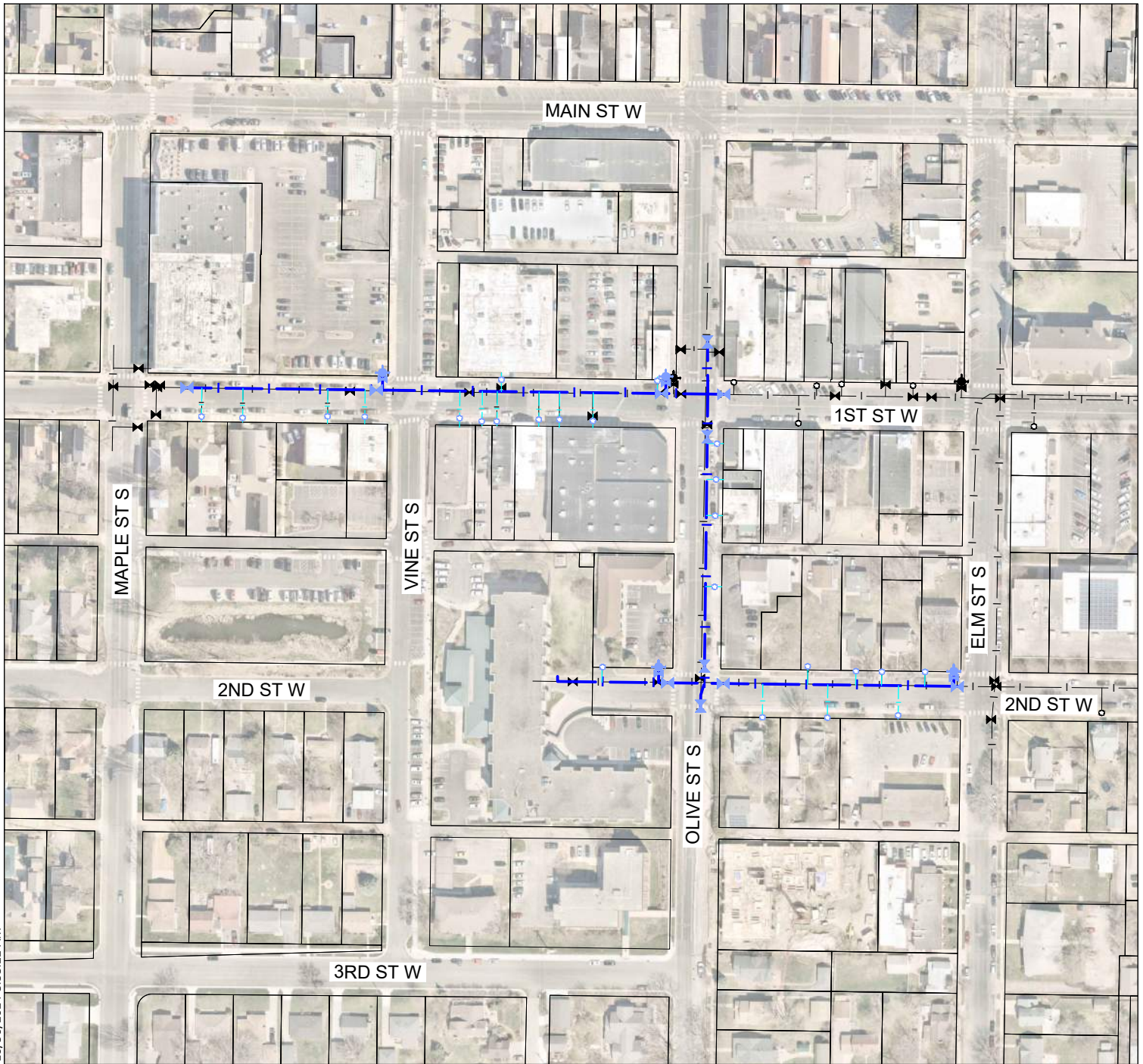


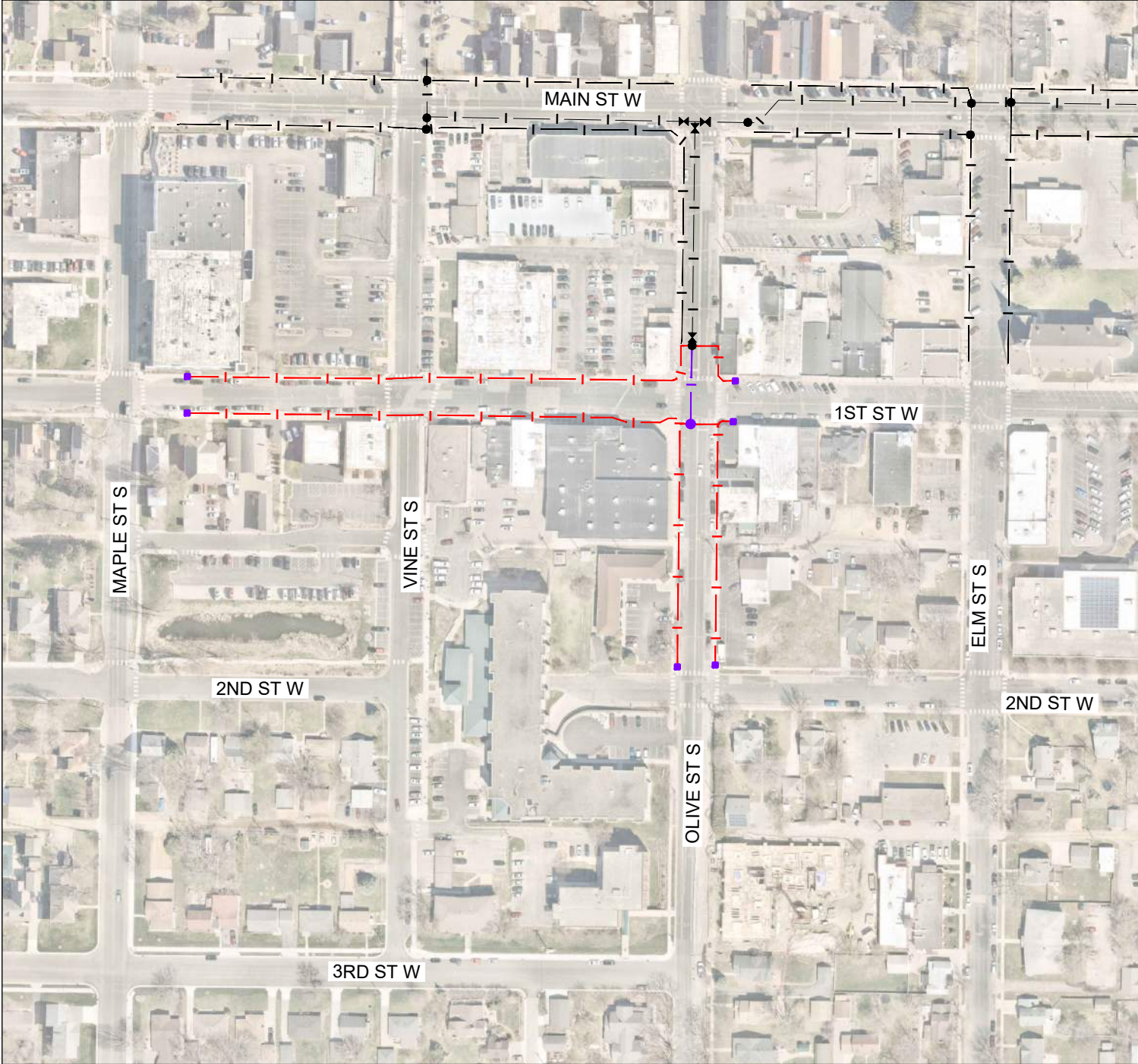


LEGEND

-  EXISTING SANITARY SEWER
-  REPLACE SANITARY SEWER
-  REPLACE SANITARY SEWER SERVICE
-  REPLACE MANHOLE







LEGEND

— | — | — | — EXISTING IRRIGATION SYSTEM

— | — | — | — 4" IRRIGATION MAIN

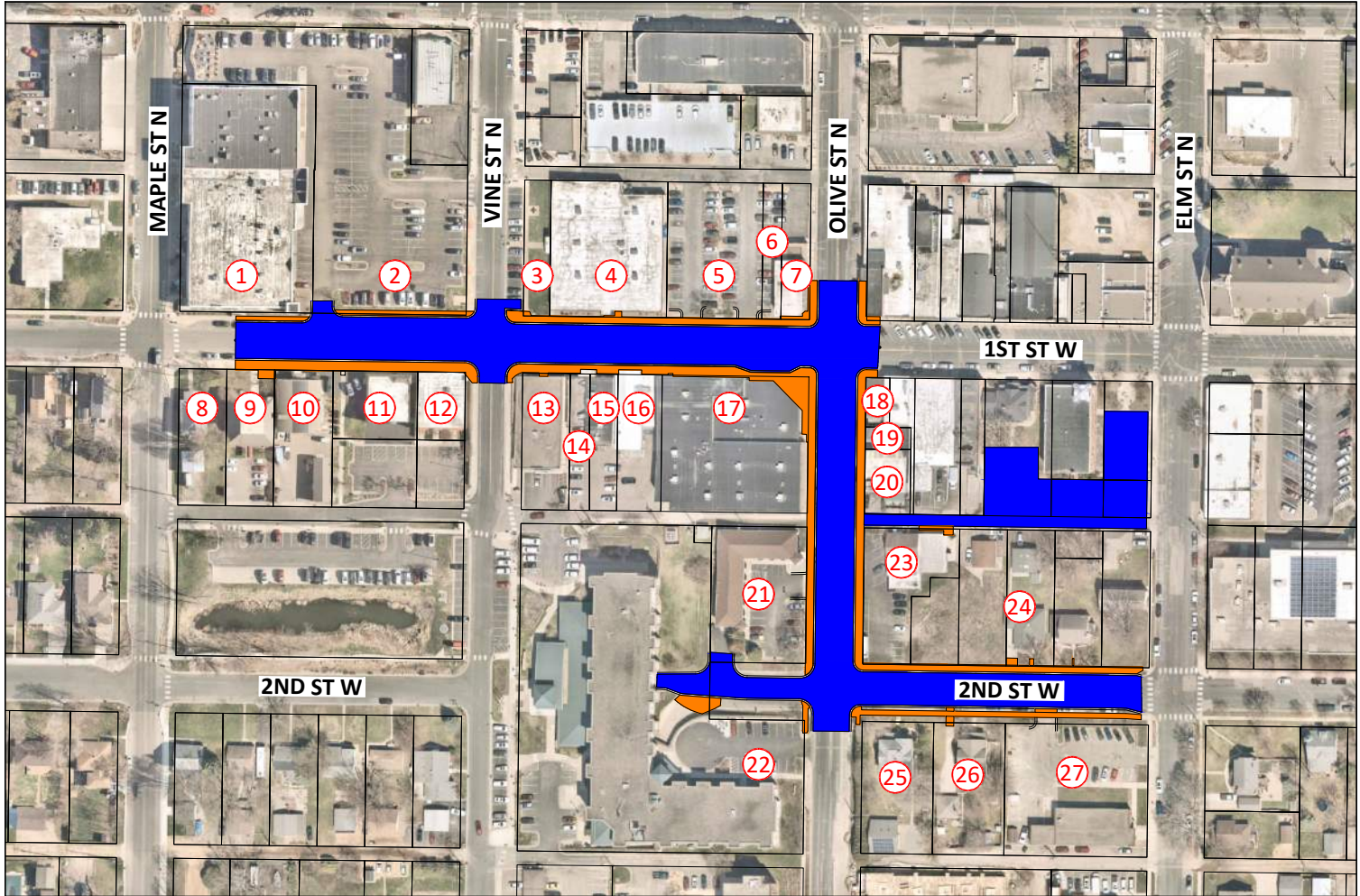
— | — | — | — 1" IRRIGATION PIPE

● ACCESS MANHOLE

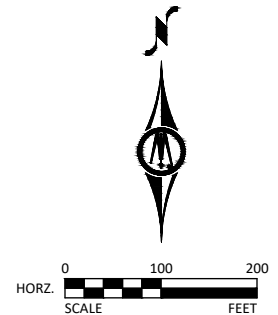
■ BLOWOFF IN CONCRETE MANHOLE



0 100 200
 HORZ. SCALE FEET



PROP. NO.	P.I.D.	OWNER	PROPERTY ADDRESS
1	750502980	WACONIA SQUARE LLC	236 1ST ST W
2	750503030	WACONIA CITY	217 MAIN ST W
3	750502830	WACONIA CITY	NA
4	750502820	PROMISE COMMUNITY CHURCH	138 1ST ST W
5	750502800	WACONIA EDA	116 1ST ST W
6	750502790	WACONIA EDA	106 1ST ST W
7	750502780	JNIN LLC	100 1ST ST W
8	750501250	THE CUTTING EDGE SALON OF WACONIA LLC	241 1ST ST W
9	750501260	QVF PROPERTIES LLC	233 1ST ST W
10	750501270	S&C PROPERTIES LLC	225 1ST ST W
11	750501291	SEGNER-PEITZ PROPERTIES LLC	209 1ST ST W
12	750501300	STEP WEST LLC	201 1ST ST W
13	750501370	LIFT MANAGEMENT SERVICES LLP	141 1ST ST W
14	750501390	BERRY PROPERTIES LLC	137 1ST ST W
15	750501380	PAVING INVESTMENTS LLC	133 1ST ST W
16	750501400	JD RENTALS LLPA	125 1ST ST W
17	750501420	SPIRIT MASTER FUNDING X LLC	101 1ST ST W
18	750501520	GERALD A & JANE M EVESLAGE	41 1ST ST W
19	750501540	JDS LLC	115 OLIVE ST S
20	750501530	P & D WACONIA PROPERTIES LLC	119 OLIVE ST S
21	750501340	OLIVE STREET PARTNERS LLC	132 OLIVE ST S
22	754800010	WACONIA CITY	201 VINE ST S
23	750501511	STEVEN J YETZER	125 OLIVE ST S
24	PENDING (750501505)	OLIVE AND SECOND LLC (INCLUDES PENDING SALES OF PROPERTIES OWNED BY STEVEN YETZER & CITY OF WACONIA)	24 2ND ST W
	PENDING (750501480)		16 2ND ST W
	PENDING (750501460)		8 2ND ST W
	PENDING (750501450)		136 ELM ST S
25	750500580	JESSE AND JAMIE BERSTROM LIVING TRUST	41 2ND ST W
26	750500590	MICHAEL DEHN	25 2ND ST W
27	750500600	MARWAY PROPERTIES LLC	208 ELM ST S



APPENDIX B

ITEMIZED COST ESTIMATES

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

STREET RECONSTRUCTION (ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$49,000.00	\$49,000.00
2	REMOVE CONCRETE CURB & GUTTER	LIN FT	3,428	\$6.25	\$21,425.00
3	REMOVE BITUMINOUS PAVEMENT	SQ YD	9,090	\$4.00	\$36,360.00
4	REMOVE CONCRETE DRIVEWAY	SQ FT	3,101	\$3.25	\$10,078.25
5	REMOVE BITUMINOUS DRIVEWAY	SQ FT	6,744	\$2.00	\$13,488.00
6	REMOVE PAVER DRIVEWAY	SQ FT	110	\$5.00	\$550.00
7	REMOVE DRAINAGE STRUCTURE	EACH	21	\$600.00	\$12,600.00
8	REMOVE DRAINAGE PIPE	LIN FT	1,177	\$16.00	\$18,832.00
9	COMMON EXCAVATION (EV)	CU YD	5,107	\$26.00	\$132,782.00
10	GEOTEXTILE FABRIC	SQ YD	7,504	\$2.50	\$18,760.00
11	AGGREGATE BASE CLASS 5 (CV) - 8" DEPTH	TON	3,245	\$31.00	\$100,595.00
12	CONCRETE CURB & GUTTER (B618)	LIN FT	3,641	\$25.00	\$91,025.00
13	BITUMINOUS NON-WEAR COURSE - 3.0" DEPTH	TON	1,069	\$85.00	\$90,865.00
14	BITUMINOUS WEAR COURSE - 1.5" DEPTH	TON	535	\$99.00	\$52,965.00
15	3" BITUMINOUS DRIVEWAY	SQ FT	6,774	\$6.25	\$42,337.50
16	6" CONCRETE DRIVEWAY	SQ FT	4,110	\$15.00	\$61,650.00
17	CONSTRUCT DRAINAGE STRUC. DES 2'X3'	EACH	7	\$2,000.00	\$14,000.00
18	CONSTRUCT DRAINAGE STRUC. DES 4020-48	EACH	4	\$7,000.00	\$28,000.00
19	CONSTRUCT DRAINAGE STRUC. DES 4022-48	EACH	9	\$7,000.00	\$63,000.00
20	15" RC PIPE SEWER DES 3006 CL V	LIN FT	781	\$82.00	\$64,042.00
21	18" RC PIPE SEWER DES 3006 CL V	LIN FT	334	\$88.00	\$29,392.00
22	21" RC PIPE SEWER DES 3006 CL V	LIN FT	140	\$90.00	\$12,600.00
23	24" RC PIPE SEWER DES 3006 CL V	LIN FT	172	\$92.00	\$15,824.00
24	CASTING ASSEMBLY (STORM)	EACH	20	\$1,100.00	\$22,000.00
25	ADJUST CASTING (STORM)	EACH	2	\$680.00	\$1,360.00
26	CONNECT TO EXISTING STORM SEWER	EACH	7	\$2,000.00	\$14,000.00
27	LANDSCAPING	ALLOWANCE	1	\$10,000.00	\$10,000.00
28	IRRIGATION & DOG FENCE REPAIR	ALLOWANCE	1	\$1,000.00	\$1,000.00

	SUBTOTAL:	\$1,028,530.75
	CONTINGENCIES (10%):	\$102,853.08
	ESTIMATED CONSTRUCTION COST:	\$1,131,383.83
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):		\$339,415.15
	TOTAL ESTIMATED PROJECT COST:	\$1,470,798.97

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

STREET RECONSTRUCTION (EXTRA SECTION - NON-ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$98,000.00	\$98,000.00
2	TRAFFIC CONTROL	LUMP SUM	1	\$50,000.00	\$50,000.00
3	CLEAR & GRUB TREE	EACH	12	\$1,300.00	\$15,600.00
4	REMOVE CONCRETE STAIRS	SQ FT	168	\$12.00	\$2,016.00
5	REMOVE BITUMINOUS PAVEMENT	SQ YD	539	\$4.00	\$2,156.00
6	REMOVE BITUMINOUS DRIVEWAY	SQ FT	4,379	\$2.00	\$8,758.00
7	REMOVE SIGN	EACH	35	\$350.00	\$12,250.00
8	COMMON EXCAVATION (EV)	CU YD	5,284	\$26.00	\$137,384.00
9	SUBGRADE EXCAVATION (EV)	CU YD	4,269	\$26.00	\$110,994.00
10	GEOTEXTILE FABRIC	SQ YD	4,092	\$2.50	\$10,230.00
11	AGGREGATE BASE CLASS 5 (CV) - 12" DEPTH	TON	1,678	\$31.00	\$52,018.00
12	AGGREGATE BASE CLASS 5 (CV) - 9" DEPTH	TON	870	\$31.00	\$26,970.00
13	AGGREGATE BASE CLASS 5 (CV) - 4" DEPTH	TON	1,619	\$31.00	\$50,189.00
14	STABILIZING AGGREGATE (CV)	CU YD	4,269	\$31.00	\$132,339.00
15	SELECT GRANULAR BORROW (CV) - 12" DEPTH	CU YD	3,575	\$31.00	\$110,825.00
16	BITUMINOUS NON-WEAR COURSE - 3.0" DEPTH	TON	849	\$85.00	\$72,165.00
17	BITUMINOUS WEAR COURSE - 1.5" DEPTH	TON	127	\$99.00	\$12,573.00
18	BITUMINOUS WEAR COURSE - 2.0" DEPTH	TON	716	\$99.00	\$70,884.00
19	BITUMINOUS WEAR COURSE - 3.5" DEPTH	TON	503	\$99.00	\$49,797.00
20	PAVER SIDEWALK	SQ FT	105	\$25.00	\$2,625.00
21	3" BITUMINOUS DRIVEWAY	SQ FT	4,379	\$6.25	\$27,365.63
22	4" SOLID DOUBLE YELLOW LINE	LIN FT	649	\$1.50	\$973.35
23	4" SOLID LINE WHITE	LIN FT	1,000	\$1.25	\$1,250.00
24	PAVEMENT MARKINGS	EACH	3	\$275.00	\$825.00
25	CONCRETE STAIRS	SQ FT	254	\$75.00	\$19,012.50
26	SUMP PUMP SERVICE CONNECTION	EACH	7	\$315.00	\$2,205.00
27	CONSTRUCT DRAINAGE STRUC. DES 4020-48	EACH	3	\$7,000.00	\$21,000.00
28	CONSTRUCT WEIR STRUCTURE	EACH	1	\$12,000.00	\$12,000.00
29	24" RC PIPE SEWER DES 3006 CL V	LIN FT	210	\$92.00	\$19,320.00
30	CASTING ASSEMBLY (STORM)	EACH	3	\$1,100.00	\$3,300.00
31	STORMWATER TREATMENT	LUMP SUM	1	\$325,000.00	\$325,000.00
32	4" PERFORATED EDGE DRAIN	LIN FT	3,537	\$20.00	\$70,740.00
33	4" HDPE DRAIN TILE CLEANOUT	EACH	12	\$300.00	\$3,600.00
34	6" PVC DRAINTILE	LIN FT	300	\$23.00	\$6,900.00
35	CONNECT TO EXISTING DRAINTILE	EACH	6	\$1,300.00	\$7,800.00
36	ROCK CONSTRUCTION ENTRANCE	EACH	3	\$2,000.00	\$6,000.00
37	SOD TYPE LAWN	SQ YD	2,303	\$14.00	\$32,235.00
38	TOPSOIL BORROW (LV)	CU YD	330	\$45.00	\$14,852.25
39	FURNISH & INSTALL SIGN	EACH	35	\$475.00	\$16,625.00
40	2 1/2" CALIPER DECIDUOUS TREE	EACH	12	\$900.00	\$10,800.00
41	BUSINESS SIGNAGE	ALLOWANCE	1	\$15,000.00	\$15,000.00
42	REPAIR EXTERIOR BUILDING FAÇADE	ALLOWANCE	1	\$20,000.00	\$20,000.00
43	STREET LIGHTING & WAYFINDING SIGNAGE	LUMP SUM	1	\$300,000.00	\$300,000.00
44	BURY OVERHEAD POWER	LUMP SUM	1	\$50,000.00	\$50,000.00
45	BURY ELECTRIC SERVICE	EACH	4	\$5,000.00	\$20,000.00
46	CONSTRUCTION TRAILER MOBILIZATION & SETUP	LUMP SUM	1	\$4,000.00	\$4,000.00
47	LANDSCAPING	ALLOWANCE	1	\$10,000.00	\$10,000.00

	SUBTOTAL:	\$2,048,576.73
	CONTINGENCIES (10%):	\$204,857.67
	ESTIMATED CONSTRUCTION COST:	\$2,253,434.40
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):		\$676,030.32
TOTAL ESTIMATED PROJECT COST:		\$2,929,464.72

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

PARKING LOT RECONSTRUCTION (NON-ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$7,000.00	\$7,000.00
2	TRAFFIC CONTROL	LUMP SUM	1	\$1,500.00	\$1,500.00
3	ROCK CONSTRUCTION ENTRANCE	EACH	1	\$2,000.00	\$2,000.00
4	REMOVE CONCRETE CURB & GUTTER	LIN FT	123	\$6.25	\$768.75
5	CLEAR & GRUB TREE	EACH	4	\$1,300.00	\$5,200.00
6	REMOVE BITUMINOUS PAVEMENT	SQ YD	947	\$4.00	\$3,788.00
7	REMOVE CONCRETE DRIVEWAY/WALK	SQ FT	1,927	\$3.25	\$6,262.75
8	COMMON EXCAVATION (EV)	CU YD	867	\$26.00	\$22,542.00
9	SUBGRADE EXCAVATION (EV)	CU YD	73	\$26.00	\$1,898.00
10	GEOTEXTILE FABRIC	SQ YD	1,721	\$2.50	\$4,302.50
11	AGGREGATE BASE CLASS 5 (CV) - 9" DEPTH	TON	877	\$31.00	\$27,187.00
12	STABILIZING AGGREGATE (CV)	CU YD	73	\$31.00	\$2,263.00
13	BITUMINOUS NON-WEAR COURSE - 3.0" DEPTH	TON	253	\$85.00	\$21,505.00
14	BITUMINOUS WEAR COURSE - 1.5" DEPTH	TON	127	\$99.00	\$12,573.00
15	CONSTRUCT DRAINAGE STRUC. DES G	EACH	1	\$2,500.00	\$2,500.00
16	CONSTRUCT DRAINAGE STRUC. DES 2'X3'	EACH	1	\$3,750.00	\$3,750.00
17	15" RC PIPE SEWER DES 3006 CL V	LIN FT	150	\$82.00	\$12,300.00
18	CASTING ASSEMBLY (STORM)	EACH	3	\$1,100.00	\$3,300.00
19	CONNECT TO EXISTING ROOF DRAIN	EACH	2	\$1,000.00	\$2,000.00
20	STORM DRAIN INLET PROTECTION	EACH	8	\$150.00	\$1,200.00
21	BIOROLL	LIN FT	475	\$3.50	\$1,662.50
22	4" CONCRETE WALK (w/ AGG. CL 5 BASE)	SQ FT	3,101	\$9.25	\$28,684.25
23	PEDESTRIAN RAMP	EACH	3	\$3,500.00	\$10,500.00
24	6" CONCRETE DRIVEWAY	SQ FT	163	\$15.00	\$2,445.00
25	4" SOLID LINE WHITE	LIN FT	3,589	\$1.25	\$4,486.25
26	PAVEMENT MARKINGS	EACH	3	\$275.00	\$825.00
27	SOD TYPE LAWN	SQ YD	128	\$14.00	\$1,792.00
28	TOPSOIL BORROW (LV)	CU YD	17	\$45.00	\$765.00
29	LANDSCAPING	ALLOWANCE	1	\$20,000.00	\$20,000.00
30	REPAIR EXTERIOR BUILDING FAÇADE	ALLOWANCE	1	\$5,000.00	\$5,000.00

<i>SUBTOTAL:</i>	<i>\$220,000.00</i>
<i>CONTINGENCIES (10%):</i>	<i>\$22,000.00</i>
<i>ESTIMATED CONSTRUCTION COST:</i>	<i>\$242,000.00</i>
<i>ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):</i>	<i>\$72,600.00</i>
<i>TOTAL ESTIMATED PROJECT COST:</i>	<i>\$314,600.00</i>

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

SIDEWALK (NON-ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	REMOVE CONCRETE WALK	SQ FT	24,431	\$2.25	\$54,969.75
2	REMOVE RAILING	LIN FT	37	\$15.00	\$551.25
3	4" CONCRETE WALK (w/ AGG. CL 5 BASE)	SQ FT	31,023	\$9.25	\$286,962.75
4	BUSINESS ENTRANCE MODIFICATIONS	ALLOWANCE	1	\$7,500.00	\$7,500.00
5	PEDESTRIAN RAMP	EACH	20	\$3,500.00	\$70,000.00
6	CONSTRUCT RETAINING WALL	SQ FT	320	\$55.00	\$17,600.00
7	METAL RAILING	LIN FT	32	\$75.00	\$2,362.50
8	CROSSWALK EXPOXY	SQ FT	1,474	\$3.00	\$4,422.00

SUBTOTAL:	\$444,368.25
CONTINGENCIES (10%):	\$44,436.83
ESTIMATED CONSTRUCTION COST:	\$488,805.08
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):	\$146,641.52
TOTAL ESTIMATED PROJECT COST:	\$635,446.60

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

SANITARY SEWER RECONSTRUCTION (ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$18,000.00	\$18,000.00
2	REMOVE SANITARY MANHOLE	EACH	7	\$800.00	\$5,600.00
3	REMOVE SANITARY PIPE	LIN FT	1,874	\$11.00	\$20,614.00
4	REMOVE SANITARY SERVICE PIPE	LIN FT	945	\$5.00	\$4,725.00
5	EXTERNAL CHIMNEY SEAL	EACH	8	\$400.00	\$3,200.00
6	8" PVC PIPE SEWER SDR 35	LIN FT	1,684	\$82.00	\$138,088.00
7	6" PVC PIPE SEWER SERVICE SDR 26	LIN FT	1,010	\$50.00	\$50,500.00
8	8" X 6" SERVICE WYE	EACH	21	\$625.00	\$13,125.00
9	CONSTRUCT SANITARY MANHOLE	EACH	8	\$8,250.00	\$66,000.00
10	CONSTRUCT MANHOLE GREASE TRAP	EACH	1	\$9,500.00	\$9,500.00
11	CASTING ASSEMBLY (SANITARY)	EACH	8	\$1,100.00	\$8,800.00
12	CONNECT TO EXISTING SANITARY SEWER PIPE	EACH	4	\$4,200.00	\$16,800.00
13	CONNECT TO EXISTING SANITARY SERVICE	EACH	25	\$875.00	\$21,875.00

	<i>SUBTOTAL:</i>	<i>\$376,827.00</i>
	<i>CONTINGENCIES (10%)</i>	<i>\$37,682.70</i>
	<i>ESTIMATED CONSTRUCTION COST:</i>	<i>\$414,509.70</i>
<i>ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):</i>		<i>\$124,352.91</i>
<i>TOTAL ESTIMATED PROJECT COST:</i>		<i>\$538,862.61</i>

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

SANITARY SEWER RECONSTRUCTION (NON-ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$2,000.00	\$2,000.00
2	BYPASS PUMPING	LUMP SUM	1	\$15,000.00	\$15,000.00
3	VIBRATION MONITORING	LUMP SUM	1	\$17,500.00	\$17,500.00

	<i>SUBTOTAL:</i>	<i>\$34,500.00</i>
	<i>CONTINGENCIES (10%):</i>	<i>\$3,450.00</i>
	<i>ESTIMATED CONSTRUCTION COST:</i>	<i>\$37,950.00</i>
<i>ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):</i>		<i>\$11,385.00</i>
<i>TOTAL ESTIMATED PROJECT COST:</i>		<i>\$49,335.00</i>

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

WATERMAIN RECONSTRUCTION (ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$29,000.00	\$29,000.00
2	REMOVE WATERMAIN	LIN FT	1,955	\$7.00	\$13,685.00
3	REMOVE WATERMAIN SERVICE	LIN FT	934	\$3.00	\$2,802.00
4	REMOVE GATE VALVE & BOX	EACH	14	\$325.00	\$4,550.00
5	REMOVE HYDRANT	EACH	4	\$500.00	\$2,000.00
6	6" DIP WATERMAIN	LIN FT	256	\$88.00	\$22,528.00
7	8" PVC WATERMAIN	LIN FT	1,177	\$79.00	\$92,983.00
8	10" PVC WATERMAIN	LIN FT	788	\$95.00	\$74,860.00
9	3 LB ANODE	EACH	8	\$150.00	\$1,200.00
10	9 LB ANODE	EACH	10	\$250.00	\$2,500.00
11	WATERMAIN FITTINGS	POUND	2,888	\$16.00	\$46,208.00
12	6" GATE VALVE & BOX	EACH	8	\$3,000.00	\$24,000.00
13	8" GATE VALVE & BOX	EACH	8	\$4,500.00	\$36,000.00
14	10" GATE VALVE & BOX	EACH	4	\$5,500.00	\$22,000.00
15	1" CORPORATION STOP	EACH	24	\$900.00	\$21,600.00
16	1" SERVICE PIPE (OPEN CUT)	LIN FT	536	\$46.00	\$24,656.00
17	1" SERVICE PIPE (PULLED)	LIN FT	660	\$100.00	\$66,000.00
18	HYDRANT	EACH	4	\$8,500.00	\$34,000.00
19	WATER SERVICE CASTING ASSEMBLY	EACH	24	\$450.00	\$10,800.00
20	TRACER WIRE ACCESS BOX	EACH	1	\$300.00	\$300.00
21	TEMPORARY WATER SYSTEM	LUMP SUM	1	\$30,000.00	\$30,000.00
22	CONNECT TO EXISTING WATER SERVICE	EACH	24	\$750.00	\$18,000.00
23	CONNECT TO EXISTING WATERMAIN	EACH	6	\$4,000.00	\$24,000.00

SUBTOTAL:	\$603,672.00
CONTINGENCIES (10%):	\$60,367.20
ESTIMATED CONSTRUCTION COST:	\$664,039.20
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):	\$199,211.76
TOTAL ESTIMATED PROJECT COST:	\$863,250.96

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

WATERMAIN RECONSTRUCTION (NON-ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$12,000.00	\$12,000.00
2	BORE FOUNDATION WALL/REMOVE & REPLACE FLOOR	EACH	14	\$1,300.00	\$18,200.00
3	RESET WATER METER & ADJUST PIPING	EACH	14	\$1,500.00	\$21,000.00
4	MOVE ELECTRICAL GROUND FROM WATER SERVICE	EACH	14	\$500.00	\$7,000.00
5	HAND EXCAVATION TO CONNECT WATER SERVICE (IN CRAWL SPACE)	EACH	14	\$750.00	\$10,500.00
6	CATHODIC PROTECTION TEST STATION	EACH	1	\$2,000.00	\$2,000.00
7	VIBRATION MONITORING	LUMP SUM	1	\$17,500.00	\$17,500.00
8	4" CONDUIT FOR IRRIGATION MAIN	LIN FT	2,304	\$12.00	\$27,648.00
9	1" IRRIGATION MAIN HDD	LIN FT	2,304	\$12.00	\$27,648.00
10	4" IRRIGATION MAIN HDD	LIN FT	116	\$28.00	\$3,248.00
11	CONNECT TO EXISTING IRRIGATION MAIN	EACH	1	\$750.00	\$750.00
12	IRRIGATION ACCESS MANHOLE CASTING	EACH	1	\$1,300.00	\$1,300.00
13	IRRIGATION BLOWOFF STRUCTURE CASTING	EACH	6	\$1,250.00	\$7,500.00
14	IRRIG. CONNECTOR IN PRECAST CONC. HANDHOLE	EACH	12	\$1,800.00	\$21,600.00
15	DUCTILE IRON FITTINGS (IRRIGATION)	LUMP SUM	1	\$5,500.00	\$5,500.00
16	BLOWOFF IN PRECAST CONCRETE HANDHOLE (60")	EACH	6	\$7,500.00	\$45,000.00
17	ACCESS MANHOLE (60")	EACH	1	\$8,200.00	\$8,200.00

SUBTOTAL: \$236,594.00
 CONTINGENCIES (10%): \$23,659.40
 ESTIMATED CONSTRUCTION COST: \$260,253.40
 ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%): \$78,076.02
TOTAL ESTIMATED PROJECT COST: \$338,329.42

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

STORM SEWER IN ALLEY - DEVELOPER COSTS MINUS OVERSIZING

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	CONSTRUCT DRAINAGE STRUC. DES 4020-48	EACH	3	\$8,000.00	\$24,000.00
2	24" RC PIPE SEWER DES 3006 CL V	LIN FT	272	\$92.00	\$25,024.00
3	CASTING ASSEMBLY (STORM)	EACH	3	\$1,100.00	\$3,300.00
4	CONNECT TO EXISTING STORM SEWER	EACH	1	\$2,000.00	\$2,000.00

SUBTOTAL: \$54,324.00
 CONTINGENCIES (10%): \$5,432.40
 ESTIMATED CONSTRUCTION COST: \$59,756.40
 ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%): \$17,926.92
TOTAL ESTIMATED PROJECT COST: \$77,683.32

TOTAL ESTIMATED STORM SEWER OVERSIZING COSTS: \$10,719.96

TOTAL ESTIMATED DEVELOPER COST: \$66,963.36

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

ALLEY COST ESTIMATE

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	COMMON EXCAVATION (EV)	CU YD	257	\$26.00	\$6,682.00
2	SUBGRADE EXCAVATION (EV)	CU YD	20	\$26.00	\$520.00
3	GEOTEXTILE FABRIC	SQ YD	579	\$2.50	\$1,447.50
4	AGGREGATE BASE CLASS 5 (CV) - 9" DEPTH	TON	287	\$31.00	\$8,897.00
5	STABILIZING AGGREGATE (CV)	CU YD	20	\$31.00	\$620.00
6	BITUMINOUS NON-WEAR COURSE - 3.0" DEPTH	TON	91	\$85.00	\$7,735.00
7	BITUMINOUS WEAR COURSE - 1.5" DEPTH	TON	47	\$99.00	\$4,653.00
8	3" BITUMINOUS DRIVEWAY	SQ FT	1,578	\$5.00	\$7,890.00

SUBTOTAL:	\$38,444.50
CONTINGENCIES (10%):	\$3,844.45
ESTIMATED CONSTRUCTION COST:	\$42,288.95
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):	\$12,686.69
TOTAL ESTIMATED PROJECT COST:	\$54,975.64
TOTAL COST PER LINEAR FOOT	<u>\$166.59</u>

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

SIDEWALK (DEVELOPER COST SHARING - OLIVE STREET & 2ND STREET)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	REMOVE CONCRETE WALK	SQ FT	2,252	\$2.25	\$5,067.00
2	4" CONCRETE WALK (w/ AGG. CL 5 BASE)	SQ FT	3,652	\$9.25	\$33,781.00
3	PEDESTRIAN RAMP	EACH	2	\$3,500.00	\$7,000.00

SUBTOTAL:	\$45,848.00
CONTINGENCIES (10%):	\$4,584.80
ESTIMATED CONSTRUCTION COST:	\$50,432.80
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):	\$15,129.84
TOTAL ESTIMATED PROJECT COST:	\$65,562.64

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 3
12/10/2024**

SIDEWALK (DEVELOPER COST SHARING - ELM STREET)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	REMOVE CONCRETE WALK	SQ FT	1,065	\$2.25	\$2,395.58
2	4" CONCRETE WALK (w/ AGG. CL 5 BASE)	SQ FT	1,369	\$9.25	\$12,658.63
3	PEDESTRIAN RAMP	EACH	4	\$3,500.00	\$14,000.00

SUBTOTAL:	\$29,054.20
CONTINGENCIES (10%):	\$2,905.42
ESTIMATED CONSTRUCTION COST:	\$31,959.62
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):	\$9,587.89
TOTAL ESTIMATED PROJECT COST:	\$41,547.51

APPENDIX C

CITY ASSESSMENT POLICY

Section Extracted from City of Waconia Financial Policy & Guidelines
Last Amended June 19, 2017

Special Assessments

The financing for reconstruction projects is through the sale of General Obligation 429 Improvement Bonds. Minnesota State Statute requires a minimum assessed percentage of 20% for projects financed with 429 bonds.

With each reconstruction project, a feasibility study is completed and approved by the City Council. Once a draft of the feasibility study is complete, City staff will share the information with a qualified appraiser to determine the special benefit to each property in the reconstruction area. The City Council will use this appraisal information as a basis for finalizing the special assessments due by property owners for reconstruction projects.

Assessment Policy Summary:

- The portion of the project costs assessed to the abutting property owner shall be based on a linear front footage basis of the parcel or unit basis.
- The City pays 50% of the total project cost of a standard local street section and 100% of the cost of extra width and extra depth above the city standard local street section.
- Storm sewer costs are to be included in the total project cost of a city standard local street, assessed 50% (and City pays 50%), in accordance with the Street Assessment Policy.
- All or some of the following improvements may be incorporated in a reconstruction project. Costs for these improvements will be included in the overall project cost, with a contribution from the City: storm water ponding, street lights, relocation of overhead power lines, street signs, sidewalks and trails, and boulevard trees.
- Corner lots and parcels with multiple frontages shall be assessed 50% of the front footage on each side.
- A minimum assessment shall be levied to parcels identified within the project area having neither direct primary nor non-primary access to affected streets. The assessment shall be equal to 75% of the typical front footage identified within the project area. Parcels abutting county roads are exempt from this provision.
- Assessments will not be levied for seal coat and overlay operations.
- Assessments may be pre-paid to the City by benefiting properties
- Assessments will be billed to the benefiting property owner by the City; typically over a ten (10) year period, at an interest rate of one percent (1%) over the bond interest rate. Other terms of the assessment receivable may be available to the benefiting property owners.
 - For any project, where all the benefiting property owner(s) are governmental entities (school district, county, state, etc.), the City will assess the benefiting property owner(s) the actual bond interest rate, typically over a ten (10) year period.
- In the case where a benefiting property owner is delinquent in their assessment payment, assessments may be certified to real estate taxes over a ten (10) year period, at an interest rate one percent (1%) over the bond interest rate.
- Partial pre-payments for assessments exceeding \$100,000.00 may be accepted by the City.

Infrastructure Improvement Cost Breakdown & Methodology

Improvement	Type of Construction	Method
Curb & Gutter	New Development	100% of the cost assessed to abutting property owner on linear front footage OR unit basis.
	Reconstruction (Complete)	The portion of the project costs assessed to the abutting property owner shall be based on a linear front footage basis of the parcel.
	Reconstruction (Spot repair)	100% of cost to be included in overall cost of project prior to assessment apportionment in accordance with policy.
Local Street	New Development	100% of the cost assessed to abutting property owner on linear front footage OR per unit basis.
	Reconstruction	50% of the cost to be assessed to abutting property owner on linear front footage OR per unit basis. 50% of the cost to be paid by City.
	Maintenance (Seal coat & overlay)	100% Paid with City funds.
Collector Street as defined by the City's Transportation Plan	New Development	100% of the construction cost of a city standard local street assessed to abutting property owner based on linear front footage OR per unit basis.
	Reconstruction	The portion of the project costs assessed to the abutting property owner shall be based on a linear front footage OR per unit basis. City pays 50% of the cost of the construction of city standard local street and 100% of the cost of construction above a city standard local street.
	Maintenance (Seal coat & overlay)	100% Paid with City funds.
Intersection	New Development	100% of the cost to be included as part of street project and apportioned according to appropriate street construction category.
	Reconstruction	100% of cost to be included in overall cost of project prior to assessment apportionment in accordance with policy.
Multiple Fronted Parcels - Corner Lot - Double Fronted Lot - Large Parcels - Etc.	Reconstruction	Front footage to be used in assessment methods described herein shall be calculated as follows: - 50% of the front footage on all sides of the parcel. 50% of the cost to be paid with City funds.

Table continues on next page

Improvement	Type of Construction	Method
Parcels with no driveway access to primary and non-primary streets.	Reconstruction	A minimum assessment shall be levied to parcels identified within the project area having no direct driveway access to neither primary nor non-primary streets, i.e. alley access. The assessment shall be equal to 75% of the typical front footage identified within the project area. Parcels abutting county roads are exempt from this provision.
Alley	New Development	100% of the cost assessed to abutting property owner on linear front footage OR per unit basis.
	Reconstruction	50% of the cost to be assessed to abutting property owner on linear front footage OR per unit basis. 50% of the cost to be paid with City funds.
Sanitary Sewer Trunk/Lateral	New Development	100% of the cost assessed to benefited area on unit basis.
	Reconstruction	50% of the cost assessed to benefited area on unit basis. 50% of the cost to be paid with City funds.
	Maintenance	100% of the cost to be paid with City funds.
Sanitary Sewer Service	New Development	100% of cost assessed to property owner.
	Reconstruction (Including main)	50% of the cost assessed to benefited area on a unit basis. 50% of the cost to be paid with City funds.
	Reconstruction (Stand alone service replacement)	100% of cost assessed to property owner.
Sanitary Sewer Oversizing	New Development	100% paid with City funds. (Materials cost above 8-inch pipe plus 20% for handling and installation.)
	Reconstruction	100% paid with City funds. (Materials cost above 8-inch pipe plus 20% for handling and installation.)
Lift Station	New Development	100% of the cost assessed to benefited area on a per unit basis.
Water Trunk/Lateral	New Development	100% of the cost assessed to benefited area on unit basis.
	Reconstruction	50% of the cost assessed to benefited area on unit basis. 50% of cost to be paid with City funds.
	Maintenance	100% of the cost to be paid with City funds.
Water Service	New Development	100% of cost assessed to property owner.
	Reconstruction (Including main)	50% of the cost assessed to benefited area on a unit basis. 50% of the cost to be paid with City funds.
	Reconstruction (Stand alone service replacement)	100% of cost assessed to property owner.
Water Oversizing	New Development	100% paid with City funds. (Materials cost above 8-inch pipe plus 20% for handling and installation.)
	Reconstruction	100% paid with City funds. (Materials cost above 8-inch pipe plus 20% for handling and installation.)
Storm Sewer Trunk/Lateral	New Development	100% of the cost assessed to benefited area on unit basis.
	Reconstruction	50% of the cost to be assessed to abutting property owner on linear front footage OR per unit basis. 50% of the cost to be paid with City funds.
	Maintenance	100% of the cost to be paid with City funds.
Storm Water Ponding	New Development	100% assessed to development.
	Reconstruction	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
	Maintenance	100% of the cost to be paid with City funds.

Table continues on next page

Improvement	Type of Construction	Method
Overhead Power Lines	Relocation	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
Street Lights	New Development	100% of material and installation cost on a unit basis paid by developer.
	Reconstruction	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
	Maintenance	100% of the cost to be paid with City funds.
Street Signs	New Development	100% of material and installation cost on a unit basis paid by developer.
	Reconstruction	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
	Maintenance	100% of the cost to be paid with City funds.
Sidewalks & Trails	New Development	100% of cost assessed on a unit basis to development.
	Reconstruction	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
	Maintenance	100% of the cost to be paid with City funds.
Boulevard Trees	New Development	100% of cost paid by developer.
	Reconstruction	Cost to be included in overall cost of project prior to assessment apportionment in accordance with policy. City makes contribution to the project.
	Maintenance	100% of the cost to be paid with City funds.

Deferred Special Assessments

Hardship Assessment Deferral for Senior Citizens, People with Disabilities, or Members of the National Guard or other Reserves Ordered to Active Military Service.

Pursuant to the authority for deferring special assessments as provided in Minnesota State Statute Section 435.193 through 435.195, the City Council may, in its discretion, defer the payment of special assessments for any homestead property owned by a person 65 years of age or older, one retired by virtue of a permanent and total disability, or a member of the National Guard or other reserves ordered to active military service for whom it would be a hardship to make the payments.

Eligibility

Any person 65 years of age or older, permanently and totally disabled (as determined by the Social Security Administrator), or a member of the National Guard or other reserve ordered to active military service may request deferment of special assessments levied against real property for public improvements if the following conditions are met.

1. **Ownership.** The applicant must be the fee simple owner of the property or must be a contract vendee for fee simple ownership. An applicant must provide either a recorded deed or contract for deed with the application to establish a qualified ownership interest as required here.
2. **Homestead.** The property must be the applicant's principal place of domicile and classified on the City's and County's real estate tax rolls as the applicant's homestead.

3. Income. The income threshold for eligibility of those applicants 65 years of age and older or disabled be established by the most recent U.S. Census Bureau Poverty Threshold compilations. Income eligibility would be determined by the submittal of the most recent federal tax filing form.

Interest on Deferred Assessment

Interest on the deferred assessment shall be forgiven until December 31st of the year before the first installment is payable.

Deferment Period

The deferment shall be granted for as long a period of time as the hardship exists and the conditions aforementioned have been met. However, it shall be the duty of the applicant to notify the City Administrator of any change in status that would affect eligibility or deferment.

The entire amount of deferred special assessments shall be due within sixty (60) days after loss of eligibility by the applicant. If the special assessment is not paid within the sixty (60) days, the City Administrator shall add thereto interest at a per annum interest rate of one percent (1%) above the bond interest rate and the total amount of principal and interest shall be certified to the County Auditor for collection with taxes the following year. Should the applicant demonstrate to the satisfaction of the City Council that full repayment of the deferred special assessment would cause the applicant particular undue financial hardship, the Council may order that the applicant pay within sixty (60) days a sum equal to the number of installments of deferred special assessments outstanding and unpaid to date, including principal and interest, with the balance thereafter paid according to the terms and conditions of the original special assessments.

Termination of Deferral Status

The option to defer the payment of special assessment shall terminate and all amounts accumulated plus applicable interest shall become due upon the occurrence of any one of the following events:

1. Sale of Property. The subject is sold, transferred, or subdivided in whole or in part.
2. Death of Owner. The death of the fee owner qualified for deferral status unless a surviving joint tenant, tenant in common, or contract vendee is eligible for the deferral benefit provided hereunder.
3. Nonhomestead Property. The subject property loses its homestead status for any reason.
4. No Hardship. The City Council determines that there would be no hardship to require an immediate or partial payment of the deferred special assessment.

Filing for Federal Status/Fee

An eligible applicant must file an application not later than thirty (30) days after the assessment is adopted by the City Council.

All deferral applications must be made on forms approved by the City and submitted to the City Administrator. The applicant will be charged an administrative filing fee, based on the current fee schedule.

Nothing herein shall be construed to prohibit the determination of hardship on the basis of exceptional and unusual circumstances not covered by the above noted requirements where the determination is made in a nondiscriminatory manner and does not give the applicant an unreasonable preference or advantage over other applicants.

Deferred Assessment Procedures

- Deferred Assessment Application form is provided to applicant/property owner by the City Administrator's Office.
- Applicant fills out the application form and provides the relevant information to document qualification for deferred assessment. Applicant then returns form to City Administrator's Office.
- City Administrator forwards the application to the Finance Director for review of qualifications. Finance Director makes recommendation to City Council to approve or deny the application.
- An approved application may be forwarded to the Carver County Recorder's office for recording and to the Carver County Taxpayer Services Division.
- The deferral information is entered into the City's property records data base.
- At such time the property no longer qualifies for the deferred assessment (upon a transfer of the property, loss of homestead status, or death, no hardship as determined by the Council), the County Auditor/Recorder's office will notify the City of the termination of the deferral status, and direct the party to the City Administrator's office to pay balance on the outstanding deferred assessment amount.

7. That my social security number is _____ Spouse _____
8. That on January 2, 20____ or December 1, 20____ I owned and occupied the above property as my homestead and such occupancy began on _____.
9. That the payments for improvements on the special assessments duly adopted by the City of Waconia as of _____ which have been allocated against the subject property would create undue personal hardship on my behalf and I respectfully request that payment be delayed and that such payments be so deferred for the years 20____ to 20____.

Owner Signature

Owner Signature

=====

I, _____, City Clerk of the City of Waconia, Carver County, State of Minnesota, do hereby certify that the application of _____, above named, has been duly reviewed and that in accordance with the minutes of official record was duly
 _____ **APPROVED** _____ **DENIED** as of _____, 20____.

That in accordance with approval granted, that the payment for special assessments on the applicant's subject property in the amount of \$_____ for the year (s) _____ should be so deferred with interest at the annual rate of $\frac{\%}{2}$, until such time as it is deemed the applicant no longer qualifies or the property loses its eligibility.

Dated _____ 20____

City Clerk

10/2/2008

APPENDIX D

GEOTECHNICAL REPORT

July 23, 2024

Project Number: 21-0538

Mr. Colton Lee, P.E.
Bolton & Menk, Inc
2638 Shadow Lane, Suite 200
Chaska, MN 55318

RE: Geotechnical Exploration Report, City of Waconia Downtown Reconstruction Phase 3 and 4, Waconia, Minnesota

Dear Mr. Lee:

We have completed the geotechnical exploration report for the City of Waconia Downtown Reconstruction Phase 3 and 4 project. Very briefly; we advanced 9 soil borings along the various roadways to characterize subsurface soil and groundwater conditions. Below the pavement section the soil borings generally encountered varying thicknesses of Fill and/or buried topsoil underlain predominantly by clayey glacial till soils that extended to the termination depths of the borings. Portions of the Fill and the buried topsoil were organic in composition and are poor quality soils for utility and pavement support.

Groundwater was not encountered in the borings while drilling and sampling or after removing the augers from the boreholes. We generally do not anticipate groundwater will be encountered during utility installation and/or pavement construction.

Specific details regarding our procedures, results and recommendations follow in the attached geotechnical exploration report.

Thank you for the opportunity to assist you on this project. If you have any questions or need additional information, please contact Paul Gionfriddo at 612-729-2959.

Sincerely,

Haugo GeoTechnical Services



Lucas Mol
Project Manager



Paul Gionfriddo, P.E.
Senior Engineer

GEOTECHNICAL EXPLORATION REPORT

PROJECT:

City of Waconia
Downtown Reconstruction Phase 3 and 4
Waconia, Minnesota

PREPARED FOR:

Bolton & Menk, Inc
2638 Shadow Lane, Suite 200
Chaska, MN 55318

PREPARED BY:

Haugo GeoTechnical Services LLC
2825 Cedar Avenue South
Minneapolis, Minnesota 55407

Haugo GeoTechnical Services Project: 24-0344

July 23, 2024

I hereby certify that this plan, specification, or report was 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.



Paul Gionfriddo, P.E.
Senior Engineer
License Number: 23093



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1.0 INTRODUCTION

1.1 Project Description

Bolton & Menk, Inc. is preparing design and construction documents for the City of Waconia Downtown Reconstruction Phase 3 (2025) and 4 (2026) projects

To aid in their design, Bolton & Menk, Inc. solicited bids to complete a geotechnical exploration for the projects. Haugo GeoTechnical Services, LLC (HGTS), the successful bidder was retained to advance 9 soil borings along the streets slated for improvements to characterize subsurface soil and groundwater conditions.

1.2 Purpose

The purpose of this geotechnical exploration was to characterize subsurface soil and groundwater conditions and provide recommendations for utility and street construction or reconstruction.

1.3 Site Description

Nine (9) soil borings were completed for the project and were taken along downtown business and residential streets. Each street consisted of a 2-lane bituminous paved surface. The streets slated for reconstruction and the soil boring locations are shown on the Revised Soil Boring Map that was prepared and provided by Bolton and Menk. These streets are summarized in Table 1.

Table 1. Downtown Street Reconstruction

Phase 3 - 2025	
Street	Between Streets
1 st Street W	Maple Street S to Olive Street S
Olive Street S	1 st Street W to 2 nd Street W
2 nd Street W	Library to Elm Street S
Phase 4 - 2026	
1 st Street W	Olive Street S to Spruce Street S
Elm Street S	1 st Street W to 2 nd Street W
Pine Street S	1 st Street W to 2 nd Street W
2 nd Street W	Elm Street S to Pine Street S

1.4 Scope of Services

Our services were performed in accordance with the HGTS proposal 21-0538 dated May 27, 2021. Our scope of services was performed under the terms of our General Conditions and limited to the following tasks:

- Calling the Gopher State One Call system to locate existing underground public utilities.
- Completing one (1) standard penetration soil borings extending to a nominal depth of 10 feet.
- Completing six (6) standard penetration soil borings extending to a nominal depth of 20 feet.

- Completing two (2) standard penetration soil borings extending to a nominal depth of 25 feet.
- Sealing the borings in accordance with MDH Regulations, including bituminous patching.
- Obtaining GPS coordinates and ground surface elevations at the soil boring locations. Elevations were subsequently provided by Bolton & Menk.
- Visually classifying samples recovered from the soil borings.
- Performing up to ten moisture content tests and ten P-200 content tests on selected samples.
- Preparing soil boring logs describing the soil types/classifications, N-Value determinations and results of water level measurements.
- Preparing an engineering report summarizing soil and groundwater conditions and providing recommendations for utility and roadway construction.

1.5 Documents Provided

We were provided with a map titled; "Downtown Reconstruction – Soil Boring Map" that was prepared by Bolton & Menk and dated April 2024. The map showed the streets and proposed boring locations superimposed onto an aerial photograph of the area. The locations of soil borings completed for previous street improvement projects near this project were also shown on the map.

The April 2024 Soil Boring Map showed the locations of 10 borings. The number of borings was reduced to 9 and we were subsequently provided a Revised Soil Boring Map that was dated May 2024.

Soil borings were completed in this general area of the city in 2013, 2014, 2020 and 2021 by HGTS and by American Engineering Testing (AET). Log of boring sheets and sketches showing the locations of those borings are included in the Appendix for informational purposes.

1.6 Locations and Elevations

The boring locations were selected and staked in the field by Bolton & Menk. The approximate locations of the soil borings are shown on Revised Soil Boring Map provided by Bolton and Menk.

Ground surface elevations at the boring locations were provided by Bolton & Menk.

2.0 FIELD PROCEDURES

The Standard Penetration Test (SPT) borings were advanced on June 6, 2024 by HGTS with a rotary drilling rig, using continuous flight augers to advance the boreholes. Representative samples were obtained from the borings, using the split-barrel sampling procedures in general accordance with ASTM Specification D-1586. In the split-barrel sampling procedure, a 2-inch O.D. split-barrel spoon is driven into the ground with a 140-pound hammer falling 30 inches. The number of blows required to drive the sampling spoon the last 12 inches of an 18-inch penetration is recorded as the standard penetration resistance value, or "N" value. The results of the standard penetration tests are indicated on the boring log. The samples were sealed in containers and provided to the HGTS office for testing and soil classification.

A field log of each boring was prepared by the HGTS drill crew. The logs contained visual classifications of the soil materials encountered during drilling, as well as the driller's interpretation of the subsurface conditions between samples and water observation notes. The final boring logs included with this report represent an interpretation of the field logs and include modifications based on visual/manual method observation of the samples.

The soil boring logs, general terminology for soil description and identification, and classification of soils for engineering purposes are also included in the appendix. The soil boring logs identify and describe the materials encountered, the relative density or consistency based on the Standard Penetration resistance (N-value, "blows per foot") and groundwater observations.

The strata changes were inferred from the changes in the samples and auger cuttings. The depths shown as changes between strata are only approximate. The changes are likely transitions, variations can occur beyond the location of the boring.

3.0 RESULTS

3.1 Soil Conditions

The soil borings generally encountered 4 main stratigraphic units that included; 1) a pavement section, 2) Fill, 3) buried topsoil, and 4) native glacial till. A brief description of each stratigraphic unit is described below.

Pavement Section Each of the soil borings encountered a pavement section at the surface that consisted of varying thicknesses of bituminous pavement over varying thickness of aggregate base. The bituminous thickness ranged from about 2 ¼ to 7 inches thick with the aggregate base ranging from about 1 to 12 inches thick. The pavement section at boring SB-5 consisted of about 5 inches of bituminous over an approximate 2-inch layer of aggregate over an approximate 2-inch layer bituminous. The pavement section thickness at the boring locations is summarized in Table 2.

Table 2. Summary of Existing Roadway Section

Boring Number	Approximate Bituminous Thickness (inches)	Approximate Aggregate Base Thickness (inches)	Subgrade Soil Type (ASTM)
Phase 3 (2025)			
SB-1	7	8	Buried Topsoil
SB-2	6	6	Buried Topsoil
SB-6	6	12	Buried Topsoil
SB-7	2 ¼	1 ¾	Sandy Lean Clay (CL)
Phase 4 (2026)			
SB-3	6 ½	6	Buried Topsoil & Fill
SB-4	6 ½	1 ¼	Sandy Silt (ML)
SB-5	5	2 & 2 " bituminous	Sandy Lean Clay (CL)
SB-8	5	< 1	Sandy Lean Clay (CL)
SB-9	6	< 1	Fill (CL)

Buried Topsoil Soil borings SB-1, SB-2, SB-3 and SB-6 encountered buried topsoil below the pavement section. The buried topsoil was composed of sandy lean clay that was black to dark grey in color. Organic content tests of the buried topsoil indicated that it was slightly organic with organic contents ranging from about 3 ½ to 4 ½ percent. The buried topsoil extended to depth ranging from about 2 to 4 ½ feet below the pavement surface.

Fill Soil borings SB-3 and SB-9 encountered Fill below the pavement section of the buried topsoil. The Fill was composed of sandy lean clay that extended to depths ranging from about 2 to 4 ½ feet below the pavement surface. The Fill varied from brown to greyish brown to black in color.

The penetration resistance values (N-Values), shown as blows per foot (bpf) on the boring logs, within the clayey Fill soils was 5 bpf. Indicating the Fill had a rather soft consistency.

Glacial Till Below the pavements section, Fill, or buried topsoil the borings encountered glacial till deposits that were composed predominantly of sandy lean clay that extended to the termination depths of the borings.

The exceptions were soil borings SB-4 and SB-5. Soil boring SB-4 encountered sandy silt below the pavement that extend to a depth of about 4 ½ feet. Both boring SB-4 and SB-5 encountered relatively thin layer of sand (poorly graded sand with silt) at about 7 and 9 ½ feet, respectively. The sand layer was estimated to be less than a foot thick at boring SB-4 and was estimated to be about 2 feet thick at boring SB-5.

The N-Values within the native clayey glacial till soils ranged from 3 to 17 bpf. These values indicate the clayey glacial till had a soft to very stiff consistency but was mostly medium to rather stiff. N-Values within the sandy silt poorly graded sand with silt ranged from 9 to 32 bpf, indicating a loose to dense relative density.

3.2 Groundwater

Groundwater was not encountered in the soil borings while drilling and sampling or after removing the augers from the boreholes. Groundwater appears to be below the depths explored by our borings.

Water levels were measured on the dates as noted on the boring logs and the period of water level observations was relatively short. Given the cohesive nature of the soils encountered, it is possible that insufficient time was available for groundwater to seep into the borings and rise to its hydrostatic level. Groundwater monitoring wells or piezometers would be required to more accurately determine water levels. Seasonal and annual fluctuations in the groundwater levels should be expected.

3.3 Laboratory Testing

Laboratory moisture content, organic content, and grain size analyses (gradations) were performed on selected samples recovered from the soil borings. Table 3 summarizes the results of the laboratory moisture content and organic content tests along with the P-200 portion of the grain size analyses. These results are also shown on the boring logs adjacent to the sample tested. The full grain size analyses are included in the Appendix.

Table 3. Summary of Laboratory Analysis

Boring Number	Sample	Depth (feet)	Moisture Content (%) *	P-200 Content (%) *	Organic Content (%) *
SB-1	AU-43	Agg Base	-	9	-
SB-1	SS-44	2 ½	27	-	3 ½
SB-1	SS-46	7 ½	20 ½	-	-
SB-2	AU-51	Agg Base	-	10 ½	-
SB-2	SS-52	2 ½	22	-	-
SB-2	SS-55	10	19	-	-
SB-3	AU-35	Agg Base	-	5	-
SB-3	SS-36	2 ½	25	-	-
SB-3	SS-38	7 ½	19 ½	-	-
SB-4	SS-28	2 ½	16	-	-
SB-4	SS-31	10	20 ½	-	-
SB-5	SS-65	2 ½	15 ½	-	-
SB-5	SS-68	10	7	-	-
SB-6	AU-59	Agg Base	-	11	-
SB-6	SS-60	2 ½	20	-	4 ½
SB-6	SS-61	5	19	-	-
SB-7	SS-21	5	30 ½	-	-
SB-7	SS-23	10	19 ½	-	-
SB-8	SS-11	2 ½	22 ½	-	-
SB-8	SS-13	7 ½	19	-	-
SB-9	SS-4	7 ½	19	-	-
SB-9	SS-7	15	19 ½	-	-

*Moisture content, P-200 and organic content tests were rounded to the nearest ½ percent.

3.4 OSHA Soil Classification

The soils encountered in the borings at the anticipated excavation depths consisted predominantly of sandy lean clay with lesser amounts of sandy silt and poorly graded sand with silt corresponding to the ASTM Classifications of CL, ML, and SP-SM, respectively. The clayey soils (CL) will generally be Type B soils under Department of Labor Occupational Safety and Health Administration (OSHA) guidelines. The sandier soils (ML and SP-SM) will generally be a Type C soil under OSHA guidelines.

An OSHA-approved qualified person should review the soil classification in the field. Excavations must comply with the requirements of OSHA 29 CFR, Part 1926, Subpart P, "Excavations and Trenches." This document states excavation safety is the responsibility of the contractor. The project specifications should reference these OSHA requirements.

4.0 DISCUSSION AND RECOMMENDATIONS

4.1 Proposed Construction

We understand that street improvements will include removing and replacing underground watermain, storm sewer and sanitary sewer utilities and reconstructing the roadways.

Based on correspondence with Bolton & Menk we understand that the watermain and sanitary sewer will consist of non-corrosive pipe materials and the storm sewer will likely be reinforced concrete pipe. Sanitary sewer and watermain invert depths are anticipated to range from about 7 to 18 feet below the ground surface. Pipe burial depths for the storm sewer are anticipated to be within about 5 feet of the ground surface. We anticipate that site grading will consist of earthwork necessary for utility installations and roadway reconstruction and we do not anticipate any significant changes in the roadway alignment or roadway grades. Cuts or fills involving permanent grade change, if any, are assumed to be less than 2 feet.

Changes in the nature, design, or location of all or parts of this project may occur. If the proposed grades differ by more than 2 feet from the assumed values or if the design or location of the proposed improvements change, we should be informed. Additional analyses and revised recommendations may be necessary.

4.2 Discussion

General

The laboratory moisture contents of the clayey subgrade soils ranged from about 15 ½ to 30 ½ percent with most of the moisture contents between about 19 and 25 percent. These values indicate the soils were likely above their assumed optimum soil moisture content. Soil that will be reused as fill or backfill will likely require some drying to meet the recommended compaction levels. Summer months are typically more favorable for drying wet soils.

Buried Topsoil

Buried topsoil was encountered in borings SB-1, SB-2, SB-3 and SB-6. Laboratory tests indicated the buried topsoil was slightly organic. Organic soils or soils contain organic materials are generally compressible and are poor quality soils for utility and/or pavement support. We anticipate that these materials will be excavated incidental to utility installation and further anticipate that it will be desired to reuse the excavated materials to the greatest extent possible but given the organic nature of the materials we recommend they be replaced with suitable non-organic mineral soils.

Glacial Till

The sandy lean clay glacial till encountered in the borings, in our opinion, are suitable for roadway and pipe support. However, portions of the clay had a soft consistency and are not suitable for pipe support. Soft clays may need to be removed and replaced with suitable pipe bedding materials or excavated, dried and recompacted.

We anticipate that it will be desired to reuse the clayey soils as fill and backfill to the greatest extent possible. As noted above the clayey were likely above their assumed optimum soil moisture content. Soil that will be reused as fill or backfill will likely require some drying to meet the recommended compaction levels. Soils that cannot be dried and recompacted may need to be replaced with suitable compacted engineered fill.

Sandy silt (ML) was encountered in boring SB-4 that extended to about 4 ½ feet below the ground surface. The sandy silt is a moisture sensitive material and can easily become disturbed and loose strength due to construction activities, especially in the presence of excess moisture. These soils can also be difficult to compact. Silty soils that cannot be compacted to project requirements may need to be removed and replaced with suitable compacted engineered fill.

Groundwater Groundwater was not encountered in the soil borings while drilling and sampling or after removing the augers from the boreholes. We do not anticipate groundwater will be encountered during construction and do not anticipate that dewatering will be required.

4.3 Utility and Pavement Subgrade Preparation

Excavations We recommend that all pavements, organic soils, buried topsoil, Fill, and any soft or otherwise unsuitable soil materials, if encountered, be removed from below the proposed utilities, pavement and oversize areas. Table 4 summarizes the anticipated excavation depths to remove the pavements and buried topsoil. Excavation depths for pipe installation will likely be deeper. We anticipate that the utilities will be supported on the native glacial till soils which in our opinion are suitable for pipe support.

Table 4. Anticipated Excavation Depths

Boring Number	Measured Surface Elevation (feet)	Anticipated Excavation Depth (feet)*	Anticipated Excavation Elevation (feet)*	Anticipated Groundwater Elevation (feet)*
Phase 3 (2025)				
SB-1	1015.7	4 ½	1011	NE
SB-2	1024.6	2	1022 ½	NE
SB-6	1027.3	4 ½	1023	NE
SB-7	1028.9	½	1028 ½	NE
Phase 4 (2026)				
SB-3	1036.7	2	1034 ½	NE
SB-4	1043.5	½	1043	NE
SB-5	1049.5	1	1048 ½	NE
SB-8	1044.1	½	1043 ½	NE
SB-9	1045.9	2	1044	NE

* = Excavation elevations were rounded to nearest ½ foot. NE - Not Encountered

Oversizing In areas where the excavations extend below the proposed pavement or utility elevations, the excavation requires oversizing. We recommend the perimeter of the excavation be extended a foot outside the proposed footprint for every foot below finish grade (1H:1V oversizing). The purpose of the oversizing is to provide lateral support of the pavement or utility.

Backfilling We recommend bedding material be thoroughly compacted around the pipes. We recommend that engineered fill placed to establish pavement grades be compacted to a minimum of 95 percent of its standard Proctor density (ASTM D 698), the exception being within 3 feet of the proposed pavement subgrade, where 100 percent of standard Proctor density is required. In landscaped areas we recommend a minimum compaction of 90 percent.

Granular fill classified as SP or SP-SM should be placed within 65 percent to 105 percent of its optimum moisture content as determined by the standard Proctor. Other fill soils should be placed within 3 percentage points above and 1 percentage point below its optimum moisture content as determined by the standard Proctor. All fill should be placed in thin lifts and be compacted with a large self-propelled vibratory compactor operating in vibratory mode.

We anticipate that the soil removed for utility construction will be re-used as fill and backfill to the greatest extent possible. However, we do not recommend reusing the buried topsoil or other organic soils or other soils that are black in color as fill or backfill.

It is our opinion that glacial till soils excavated for utility installation are generally suitable for re-use as fill and backfill provided it is free of topsoil, organic soils or other unsuitable materials.

Moisture contents of the on-site soil materials ranged from about 15 ½ to 30 ½ percent with most of the moisture contents between 19 and 25 percent. These values indicate the soils were likely above their assumed optimum soil moisture content. Soil that will be reused as fill or backfill will likely require some drying to meet the recommended compaction levels. Summer months are typically more favorable for drying wet soils.

Additional backfill, if needed, to attain pavement subgrade elevation can consist of any mineral soil provided it is free of organic material or other deleterious materials.

Dewatering Groundwater was not encountered in the soil borings while drilling and sampling or after removing the augers from the boreholes. We do not anticipate groundwater will be encountered during construction and do not anticipate that dewatering will be required.

4.4 Pavement Recommendations

We anticipate the pavements will be designed in accordance with City of Waconia standard plates.

We were not provided any information regarding traffic volumes, such as Average Annual Daily Traffic (AADT) or vehicle distribution. Since the streets are generally located near “downtown” Waconia we anticipate that the streets will be used a variety of vehicles including; automobiles, light trucks, school buses, garbage trucks and delivery vans (FEDEX, UPS etc.). 1st Street, Olive Street and Elm Street are truck routs and may see some larger delivery vehicles. Based on the assumed traffic types we estimate the roadways will be subjected to Equivalent Single Axle Loads (ESAL’s) ranging from about 50,000 to 75,000 over a 20-year design life. This does not account for any future growth.

We recommend the subgrade soil be backfilled and compacted as described in Section 4.3 above.

Prior to placing the aggregate base (Class 5) we recommend the subgrade be test rolled with a loaded tandem truck to identify soft, weak, loose or unstable areas that may require additional subcuts.

R-Values Laboratory tests to determine the soils Hveem Stabilometer R-Value (R-Value) was beyond the scope of this project. Based on the soil borings we anticipate we anticipate the pavement subgrade will consist of sandy lean clay meeting the ASTM classification CL. Information provided in the State of Minnesota Department of Transportation, Geotechnical & Pavement Manual, Part II, indicates that R-Values for sandy lean clay materials meeting the ASTM Classification CL can range from 6 to 18. Since the borings were spaced fairly far apart and to account for potential variations in subgrade soil conditions it is our opinion that an R-Value of 12 can be used for pavement design.

Pavement Section We understand that the pavements will be constructed to meet City of Waconia standard street sections. These city standard street sections are presented below. However, we understand that the City of Waconia and/or Bolton & Menk may evaluate alternate pavement section thicknesses and select an appropriate pavement section. Alternate pavement sections can be provided if requested.

Residential Street We recommend the pavement section consist of a minimum of 4 ½ inches of bituminous (2 inches of wear course and 2 ½ inches of base course) underlain by a minimum of 8 inches of aggregate base and a minimum of 12 inches of select granular subbase. We recommend placing a layer of geotextile separator fabric between the subgrade soils and select granular subbase. We recommend installing along with drain tile. Drain tile should be routed to the storm sewer system or other suitable disposal area.

Truck Routes We recommend the pavement section consist of a minimum of 6 ½ inches of bituminous underlain by a minimum of 12 inches of aggregate base and a minimum of 12 inches of select granular subbase. We recommend placing a layer of geotextile separator fabric between the subgrade soils and select granular subbase. We recommend installing along with drain tile. Drain tile should be routed to the storm sewer system or other suitable disposal area.

Geotextile Materials Geotextile fabric should meet MN/DOT Specification 3733. Based on 2020 MN/DOT specifications we recommend a Category 2, Type 9 geotextile, or equivalent.

Pavement Materials We recommend that the bituminous wear and base courses meet the requirement of Mn/DOT specification 2360. We recommend compacting the SPNW bituminous pavements to at least 93% of the maximum theoretical density and compacting SPWE bituminous pavements to at least 92% of the maximum theoretical density.

We recommend aggregate base meeting Mn/DOT specification 3138 for Class 5 aggregate base. We recommend the aggregate base be compacted to 100 percent of its maximum standard Proctor dry density.

The new pavement areas will likely include concrete curb and gutter. We recommend specifying concrete that has a minimum 28-day compressive strength of 3,900 psi. We recommend specifying 5 to 8 percent entrained air for exposed concrete to provide resistance to freeze-thaw deterioration. We recommend slump, air content and compressive strength tests of Portland cement concrete.

5.0 CONSTRUCTION CONSIDERATIONS

5.1 Excavation

The soils encountered in the borings at the anticipated excavation depths consisted predominantly of sandy lean clay with lesser amounts of sandy silt and poorly graded sand with silt corresponding to the ASTM Classifications of CL, ML, and SP-SM, respectively. The clayey soils (CL) will generally be Type B soils under Department of Labor Occupational Safety and Health Administration (OSHA) guidelines. The sandier soils (ML and SP-SM) will generally be a Type C soil under OSHA guidelines.

Temporary excavations in Type B soils should be constructed at a minimum of 1 foot horizontal to every 1-foot vertical within excavations. Temporary excavations in Type C soils should be constructed at a minimum of 1 ½ foot horizontal to every 1-foot vertical within excavations. Slopes constructed in this manner may still exhibit surface sloughing. If site constraints do not allow the construction of slopes with these dimensions, temporary shoring may be required.

5.2 Observations

A geotechnical engineer or qualified engineering technician should observe the excavation subgrade to evaluate if the subgrade soils are similar to those encountered in the borings and adequate to support the proposed construction.

5.3 Backfill and Fills

Site soils that will be excavated and reused as backfill and fill appear to be above their assumed optimum moisture content. We anticipate it may be necessary to moisture condition (dry) portions of these soils to achieve the recommended compaction. We recommend that fill and backfill be placed in lifts not exceeding 4 to 12 inches, depending on the size of the compactor and materials used.

5.4 Testing

We recommend density tests of backfill and fills placed during utility and pavement construction. Samples of the proposed materials should be submitted to our laboratory prior to placement for evaluation of their suitability and to determine their optimum moisture content and maximum dry density (Standard Proctor).

5.5 Winter Construction

If site grading and construction is anticipated to proceed during cold weather, all snow and ice should be removed from cut and fill areas prior to additional grading and placement of fill. No fill should be placed on frozen soil and no frozen soil should be used as fill or backfill.

Concrete delivered to the site should meet the temperature requirements of ASTM and/or ACI. Concrete should not be placed on frozen soil. Concrete should be protected from freezing until the necessary strength is obtained.

6.0 PROCEDURES

6.1 Soil Classification

The drill crew chief visually and manually classified the soils encountered in the borings in general accordance with ASTM D 2488, "Description and Identification of Soils (Visual-Manual Procedure)". Soil terminology notes are included in the Appendix. The samples were returned to our laboratory for review of the field classification by a geotechnical engineer. Samples will be retained for a period of 30 days.

6.2 Groundwater Observations

Immediately after taking the final samples in the bottom of the borings, the hole was checked for the presence of groundwater. Again, at the end of the drilling day, the borings were re-checked for the presence of groundwater with the levels and time delay being noted on the boring logs.

7.0 GENERAL

7.1 Subsurface Variations

The analyses and recommendations presented in this report are based on data obtained from a limited number of soil borings. Variations can occur away from the borings, the nature of which may not become apparent until additional exploration work is completed or construction is conducted. A reevaluation of the recommendations in this report should be made after performing on-site observations during construction to note the characteristics of any variations. The variations may result in additional excavation costs and it is suggested that a contingency be provided for this purpose.

It is recommended that we be retained to perform the observation and testing program during construction to evaluate whether the design is as expected, if any design changes have affected the validity of our recommendations, and if our recommendations have been correctly interpreted and implemented in the designs, specifications and construction methods. This will allow correlation of the soil conditions encountered during construction to the soil borings and will provide continuity of professional responsibility.

7.2 Review of Design

This report is based on the design of the proposed structures as related to us for preparation of this report. It is recommended that we be retained to review the geotechnical aspects of the design and specifications. With the review we will evaluate whether any changes have affected the validity of the recommendations and whether our recommendations have been correctly interpreted and implemented in the design and specifications.

7.3 Groundwater Fluctuations

We made water level measurements in the borings at the times and under the conditions stated on the boring logs. The data was interpreted in the text of this report. The period of observation was relatively short and fluctuations in the groundwater level may occur due to rainfall, flooding, irrigation, spring thaw, drainage, and other seasonal and annual factors not evident at the time the observations were made. Design drawings and specifications and construction planning should recognize the possibility of fluctuations.

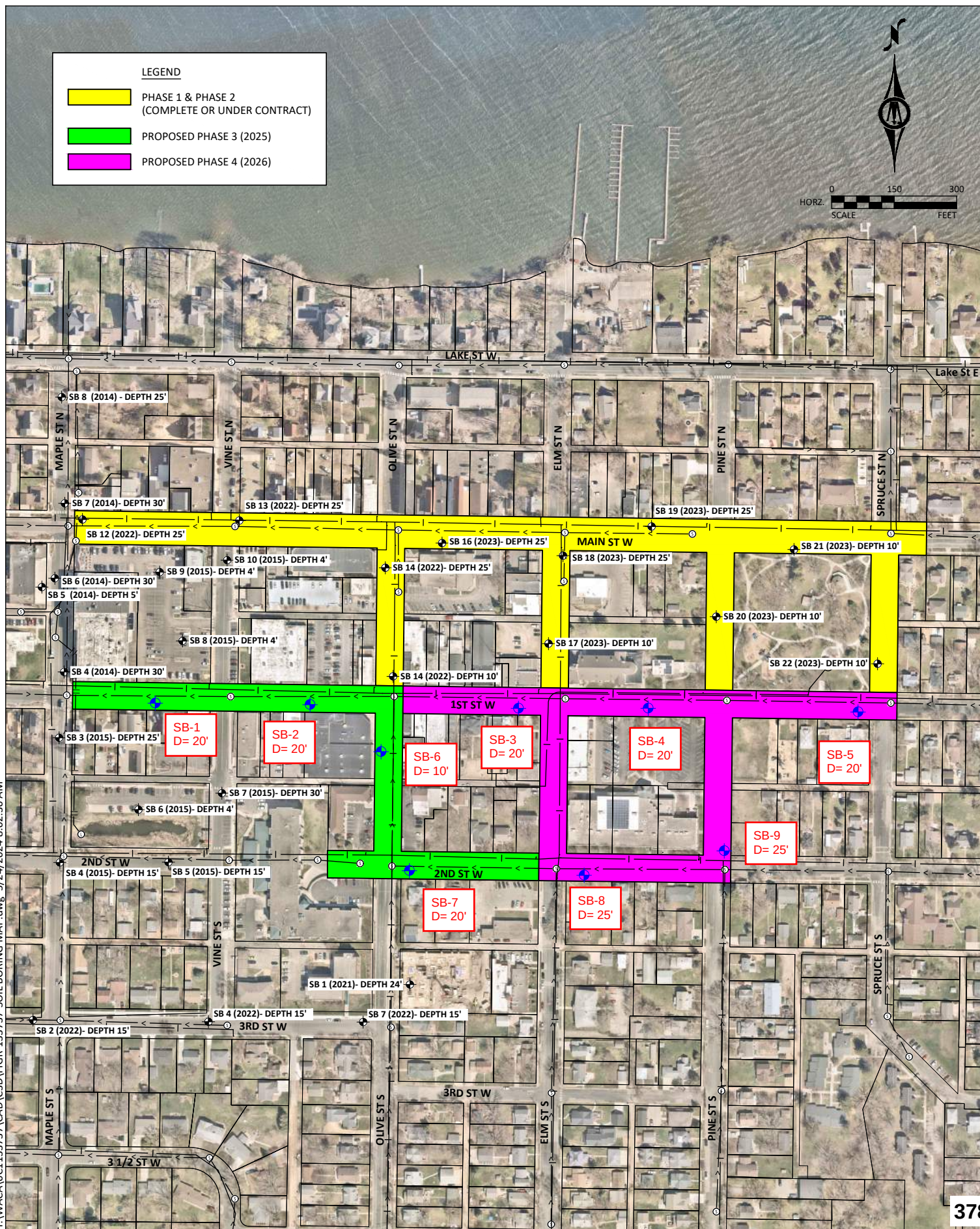
7.4 Use of Report

This report is for the exclusive use of Bolton & Menk and their design team to use to design the proposed structures and prepare construction documents. In the absence of our written approval, we make no representation and assume no responsibility to other parties regarding this report. The data, analysis and recommendations may not be appropriate for other structures or purposes. We recommend that parties contemplating other structures or purposes contact us.

7.5 Level of Care

Haugo GeoTechnical Services, LLC has used the degree of skill and care ordinarily exercised under similar circumstance by members of the profession currently practicing in this locality. No warranty expressed or implied is made.

APPENDIX





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BORING NUMBER SB-1

PAGE 1 OF 1

CLIENT City of Waconia

PROJECT NAME Downtown Reconstruction Phase 3 & 4

PROJECT NUMBER 24-0344

PROJECT LOCATION Waconia, MN

DATE STARTED 6/6/24 COMPLETED 6/6/24

GROUND ELEVATION 1015.7 ft HOLE SIZE 3 1/4 inches

DRILLING CONTRACTOR HGTS- 45

GROUND WATER LEVELS:

DRILLING METHOD Hollow Stem Auger/Split Spoon

AT TIME OF DRILLING --- Not Encountered

LOGGED BY NC/MS CHECKED BY PG

AT END OF DRILLING --- Not Encountered

NOTES _____

AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲			
							20	40	60	80
0							PL	MC	LL	
							20	40	60	80
							□ FINES CONTENT (%) □			
							20	40	60	80
		Approximately 7 Inches of Bituminous	AU 43							
		Approximately 8 Inches of Aggregate								
		P-200= 9.2%								
		Sandy Lean Clay, black to dark grey, moist to wet (Buried Topsoil)	SS 44		1-3-2 (5)	27				
		Organic Content= 3.5%								
5		(CL) Sandy Lean Clay, trace Gravel, brown, moist to wet, rather soft to very stiff (Glacial Till)	SS 45		1-2-3 (5)					
			SS 46		2-2-4 (6)	20.5				
10			SS 47		3-3-5 (8)					
			SS 48		2-4-6 (10)					
15			SS 49		3-6-11 (17)					
20			SS 50		4-5-8 (13)					

Bottom of borehole at 21.0 feet.

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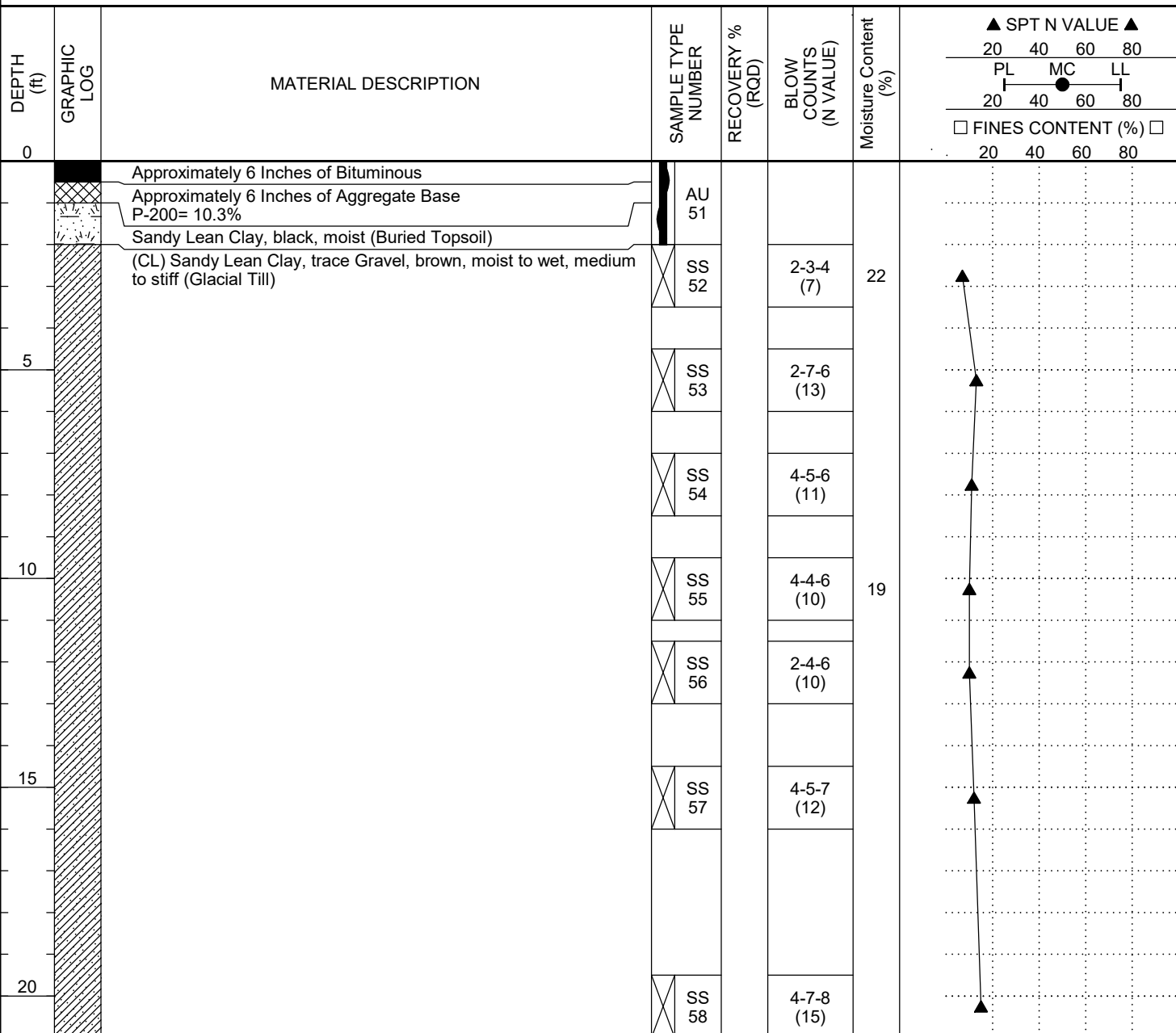


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BORING NUMBER SB-2

PAGE 1 OF 1

CLIENT	City of Waconia	PROJECT NAME	Downtown Reconstruction Phase 3 & 4
PROJECT NUMBER	24-0344	PROJECT LOCATION	Waconia, MN
DATE STARTED	6/6/24	COMPLETED	6/6/24
DRILLING CONTRACTOR	HGTS- 45	GROUND ELEVATION	1024.6 ft
DRILLING METHOD	Hollow Stem Auger/Split Spoon	HOLE SIZE	3 1/4 inches
LOGGED BY	NC/MS	CHECKED BY	PG
NOTES			
		GROUND WATER LEVELS:	
		AT TIME OF DRILLING	--- Not Encountered
		AT END OF DRILLING	--- Not Encountered
		AFTER DRILLING	--- Not Encountered



Bottom of borehole at 21.0 feet.

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BORING NUMBER SB-3

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CLIENT City of Waconia

PROJECT NAME Downtown Reconstruction Phase 3 & 4

PROJECT NUMBER 24-0344

PROJECT LOCATION Waconia, MN

DATE STARTED 6/6/24 COMPLETED 6/6/24

GROUND ELEVATION 1036.7 ft HOLE SIZE 3 1/4 inches

DRILLING CONTRACTOR HGTS- 45

GROUND WATER LEVELS:

DRILLING METHOD Hollow Stem Auger/Split Spoon

AT TIME OF DRILLING --- Not Encountered

LOGGED BY NC/MS CHECKED BY PG

AT END OF DRILLING --- Not Encountered

NOTES _____

AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲			
							20	40	60	80
0							PL	MC	LL	
							20	40	60	80
							□ FINES CONTENT (%) □			
							20	40	60	80
		Approximately 6.5 Inches of Bituminous	AU							
		Approximately 6 Inches of Aggregate Base	35							
		P-200=4.9%								
		Sandy Lean Clay, trace Gravel, black, moist (Fill/Buried Topsoil)	SS							
		Sandy Lean Clay, trace Gravel, brown, moist to wet, rather soft to	36		2-2-3	25				
		stiff (Fill)			(5)					
5		(CL) Sandy Lean Clay, trace Gravel, brown, moist to wet, rather	SS		2-2-2					
		soft to stiff (Glacial Till)	37		(4)					
			SS		2-3-4	19.5				
			38		(7)					
10			SS		3-5-6					
			39		(11)					
			SS		2-4-5					
			40		(9)					
15			SS		3-4-6					
			41		(10)					
20		(CL) Sandy Lean Clay, trace Gravel, grey, moist to wet, stiff	SS		4-6-9					
		(Glacial Till)	42		(15)					

Bottom of borehole at 21.0 feet.

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BORING NUMBER SB-4

PAGE 1 OF 1

CLIENT City of Waconia
PROJECT NUMBER 24-0344
DATE STARTED 6/6/24 COMPLETED 6/6/24
DRILLING CONTRACTOR HGTS- 45
DRILLING METHOD Hollow Stem Auger/Split Spoon
LOGGED BY NC/MS CHECKED BY PG
NOTES _____

PROJECT NAME Downtown Reconstruction Phase 3 & 4
PROJECT LOCATION Waconia, MN
GROUND ELEVATION 1043.5 ft HOLE SIZE 3 1/4 inches
GROUND WATER LEVELS:
AT TIME OF DRILLING --- Not Encountered
AT END OF DRILLING --- Not Encountered
AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲	
							20 40 60 80	20 40 60 80
0							PL	MC LL
							20 40 60 80	20 40 60 80
							□ FINES CONTENT (%) □	
							20 40 60 80	20 40 60 80
		Approximately 6.5 Inches of Bituminous	AU 27					
		Approximately 1.25 Inches of Bituminous						
		(ML) Sandy Silt, brown, moist, loose (Glacial Till)	SS 28		2-3-6 (9)	16		
5		(CL) Sandy Lean Clay, trace Gravel, brown, moist to wet, medium (Glacial Till)	SS 29		2-3-5 (8)			
		(SP-SM) Poorly Graded Sand with Silt, fine to medium grained, trace Gravel, brown, moist, medium dense (Glacial Till)	SS 30		6-10-9 (19)			
		(CL) Sandy Lean Clay, trace Gravel, brown, moist to wet, medium to rather stiff (Glacial Till)	SS 31		2-4-5 (9)	20.5		
10			SS 32		2-3-5 (8)			
15			SS 33		2-3-6 (9)			
20			SS 34		3-4-7 (11)			

Bottom of borehole at 21.0 feet.

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BORING NUMBER SB-5

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CLIENT City of Waconia
PROJECT NUMBER 24-0344
DATE STARTED 6/6/24 COMPLETED 6/6/24
DRILLING CONTRACTOR HGTS- 45
DRILLING METHOD Hollow Stem Auger/Split Spoon
LOGGED BY NC/MS CHECKED BY PG
NOTES _____

PROJECT NAME Downtown Reconstruction Phase 3 & 4
PROJECT LOCATION Waconia, MN
GROUND ELEVATION 1049.5 ft HOLE SIZE 3 1/4 inches
GROUND WATER LEVELS:
AT TIME OF DRILLING --- Not Encountered
AT END OF DRILLING --- Not Encountered
AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲			
							20	40	60	80
0							PL	MC	LL	
							20	40	60	80
							□ FINES CONTENT (%) □			
							20	40	60	80
		Approximately 5 Inches of Bituminous	AU							
		Approximately 2 Inches of Aggregate Base	64							
		Approximately 2 Inches of Bituminous								
		(CL) Sandy Lean Clay, trace Gravel, brown, moist to wet, medium to stiff (Glacial Till)	SS		4-4-4	15.5				
			65		(8)					
5			SS		3-4-6					
			66		(10)					
			SS		3-5-9					
			67		(14)					
10		(SP-SM) Poorly Graded Sand with Silt, fine to coarse grained, with Gravel, brown, moist, dense (Glacial Till)	SS		3-14-18	7				
			68		(32)					
		(CL) Sandy Lean Clay, trace Gravel, brown, moist to wet, stiff to very stiff (Glacial Till)	SS		4-5-9					
			69		(14)					
15			SS		3-7-10					
			70		(17)					
20			SS		4-6-9					
			71		(15)					

Bottom of borehole at 21.0 feet.

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BORING NUMBER SB-6

PAGE 1 OF 1

CLIENT City of Waconia

PROJECT NAME Downtown Reconstruction Phase 3 & 4

PROJECT NUMBER 24-0344

PROJECT LOCATION Waconia, MN

DATE STARTED 6/6/24 COMPLETED 6/6/24

GROUND ELEVATION 1027.3 ft HOLE SIZE 3 1/4 inches

DRILLING CONTRACTOR HGTS- 45

GROUND WATER LEVELS:

DRILLING METHOD Hollow Stem Auger/Split Spoon

AT TIME OF DRILLING --- Not Encountered

LOGGED BY NC/MS CHECKED BY PG

AT END OF DRILLING --- Not Encountered

NOTES _____

AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲	
							20 40 60 80	20 40 60 80
0							PL	MC LL
							20 40 60 80	20 40 60 80
							□ FINES CONTENT (%) □	
							20 40 60 80	20 40 60 80
		Approximately 6 Inches of Bituminous	AU 59					
		Approximately 12 Inches of Aggregate Base P-200= 10.9%						
		Sandy Lean Clay, black to dark grey, moist (Buried Topsoil)	SS 60		6-4-6 (10)	20		
		Organic Content= 4.5%						
5		(CL) Sandy Lean Clay, dark brown, moist to wet, medium (Glacial Till)	SS 61		2-3-4 (7)	19		
		(CL) Sandy Lean Clay, trace Gravel, brown, moist to wet, rather stiff (Glacial Till)	SS 62		2-4-5 (9)			
10			SS 63		4-4-5 (9)			

Bottom of borehole at 11.0 feet.



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BORING NUMBER SB-7

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CLIENT City of Waconia
PROJECT NUMBER 24-0344
DATE STARTED 6/5/24 COMPLETED 6/5/24
DRILLING CONTRACTOR HGTS- 45
DRILLING METHOD Hollow Stem Auger/Split Spoon
LOGGED BY NC/MS CHECKED BY PG
NOTES _____

PROJECT NAME Downtown Reconstruction Phase 3 & 4
PROJECT LOCATION Waconia, MN
GROUND ELEVATION 1028.9 ft HOLE SIZE 3 1/4 inches
GROUND WATER LEVELS:
AT TIME OF DRILLING --- Not Encountered
AT END OF DRILLING --- Not Encountered
AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲	
							20 40 60 80	20 40 60 80
0							PL	MC LL
							20 40 60 80	20 40 60 80
							□ FINES CONTENT (%) □	
							20 40 60 80	20 40 60 80
		Approximately 2.25 Inches of Bituminous	AU 19					
		Approximately 1.75 Inches of Aggregate Base	SS 20		2-2-3 (5)			
5		(CL) Lean Clay, brown and light grey, moist to wet, rather soft (Glacial Till)	SS 21		3-2-3 (5)	30.5		
		(CL) Sandy Lean Clay, trace Gravel, brown, moist to wet, medium to rather stiff (Glacial Till)	SS 22		2-3-4 (7)			
10			SS 23		3-4-6 (10)	19.5		
			SS 24		4-4-5 (9)			
15		(CL) Sandy Lean Clay, trace Gravel, grey, moist to wet, rather stiff (Glacial Till)	SS 25		4-4-7 (11)			
20			SS 26		1-4-5 (9)			

Bottom of borehole at 21.0 feet.

GEOTECH BH PLOTS - GINT STD US LAB.GDT - 7/23/24 11:32 - C:\USERS\ALICE HAUGO\HGTS DROPBOX\LAB HAUGO\HAUGO GEOTECHNICAL SERVICES\GINT PROJECT BACKUP\PROJECTS\24-0344 BORING LOG DRAFT.GPJ



Haugo GeoTechnical Services
2825 Cedar Ave South
Minneapolis, MN, 55407
Telephone: 612-729-2959
Fax: 763-445-2238

BORING NUMBER SB-8

PAGE 1 OF 1

CLIENT City of Waconia

PROJECT NAME Downtown Reconstruction Phase 3 & 4

PROJECT NUMBER 24-0344

PROJECT LOCATION Waconia, MN

DATE STARTED 6/5/24 COMPLETED 6/5/24

GROUND ELEVATION 1044.1 ft HOLE SIZE 3 1/4 inches

DRILLING CONTRACTOR HGTS- 45

GROUND WATER LEVELS:

DRILLING METHOD Hollow Stem Auger/Split Spoon

AT TIME OF DRILLING --- Not Encountered

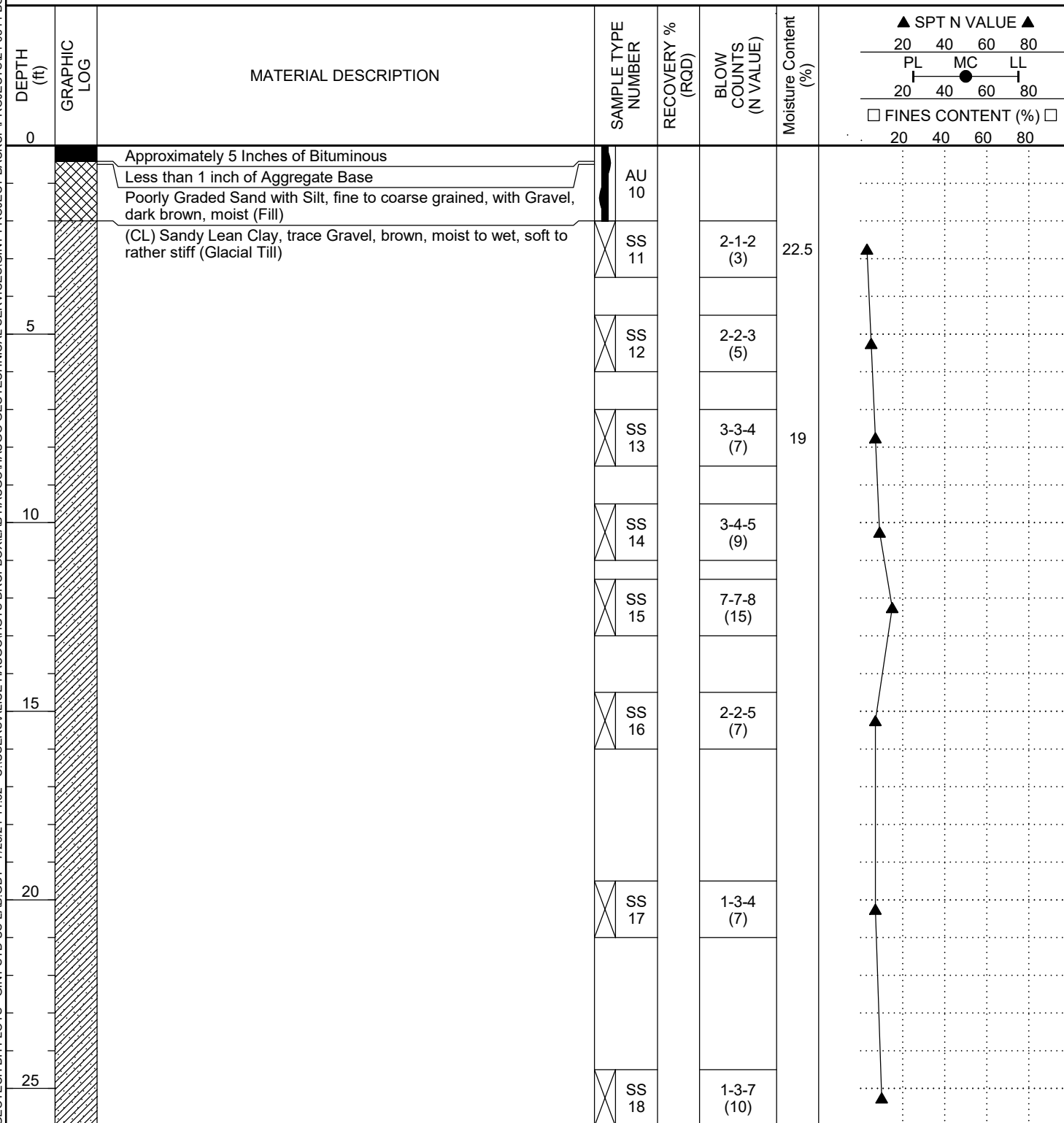
LOGGED BY NC/MS CHECKED BY PG

AT END OF DRILLING --- Not Encountered

NOTES _____

AFTER DRILLING --- Not Encountered

GEOTECH BH PLOTS - GINT STD US LAB.GDT - 7/23/24 11:32 - C:\USERS\ALICE HAUGO\HGTS DROPBOX\LAB HAUGO\HAUGO GEOTECHNICAL SERVICES\GINT PROJECT BACKUP\PROJECTS\24-0344 BORING LOG DRAFT.GPJ





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2825 Cedar Ave South
Minneapolis, MN, 55407
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Fax: 763-445-2238

BORING NUMBER SB-9

PAGE 1 OF 1

CLIENT City of Waconia

PROJECT NAME Downtown Reconstruction Phase 3 & 4

PROJECT NUMBER 24-0344

PROJECT LOCATION Waconia, MN

DATE STARTED 6/5/24 COMPLETED 6/5/24

GROUND ELEVATION 1045.9 ft HOLE SIZE 3 1/4 inches

DRILLING CONTRACTOR HGTS- 45

GROUND WATER LEVELS:

DRILLING METHOD Hollow Stem Auger/Split Spoon

AT TIME OF DRILLING --- Not Encountered

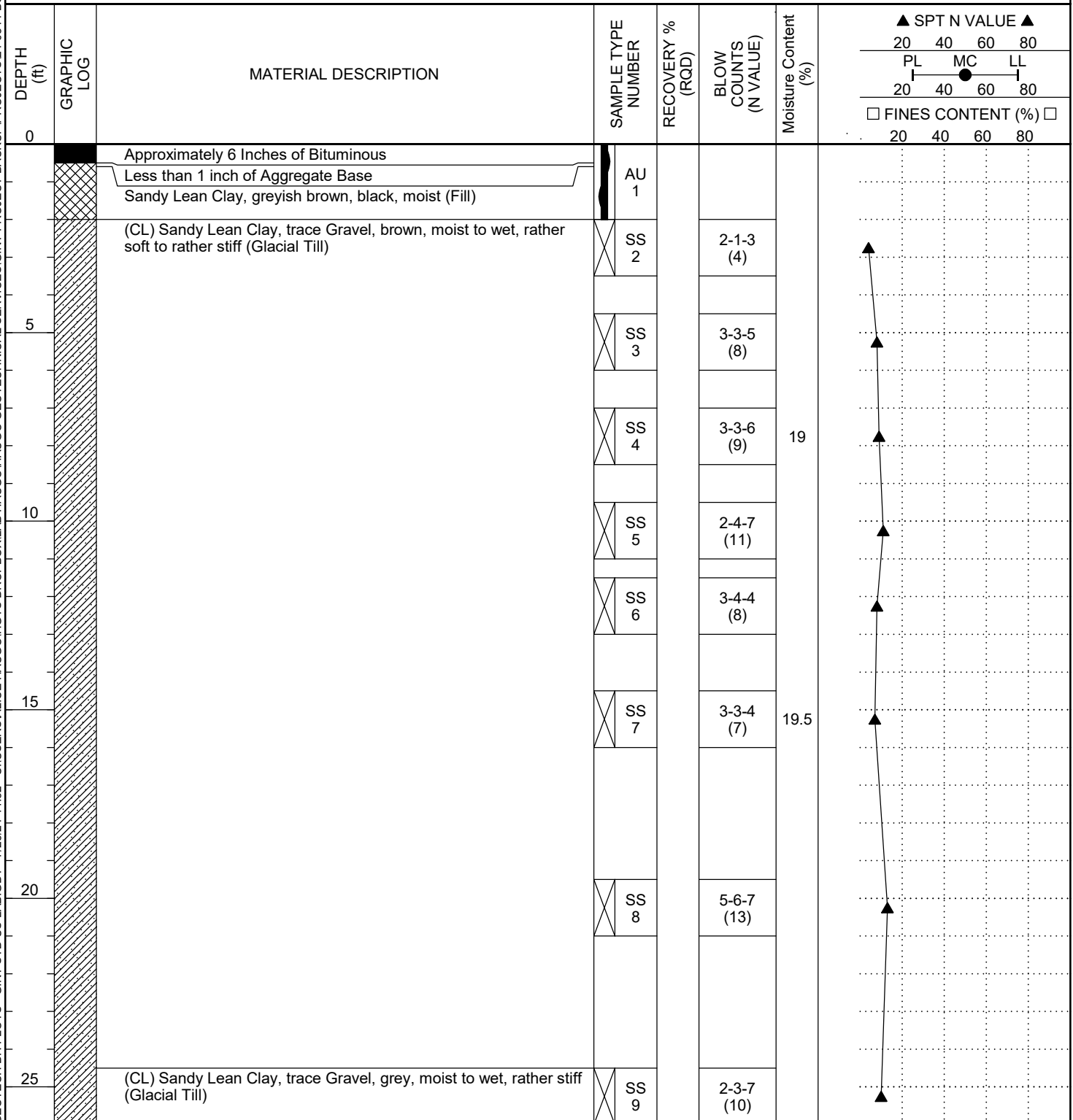
LOGGED BY NC/MS CHECKED BY PG

AT END OF DRILLING --- Not Encountered

NOTES _____

AFTER DRILLING --- Not Encountered

GEOTECH BH PLOTS - GINT STD US LAB.GDT - 7/23/24 11:32 - C:\USERS\ALICE HAUGO\HGTS DROPBOX\LAB HAUGO\HAUGO GEOTECHNICAL SERVICES\GINT PROJECT BACKUP\PROJECTS\24-0344 BORING LOG DRAFT.GPJ



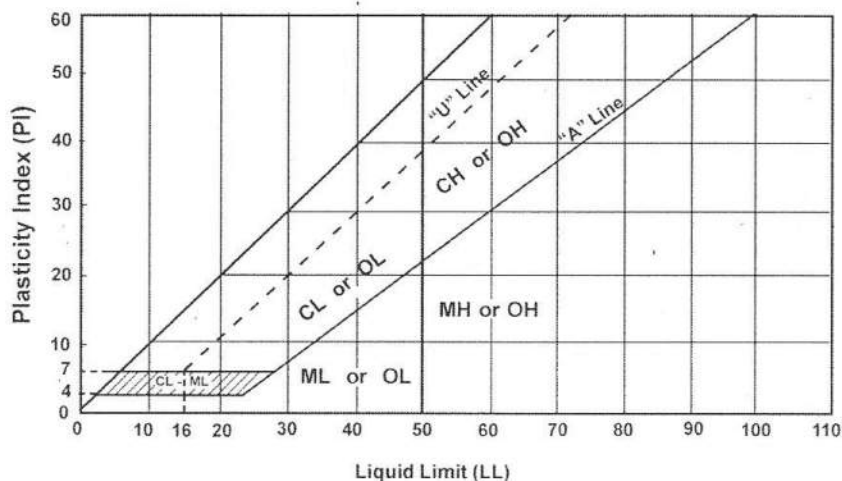


Standard D 2487 - 00

Classification of Soils for Engineering Purposes
(Unified Soil Classification System)

Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests ^a					Soils Classification	
					Group Symbol	Group Name ^b
Coarse-grained Soils more than 50% retained on No. 200 sieve	Gravels More than 50% of coarse fraction retained on No. 4 sieve	Clean Gravels 5% or less fines ^e	$C_u \geq 4$ and $1 \leq C_c \leq 3^c$	GW	Well-graded gravel ^d	
			$C_u < 4$ and/or $1 > C_c > 3^c$	GP	Poorly graded gravel ^d	
		Gravels with Fines More than 12% fines ^e	Fines classify as ML or MH	GM	Silty gravel ^{d,f,g}	
			Fines classify as CL or CH	GC	Clayey gravel ^{d,f,g}	
	Sands 50% or more of coarse fraction passes No. 4 sieve	Clean Sands 5% or less fines ⁱ	$C_u \geq 6$ and $1 \leq C_c \leq 3^c$	SW	Well-graded sand ^h	
			$C_u < 6$ and/or $1 > C_c > 3^c$	SP	Poorly graded sand ^h	
		Sands with Fines More than 12% ⁱ	Fines classify as ML or MH	SM	Silty sand ^{f,g,h}	
			Fines classify as CL or CH	SC	Clayey sand ^{f,g,h}	
Fine-grained Soils 50% or more passed the No. 200 sieve	Silts and Clays Liquid limit less than 50	Inorganic	PI > 7 and plots on or above "A" line ^j	CL	Lean clay ^{k,l,m}	
			PI < 4 or plots below "A" line ^j	ML	Silt ^{k,l,m}	
		Organic	Liquid limit - oven dried < 0.75	OL	Organic clay ^{k,l,m,n}	
			Liquid limit - not dried	OL	Organic silt ^{k,l,m,o}	
	Silts and clays Liquid limit 50 or more	Inorganic	PI plots on or above "A" line	CH	Fat clay ^{k,l,m}	
			PI plots below "A" line	MH	Elastic silt ^{k,l,m}	
		Organic	Liquid limit - oven dried < 0.75	OH	Organic clay ^{k,l,m,p}	
			Liquid limit - not dried	OH	Organic silt ^{k,l,m,q}	
Highly Organic Soils		Primarily organic matter, dark in color and organic odor		PT	Peat	

- a. Based on the material passing the 3-in (75mm) sieve.
b. If field sample contained cobbles or boulders, or both, add "with cobbles or boulders or both" to group name.
c. $C_u = D_{60}/D_{10}$, $C_c = (D_{30})^2 / (D_{10} \times D_{60})$
d. If soil contains $\geq 15\%$ sand, add "with sand" to group name.
e. Gravels with 5 to 12% fines require dual symbols:
GW-GM well-graded gravel with silt
GW-GC well-graded gravel with clay
GP-GM poorly graded gravel with silt
GP-GC poorly graded gravel with clay
f. If fines classify as CL-ML, use dual symbol GC-GM or SC-SM.
g. If fines are organic, add "with organic fines" to group name.
h. If soil contains $\geq 15\%$ gravel, add "with gravel" to group name.
i. Sands with 5 to 12% fines require dual symbols:
SW-SM well-graded sand with silt
SW-SC well-graded sand with clay
SP-SM poorly graded sand with silt
SP-SC poorly graded sand with clay
j. If Atterberg limits plot in hatched area, soil is a CL-ML, silty clay.
k. If soil contains 10 to 29% plus No. 200, add "with sand" or "with gravel" whichever is predominant.
l. If soil contains $\geq 30\%$ plus No. 200, predominantly sand, add "sandy" to group name.
m. If soil contains $\geq 30\%$ plus No. 200 predominantly gravel, add "gravelly" to group name.
n. PI ≥ 4 and plots on or above "A" line.
o. PI < 4 or plots below "A" line.
p. PI plots on or above "A" line.
q. PI plots below "A" line.



Liquid Limit (LL)

Laboratory Tests

DD	Dry density, pcf	OC	Organic content, %
WD	Wet density, pcf	S	Percent of saturation, %
MC	Natural moisture content, %	SG	Specific gravity
LL	Liquid limit, %	C	Cohesion, psf
PL	Plastic limit, %	ϕ	Angle of internal friction
PI	Plasticity index, %	qu	Unconfined compressive strength, psf
P200	% passing 200 sieve	qp	Pocket penetrometer strength, tsf

Particle Size Identification

Boulders	over 12"
Cobbles	3" to 12"
Gravel	
Coarse	3/4" to 3"
Fine	No. 4 to 3/4"
Sand	
Coarse	No. 4 to No. 10
Medium	No. 10 to No. 40
Fine	No. 40 to No. 200
Silt	< No. 200, PI < 4 or below "A" line
Clay	< No. 200, PI ≥ 4 and on or above "A" line

Relative Density of Cohesionless Soils

Very loose	0 to 4 BPF
Loose	5 to 10 BPF
Medium dense	11 to 30 BPF
Dense	31 to 50 BPF
Very dense	over 50 BPF

Consistency of Cohesive Soils

Very soft	0 to 1 BPF
Soft	2 to 3 BPF
Rather soft	4 to 5 BPF
Medium	6 to 8 BPF
Rather stiff	9 to 12 BPF
Stiff	13 to 16 BPF
Very stiff	17 to 30 BPF
Hard	over 30 BPF

Drilling Notes

Standard penetration test borings were advanced by 3 1/4" or 6 1/4" ID hollow-stem augers unless noted otherwise. Jetting water was used to clean out auger prior to sampling only where indicated on logs. Standard penetration test borings are designated by the prefix "ST" (Split Tube). All samples were taken with the standard 2" OD split-tube sampler, except where noted.

Power auger borings were advanced by 4" or 6" diameter continuous-flight, solid-stem augers. Soil classifications and strata depths were inferred from disturbed samples augered to the surface and are, therefore, somewhat approximate. Power auger borings are designated by the prefix "B."

Hand auger borings were advanced manually with a 1 1/2" or 3 1/4" diameter auger and were limited to the depth from which the auger could be manually withdrawn. Hand auger borings are indicated by the prefix "H."

BPF: Numbers indicate blows per foot recorded in standard penetration test, also known as "N" value. The sampler was set 6" into undisturbed soil below the hollow-stem auger. Driving resistances were then counted for second and third 6" increments and added to get BPF. Where they differed significantly, they are reported in the following form: 2/12 for the second and third 6" increments, respectively.

WH: WH indicates the sampler penetrated soil under weight of hammer and rods alone; driving not required.

WR: WR indicates the sampler penetrated soil under weight of rods alone; hammer weight and driving not required.

TW indicates thin-walled (undisturbed) tube sample.

Note: All tests were run in general accordance with applicable ASTM standards.

LEGEND



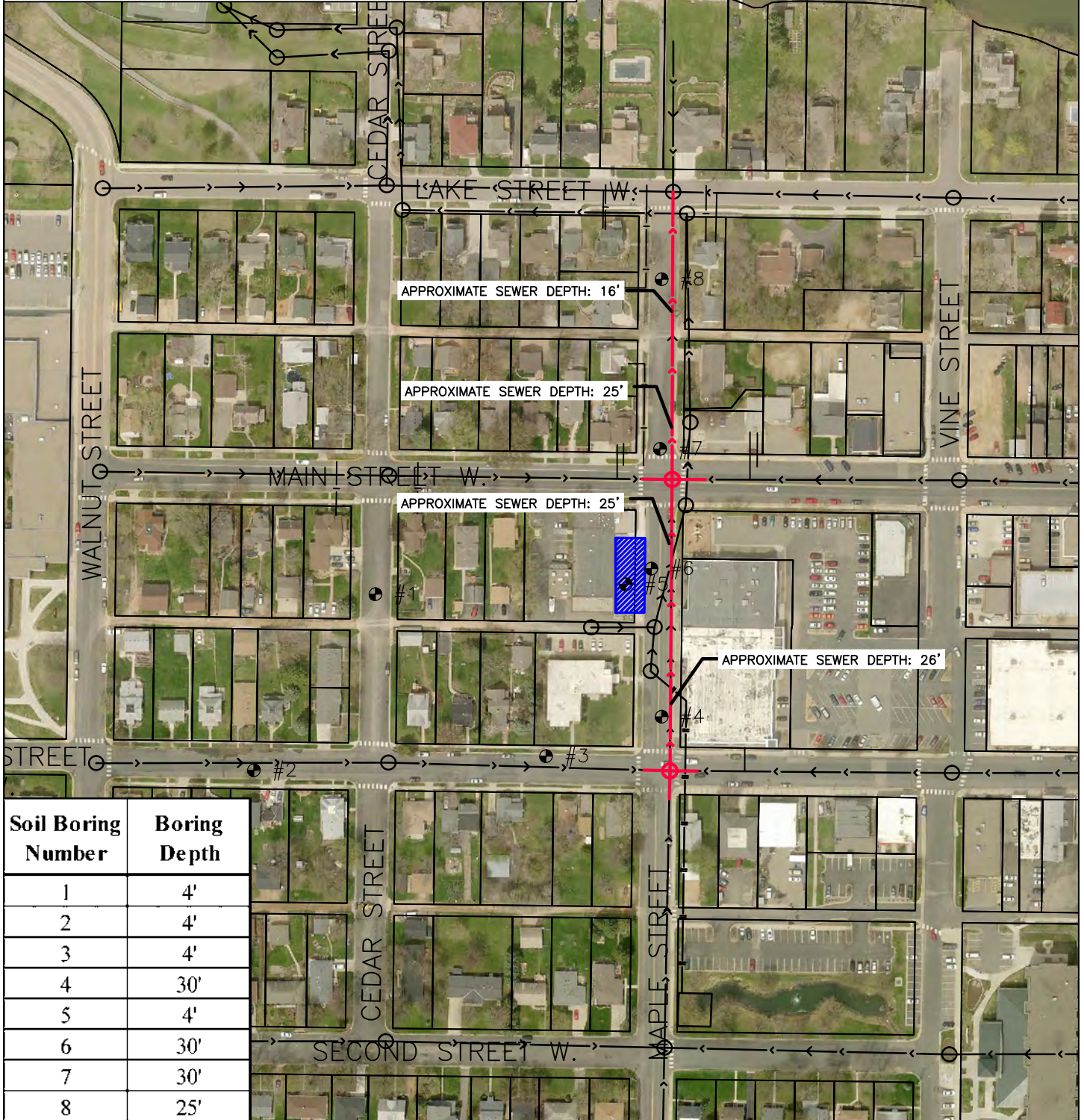
APPROXIMATE SOIL BORING LOCATION



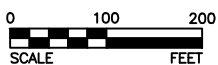
REPLACE SANITARY SEWER MAIN



REPLACE FIRE STATION APRON



Soil Boring Number	Boring Depth
1	4'
2	4'
3	4'
4	30'
5	4'
6	30'
7	30'
8	25'



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 Consulting Engineers & Surveyors
 MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN
 BURNSVILLE, MN WILLMAR, MN CHASKA, MN
 RAMSEY, MN MAPLEWOOD, MN BRANERD, MN AMES, IA

CITY OF WACONIA, MINNESOTA
 2014 INFRASTRUCTURE IMPROVEMENTS
 SOIL BORING LOCATIONS

10/28/2013

FIGURE NO. 1



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TESTING, INC.

SUBSURFACE BORING LOG

AET JOB NO: **22-02671**

LOG OF BORING NO. **B-4 (p. 1 of 2)**

PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	R
1	4.5" Bituminous pavement	FILL		F							
1	FILL, mostly gravelly silty sand, brown, frozen (A-1-b)		50/4	F	SS	8	18				
2	FILL, mostly sandy lean clay, a little gravel, ash/cinders, pieces of concrete, glass, ceramic, wood and bituminous, dark brown and gray, frozen to 3', a lens of gravelly sand at 4.5' to 6' (A-6)		18	F	SS	16	21				
3											
4											
5			9	M	SS	5	14				
6											
7											
8			3	M	SS	6	22				900
9											
10			4	M	SS	10	27				
11											
12											
13			4	M	SS	6	24				
14											
15			16		SS	16	27				
16											
17	FILL, mostly lean clay with sand, a little gravel, brown, dark brown and light brown		5	W	SS	16	28				
18											
19	FILL, mostly gravelly sandy lean clay, pieces of wood, dark brown and gray		4	W	SS	5	31				
20											
21											
DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG		
0-29½'	3.25" HSA	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL			
		12/30/13	12:00	18.5	17.0	18.3		15.9			
		12/30/13	12:10	18.5	17.0	18.3		15.7			
		12/30/13	12:30	31.0	29.5	31.0		27.7			
BORING COMPLETED: 12/30/13											
DR: SS LG: MF Rig: 1C											

AET CORP 22-02671 GPJ AET-CPT-WELL GDT 1/13/14

03/2011

01-DHR 390



AMERICAN
ENGINEERING
TESTING, INC.

SUBSURFACE BORING LOG

AET JOB NO: **22-02671**

LOG OF BORING NO. **B-4 (p. 2 of 2)**

PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	R
23	FILL, mostly gravelly sandy lean clay, pieces of wood, dark brown and gray (<i>continued</i>)	FILL (<i>continued</i>)									
24	SANDY LEAN CLAY, a little gravel, gray, very stiff (CL) (A-6)	TILL									
25			27	M	SS	16	17				
26											
27											
28											
29											
30			18	M	SS	18	17				
31	END OF BORING										



AMERICAN
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TESTING, INC.

SUBSURFACE BORING LOG

AET JOB NO: **22-02671**

LOG OF BORING NO. **B-5 (p. 1 of 1)**

PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	6.5" Concrete pavement	FILL	50/4	F							
	FILL, mostly silty sand, a little gravel and clayey sand, brown, frozen to 18" (A-2-4)			F							
2	FILL, mostly sandy lean clay, a little gravel, geotextile around 2', dark brown and brown (A-6)		26	M							
3	FILL, mostly silty sand, a little gravel and lean clay, brown (A-2-4)					12	23				
4	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-26"	FA	12/20/13	12:48	4.0	2.0	4.0		None	
BORING COMPLETED: 12/20/13									
DR: TK LG: SHS Rig: 85C									

AET CORP 22-02671.GPJ AET-CPT-WELL.GDT 1/13/14

03/2011

01-DHR 392



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TESTING, INC.

SUBSURFACE BORING LOG

AET JOB NO: **22-02671** LOG OF BORING NO. **B-6 (p. 1 of 2)**
PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	R
	6.5" Bituminous pavement	FILL									
1	FILL, mostly gravelly silty sand, brown, frozen (A-1-b)						14				
2	FILL, mostly clayey sand, a little gravel, dark brown, frozen to 18" (A-2-6)		14	F	SS	12	14				
3											
4	FILL, mostly sandy lean clay, a little gravel and silty sand, ash/cinders, brown and dark brown (A-6)		13	M	SS	12	14				
5											
6											
7			7	M	SS	10	13				2700
8											
9											
10			14	M	SS	12	27				
11											
12											
13			8	M	SS	14	23				
14	FILL, mostly sandy lean clay, a little gravel, gray, dark brown and brown (A-6)		8	M	SS	12	20				
15											
16											
17											
18	SANDY LEAN CLAY, a little gravel, gray mottled, firm, laminations of silty sand (CL) (A-6)	TILL									
19											
20			6	M	SS	14	23				
21											

AET CORP 22-02671.GPJ AET+CPT+WELL.GDT 3/11/14

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-29½'	3.25" HSA	12/20/13	1:51	31.0	29.5	30.5		27.0	
BORING COMPLETED: 12/20/13									
DR: TK LG: SHS Rig: 85C									

03/2011

01-DHR 393



AMERICAN
ENGINEERING
TESTING, INC.

SUBSURFACE BORING LOG

AET JOB NO: **22-02671**

LOG OF BORING NO. **B-6 (p. 2 of 2)**

PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	R
23	SANDY LEAN CLAY, a little gravel, gray mottled, firm, laminations of silty sand (CL) (A-6) <i>(continued)</i>	TILL <i>(continued)</i>									
24											
25			7	M	SS	16	25				
26											
27											
28	SANDY LEAN CLAY, a little gravel, gray, stiff (CL) (A-6)										
29											
30			14	M	SS	14	19				
31											
	END OF BORING										



AMERICAN
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TESTING, INC.

SUBSURFACE BORING LOG

AET JOB NO: **22-02671**

LOG OF BORING NO. **B-7 (p. 1 of 2)**

PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	5" Bituminous pavement	FILL		F			17				
2	FILL, mostly silty sand, a little gravel, dark brown (A-2-4)		70	F/M	SS	18					
3	FILL, mostly lean clay with sand, a little gravel, brown and dark brown, frozen to 2.5' (A-6)		7	M	SS	10	24				
4											
5	FILL, mostly sandy lean clay, a little gravel and lean clay, dark brown and brown (A-6)		6	M	SS	6	13				
6											
7											
8			6	M	SS	6	18				
9	LEAN CLAY, black, firm (CL) (A-6) (possible fill)	TOPSOIL OR FILL									
10			8	M	SS	6	27				
11		TILL									
12	SANDY LEAN CLAY, a little gravel, brown, a little light brown, very stiff, laminations of lean clay (CL) (A-6)		15	M	SS	14	17				
13											
14	SANDY LEAN CLAY, a little gravel, brown, a little dark brown and light gray, very stiff, laminations of sandy silt and silt (CL) (A-6)		29	M	SS	18	17				
15											
16											
17											
18	SANDY LEAN CLAY, a little gravel, possible cobbles around 20' and 22', gray, very stiff (CL) (A-6)										
19											
20			17	M	SS	16	17				
21											

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
0-29½'	3.25" HSA	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		12/26/13	12:15	21.0	19.5	19.3		19.0	
		12/26/13	12:25	21.0	19.5	19.3		18.7	
BORING COMPLETED: 12/26/13		12/26/13	12:40	31.0	29.5	29.8		29.1	
DR: SS LG: CD/MFg: 1C									

AET CORP 22-02671 GPJ AET-CPT+WELL.GDT 1/13/14

03/2011

01-DHR 395



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SUBSURFACE BORING LOG

AET JOB NO: **22-02671**

LOG OF BORING NO. **B-7 (p. 2 of 2)**

PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
23	CLAYEY SAND, a little gravel, gray, very stiff, laminations of silty sand (SC) (A-6)	TILL (continued)	16	M	SS	18	18				
24											
25											
26											
27											
28											
29											
30											
31	END OF BORING										



AMERICAN
ENGINEERING
TESTING, INC.

SUBSURFACE BORING LOG

AET JOB NO: **22-02671**

LOG OF BORING NO.

B-8 (p. 1 of 2)

PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	2" Bituminous pavement	FILL									
1	FILL, mostly silty sand, a little gravel, brown, frozen (A-2-4)		50/5	F	SS	3	.12				
2	FILL, mostly clayey sand, a little gravel, brown and dark brown, frozen (A-6)										
3	SANDY LEAN CLAY, a little gravel, brown, a little gray and light brown, frozen to 2.5', laminations of sandy silt and silt (CL) (A-6)	TILL	14	F/M	SS	14	18				
4	SANDY LEAN CLAY, a little gravel, brown and brownish gray mottled to brown, stiff to very stiff, a lens of gravelly silty sand around 13' (CL) (A-6)		15	M	SS	16	17				
5											
6											
7											
8			18	M	SS	18	18				
9											
10			17	M	SS	18	19				
11											
12											
13			26	M	SS	18	20				
14	SANDY LEAN CLAY, a little gravel, brown, a little dark brown, very stiff (CL) (A-6)		28	M	SS	18	15				
15											
16											
17											
18	SANDY LEAN CLAY, a little gravel, brown, hard (CL) (A-6)										
19											
20			42	M	SS	2	16				
21											

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
0-24½'	3.25" HSA	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		12/26/13	1:50	26.0	24.5	24.1		23.0	
		12/26/13	1:55	26.0	24.5	24.1		22.5	
BORING COMPLETED: 12/26/13									
DR: SS LG: CD/MRg: 1C									

AET CORP 22-02671 GPJ AET-CPT-WELL.GDT 1/13/14

03/2011

01-DHR 397



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TESTING, INC.

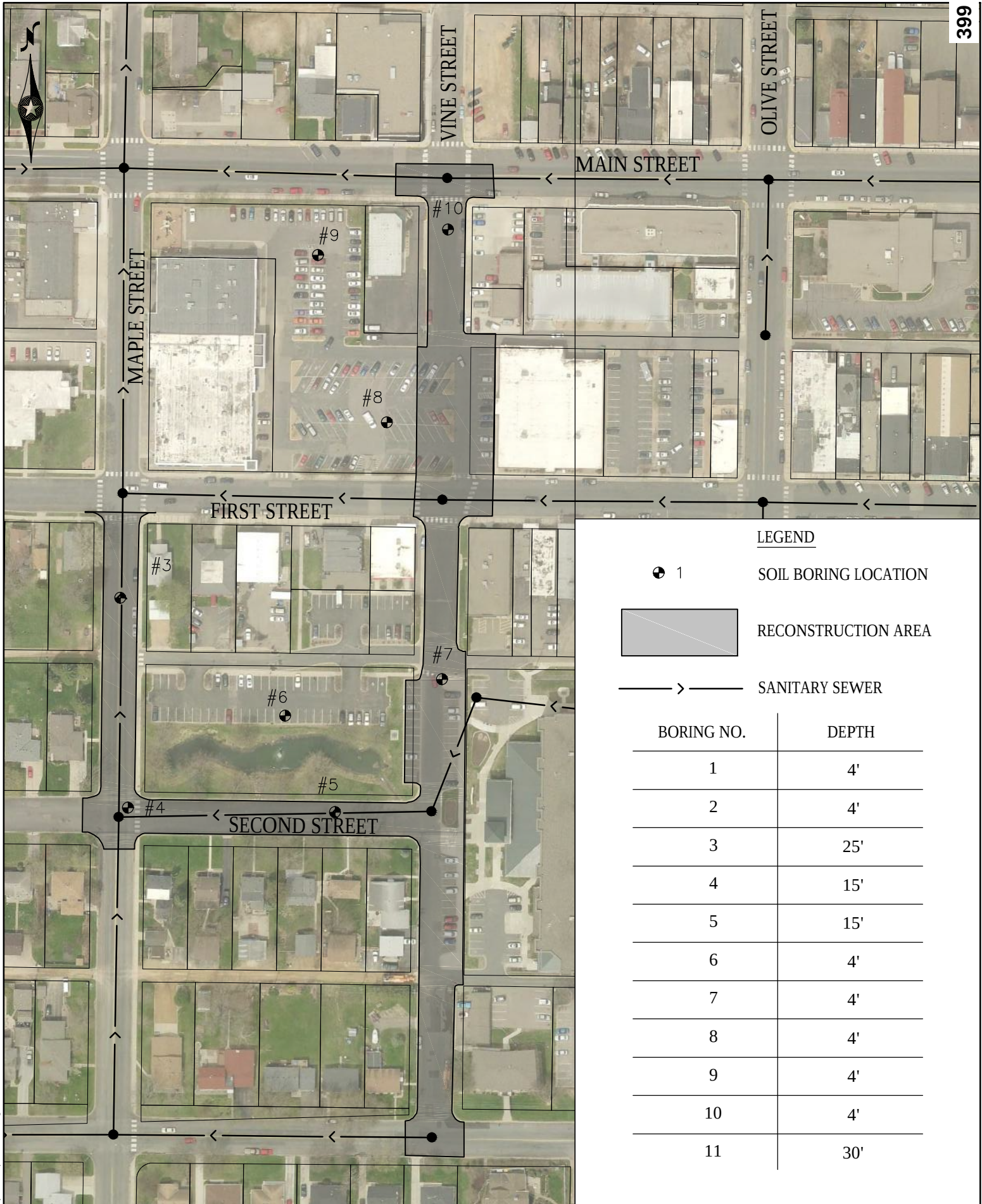
SUBSURFACE BORING LOG

AET JOB NO: **22-02671**

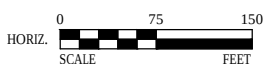
LOG OF BORING NO. **B-8 (p. 2 of 2)**

PROJECT: **2014 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
23	SANDY LEAN CLAY, a little gravel, brown, hard (CL) (A-6) (continued)	TILL (continued)									
24	SANDY LEAN CLAY, a little gravel, brownish gray, very stiff, laminations of sandy silt (CL) (A-6)										
25			28	M		16	17				
26	END OF BORING										



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 H:\WAC\1210446\1210446-2_Preliminary\CD\1210446-2_S01.dwg 7/18/14 9:22 am



BOLTON & MENK, INC.
 Consulting Engineers & Surveyors
 MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN BURNSVILLE, MN
 WILLMAR, MN CHASKA, MN RAMSEY, MN MAPLEWOOD, MN
 BAXTER, MN ROCHESTER, MN AMES, IA SPENCER, IA

CITY OF WACONIA, MINNESOTA
 2015 INFRASTRUCTURE IMPROVEMENTS
 SOIL BORING LOCATIONS



SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-3 (p. 1 of 2)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	7" Bituminous pavement	FILL				SU					
2	FILL, mostly sandy lean clay, a little gravel, brown and gray mottled, stiff (A-6)		12	M		SS	7	19			
3	SANDY LEAN CLAY, a little gravel, brown and gray mottled, firm, laminations of silt (CL) (A-6)	WEATHERED TILL	7	M		SS	20	19			
4											
5	SANDY LEAN CLAY, a little gravel, brown and gray mottled to gray and brown mottled, stiff to very stiff, laminations of sandy silt (CL) (A-6)	TILL	13	M		SS	16	19			
6											
7											
8			12	M		SS	15	20			
9											
10											
11											
12											
13			13	M		SS	17	20			
14											
15											
16											
17											
18											
19	SANDY LEAN CLAY, a little gravel, gray, very stiff, laminations of sand (CL) (A-6)										
20											
21											
			17	M		SS	16	17			

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-24½'	3.25" HSA	8/18/14	11:05	26.0	24.5	24.5		None	
BORING COMPLETED: 8/18/14									
DR: SG LG: SB Rig: 91C									

AET CORP 20-12298.GPJ AET+OPT+WELL.GDT 8/28/14

[illegible]



SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-4 (p. 1 of 1)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	ohm-cm
1	12.5" Bituminous pavement	FILL		M	SU						
2	FILL, mostly lean clay, black and gray (A-7-6)		14	M	SS	8	21				
3	FILL, mostly clayey sand, a little gravel, gray, a little black (A-6)		9	M	SS	10	15				
4											
5	FILL, mostly organic clay, a little sand (A-8)		10	M	SS	8	42				
6											
7	FILL, mostly organic clay, a little sandy lean clay, black, a little gray (A-8)		4	M	SS	4	30				
8											
9											
10	SANDY LEAN CLAY, a little gravel, brown and gray mottled, firm (CL) (A-6)	TILL	7	M	SS	14	41 22				
11											
12	CLAYEY SAND, a little gravel, gray, soft to firm (CL) (A-6)		4	M	SS	16	22				
13											
14											
15			6	M	SS	17	19				
16	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-14½'	3.25" HSA	8/18/14	12:00	16.0	14.5	14.5		None	
BORING COMPLETED: 8/18/14									
DR: SG LG: SB Rig: 91C									



SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-5 (p. 1 of 2)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION		GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
	WC	DEN						LL	PL	%-#200		
1	6" Bituminous pavement		FILL	13	M	 SU	10	28				
	18" Crushed limestone, light brown (A-1-b)					 SS						
2	FILL, mostly lean clay with sand, a little sand, black and gray (A-6)			7	M	 SS	2					
3						 SS						
4			 SS									
5	ORGANIC CLAY, black, soft to very soft (OH) (A-8)		SWAMP DEPOSIT	2	W/M	 SS	6	140				
6		 SS										
7		 SS		1½	M	 SS	18	140				
8		 SS										
9	ORGANIC CLAY, trace shells and roots, black, very soft (OH) (A-8)			WH	M	 SS	16	95				
10						 SS						
11						 SS						
12						 SS						
13		 SS		WH	M	 SS	18	164				
14		 SS										
15	ORGANIC CLAY, trace shells and roots, black, a little brown and light gray, very soft, lenses and laminations of hemic peat (OH) (A-8)			WH	M	 SS	18	197				
16						 SS						
17	ORGANIC CLAY, trace roots, brown, very soft (OH) (A-8)			WH	M	 SS	10	240				
18						 SS						
19	CLAYEY SAND, a little gravel, gray, very soft to firm (SC) (A-6)		TILL	WH	W	 SS	16	22				
20						 SS						
21						 SS						

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-24'	3.25" HSA	8/18/14	1:10	26.0	24.5	24.5		None	
BORING COMPLETED: 8/18/14									
DR: SG LG: SB Rig: 91C									

AET CORP 20-12298.GPJ AET+OPT+WELL.GDT 8/28/14



AET JOB NO: 20-12298		LOG OF BORING NO. SB-5 (p. 2 of 2)									
PROJECT: 2015 Infrastructure Improvements; Waconia, MN											
DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
23	CLAYEY SAND, a little gravel, gray, very soft to firm (SC) (A-6) <i>(continued)</i>						24				
24											
25											
26	END OF BORING										



SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-6 (p. 1 of 1)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	3.75" Bituminous pavement	FILL			SU						
2	10.25" Crushed limestone base, light brown (A-1-b)		25	M	SS	16					
3	FILL, mostly sand with silt, a little gravel, geotextile at 14", brown (A-1-b)		5	M	SS	5	21				55
4	FILL, mostly sandy lean clay, gray and black (A-6)	SWAMP DEPOSIT									
5	ORGANIC CLAY, black, soft (OH) (A-8)		4	M	SS	10	92				
6	ORGANIC CLAY, trace shells and roots, dark brown to black, soft to firm (OH) (A-8)		2	M	SS	16	107				
7											
8											
9	CLAYEY SAND, gray, firm (SC) (A-6)	TILL	5	M	SS	15	113 19				55
10	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-8'	3.25" HSA	8/18/14	1:50	10.0	8.0	8.0		None	
BORING COMPLETED: 8/18/14									
DR: SG LG: SB Rig: 91C									

AET CORP 20-12298.GPJ AET+OPT+WELL.GDT 8/28/14



SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-7 (p. 1 of 1)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS					
							WC	DEN	LL	PL	%-#200	
1	6" Bituminous pavement		33	M		SU	16	35				
	FILL, mostly silty sand with gravel, light brown (A-2-4)					SS						
2	FILL, mostly sand with silt, a little gravel, light brown (A-3)					SS						
3	ORGANIC CLAY, black, stiff (OH) (A-8)		9	M		SS	18					
4	SANDY LEAN CLAY, a little gravel, brown and gray mottled, soft to firm, laminations of sandy silt (CL) (A-6)		4	M		SS	2	26				
5						SS						
6						SS						
7						SS						
8						SS	15	23				
9	CLAYEY SAND, a little gravel, gray and brown mottled, firm, laminations of sand (SC) (A-6)		7	M		SS	18	22				
10						SS						
11	END OF BORING											

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-9½'	3.25" HSA	8/18/14	9:05	11.0	9.5	9.5		None	
BORING COMPLETED: 8/19/14									
DR: SG LG: SB Rig: 91C									

AET CORP 20-12298.GPJ AET+OPT+WELL.GDT 8/28/14



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SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-8 (p. 1 of 1)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	3" Bituminous pavement	FILL	6	M	SU SU SS	14	25				
2	8" Crushed limestone base, light brown (A-1-b)										
2	FILL, mostly sand with silt, a little gravel, brown (A-3)	FINE ALLUVIUM TILL	6	M	SS	17	21				
3	LEAN CLAY, slightly organic, black, firm (CL) (A-7-6)										
4	SANDY LEAN CLAY, brown, a little gray mottled, firm (CL) (A-6)										
4	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-2'	3.25" HSA	8/19/14	9:19	4.0	2.0	4.0		None	
BORING COMPLETED: 8/19/14									
DR: SG LG: SB Rig: 91C									

AET CORP 20-12298.GPJ AET+OPT+WELL.GDT 8/28/14



SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-9 (p. 1 of 1)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	3" Bituminous pavement	FILL	9	M	SU SU SS	8	19				
	5" Crushed limestone base, light brown (A-1-b)										
2	FILL, mostly sandy lean clay, gray (A-6)	TILL	9	M	SS	22	18				
3	SANDY LEAN CLAY, a little gravel, brown and gray mottled, firm, laminations of sandy silt (CL) (A-6)										
4	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
0-2'	3.25" HSA	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		8/19/14	9:34	4.0	2.0	4.0		None	
BORING COMPLETED: 8/19/14									
DR: SG LG: SB Rig: 91C									



AMERICAN
ENGINEERING
TESTING, INC.

SUBSURFACE BORING LOG

AET JOB NO: **20-12298**

LOG OF BORING NO. **SB-10 (p. 1 of 1)**

PROJECT: **2015 Infrastructure Improvements; Waconia, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	2" Bituminous pavement	FILL	16	M	SU SU SS	11	15				
	14" Crushed limestone base, light brown (A-1-b)										
2	FILL, mostly sandy lean clay with gravel, brown and gray	TILL OR FILL	13	M	SS	17	15				
3	CLAYEY SAND, a little gravel, brown, stiff, lenses of sand with silt (SC) (A-6) (possible fill)										
4	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-2'	3.25" HSA	8/19/14	9:55	4.0	2.0	4.0		None	
BORING COMPLETED: 8/19/14									
DR: SG LG: SB Rig: 91C									

AET CORP 20-12298.GPJ AET+OPT+WELL.GDT 8/28/14

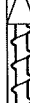
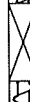


Project: Waconia Apartments Waconia, Minnesota		AET Report No.: P-0006217	
Subject: Approximate Soil Boring Locations		Date: 11/8/2021	
Scale: Shown	Prepared By: AS	Checked By: JS	
		Figure 1	



SUBSURFACE BORING LOG

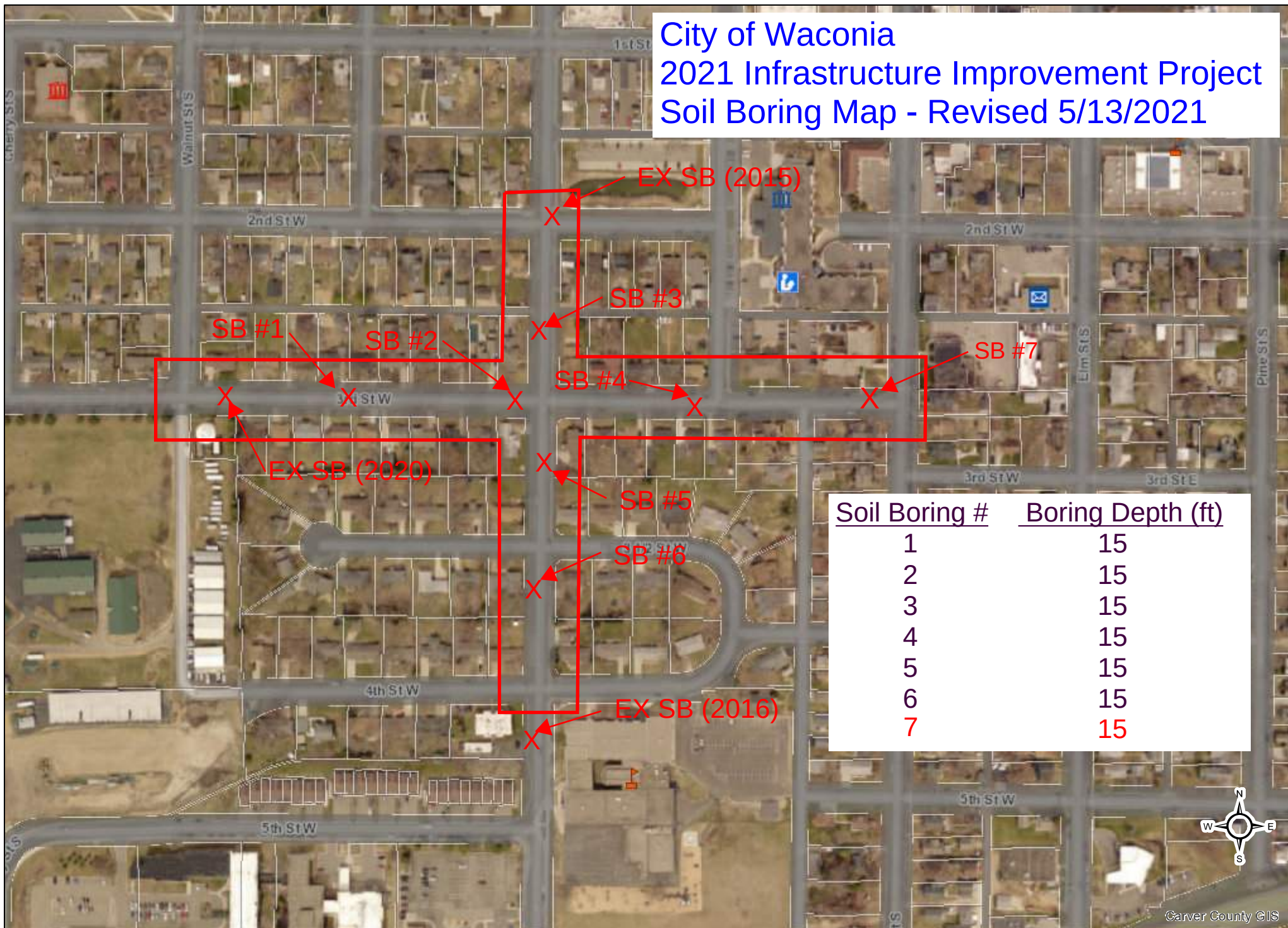
AET JOB NO: **P-0006217**LOG OF BORING NO. **B-1 (p. 1 of 1)**PROJECT: **Waconia Apartment Complex; Waconia, MN**SURFACE ELEVATION: **1040.4**LATITUDE: **44.84753**LONGITUDE: **-93.7875**

SURFACE ELEVATION: _____		DATE: _____		FIELD & LABORATORY TESTS											
DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.						PL	%#200		
							WC	DEN	LL						
1	FILL, mostly clayey sand with organic fines, a little gravel, black (topsoil)	FILL	4	M		SS	10	18							
2	FILL, mostly gravelly sand with silt, brown														
3				15	M		SS	11							
4															
5	FILL, mixture of gravelly sand with silt and clayey sand, brown			14	M		SS	10							
6															
7	FILL, mostly gravelly sand with silt, brown			10	M		SS	7							
8															
9															
10			12	M		SS	12								
11															
12	SAND WITH SILT WITH GRAVEL, medium grained, dark brown, waterbearing, loose to medium dense (SP-SM)	COARSE ALLUVIUM													
13				10	W		SS	15							
14															
15				13	W		SS	13					12		
16															
17															
18															
19															
20				16	W		SS	12							
21															
22															
23															
24				17	W		SS	13							
END OF BORING															

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-23'	3.25" HSA	10/21/21	12:43	14.0	12.0	15.0		12.5	
		10/21/21	12:59	24.5	23.0	24.0		12.9	
BORING COMPLETED: 10/21/21									
DR: GH LG: JJ Rig: 91C									

AET CORP W-LAT-LONG P-0006217.GPJ AET+OPT+WELL.GDT 11/15/21

City of Waconia 2021 Infrastructure Improvement Project Soil Boring Map - Revised 5/13/2021



This map was created using Carver County's Geographic Information Systems (GIS), it is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.



Haugo GeoTechnical Services
2825 Cedar Ave South
Minneapolis, MN 55407
Telephone: 612-729-2959
Fax: 763-445-2238

BORING NUMBER SB-2

PAGE 1 OF 1

CLIENT Bolton & Menk
PROJECT NUMBER 21-0538
DATE STARTED 6/29/21 COMPLETED 6/29/21
DRILLING CONTRACTOR HGTS - 120
DRILLING METHOD Hollow Stem Auger/Split Spoon
LOGGED BY GD CHECKED BY PG
NOTES _____

PROJECT NAME 2022 Waconia Infrastructure Improvements
PROJECT LOCATION Waconia, MN
GROUND ELEVATION 1011.5 ft HOLE SIZE 3 1/4 inches
GROUND WATER LEVELS:
AT TIME OF DRILLING --- Not Encountered
AT END OF DRILLING ---
AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	MOISTURE CONT. (%)	NOTES	▲ SPT N VALUE ▲			
								20	40	60	80
0.0		Approximately 3 Inches of Bituminous Asphalt									
		Approximately 4 Inches of Aggregate Base									
		(SC) Clayey Sand, fine to medium grained, trace Gravel, brown, medium. (Glacial Till)	AU 29								
2.5		P-200 = 43.5	SS 30		3-3-3 (6)	18.5					
5.0			SS 31		2-3-3 (6)						
7.5		(CL) Sandy Lean Clay, trace Gravel, wet, soft to rather stiff. (Glacial Till)	SS 32		1-2-2 (4)	22					
10.0			SS 33		3-5-6 (11)						
12.5		(CL) Sandy Lean Clay, trace Gravel, gray, wet, rather stiff. (Glacial Till)	SS 34		3-5-7 (12)						
			SS 35		6-6-6 (12)						

Bottom of borehole at 14.5 feet.

GEOTECH BH PLOTS - GINT STD US LAB GDT - 8/12/21 16:22 - C:\USERS\HGTS 3\DROPBOX (HGTS)\HAUGO GEOTECHNICAL SERVICES\GINT PROJECT BACKUP\PROJECTS\21-0538 2022 WACONIA INFRASTRUCTURE IMPROVEMENTS.GPJ



Haugo GeoTechnical Services
2825 Cedar Ave South
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Fax: 763-445-2238

BORING NUMBER SB-4

PAGE 1 OF 1

CLIENT	Bolton & Menk	PROJECT NAME	2022 Waconia Infrastructure Improvements
PROJECT NUMBER	21-0538	PROJECT LOCATION	Waconia, MN
DATE STARTED	6/29/21	COMPLETED	6/29/21
GROUND ELEVATION	1010.2 ft	HOLE SIZE	3 1/4 inches
DRILLING CONTRACTOR	HGTS - 120	GROUND WATER LEVELS:	
DRILLING METHOD	Hollow Stem Auger/Split Spoon	AT TIME OF DRILLING	--- Not Encountered
LOGGED BY	GD	CHECKED BY	PG
NOTES			
		AT END OF DRILLING	---
		AFTER DRILLING	--- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	MOISTURE CONT. (%)	NOTES	▲ SPT N VALUE ▲			
								20	40	60	80
0.0		Approximately 3 Inches of Bituminous Asphalt Approximately 4 Inches of Aggregate Base P-200 = 7% Sandy Lean Clay, gray and black, wet. (Fill)	AU 36			4					
2.5		Organic Content = 4%	SS 37		2-2-3 (5)	20.5					
5.0		Sandy Lean Clay, black, wet. (Fill) Organic Content = 10.5%	SS 38		3-3-4 (7)	35					
7.5		(CL) Sandy Lean Clay, trace Gravel, brown, wet, medium to rather stiff. (Glacial Till)	SS 39		2-2-5 (7)						
10.0			SS 40		3-5-7 (12)						
12.5			SS 41		4-5-6 (11)						
		(CL) Sandy Lean Clay, trace Gravel, gray, wet, rather stiff. (Glacial Till)	SS 42		4-4-8 (12)						

Bottom of borehole at 14.5 feet.

GEOTECH BH PLOTS - GINT STD US LAB.GDT - 8/12/21 16:22 - C:\USERS\HGTS 3\DROPBOX\HGTS\HAUGO GEOTECHNICAL SERVICES\GINT PROJECT BACKUP\PROJECTS\21-0538 2022 WACONIA INFRASTRUCTURE IMPROVEMENTS.GPJ



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Fax: 763-445-2238

BORING NUMBER SB-7

PAGE 1 OF 1

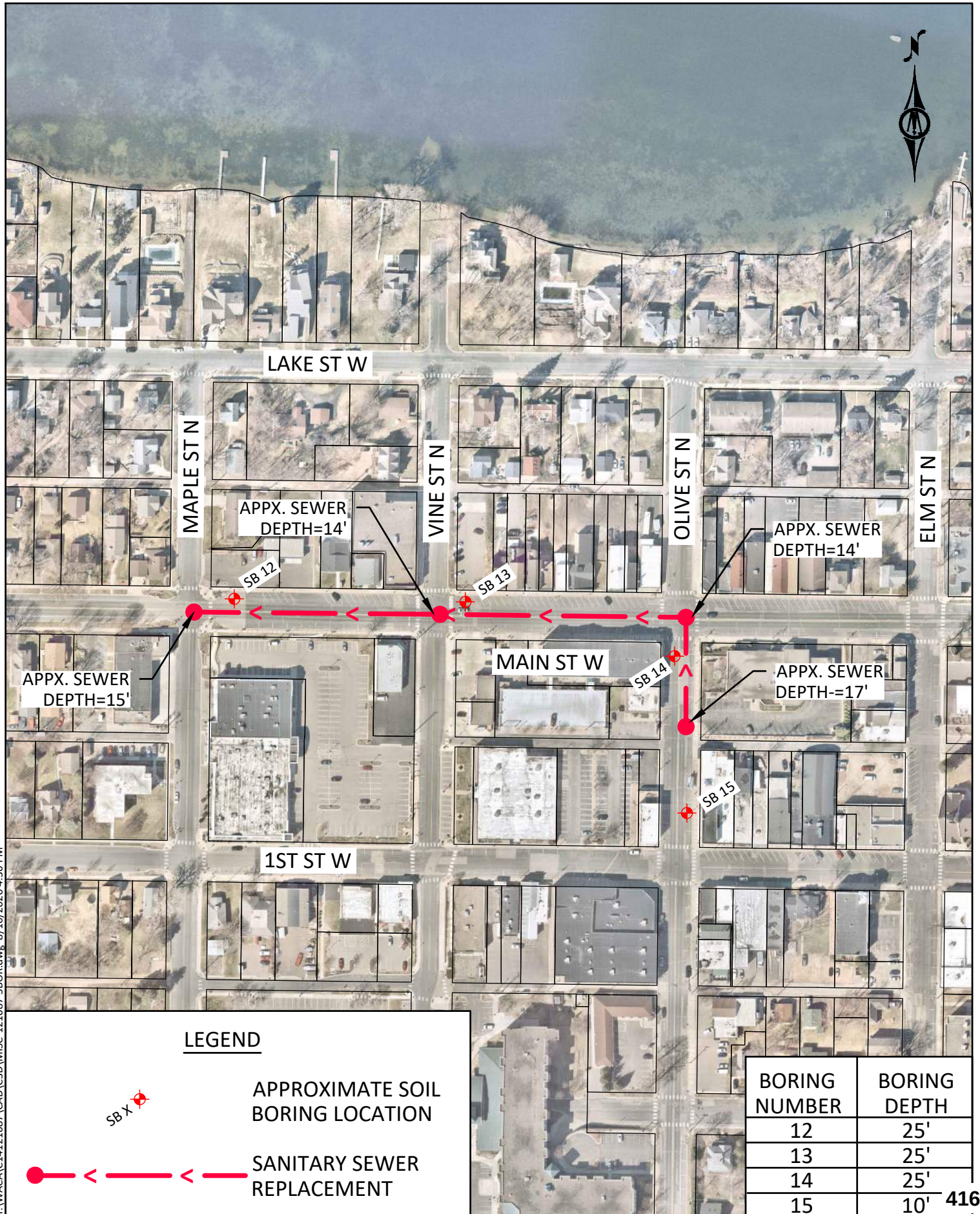
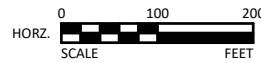
CLIENT Bolton & Menk
PROJECT NUMBER 21-0538
DATE STARTED 6/29/21 COMPLETED 6/29/21
DRILLING CONTRACTOR HGTS - 120
DRILLING METHOD Hollow Stem Auger/Split Spoon
LOGGED BY GD CHECKED BY PG
NOTES _____

PROJECT NAME 2022 Waconia Infrastructure Improvements
PROJECT LOCATION Waconia, MN
GROUND ELEVATION 1032.9 ft HOLE SIZE 3 1/4 inches
GROUND WATER LEVELS:
▽ AT TIME OF DRILLING 12.50 ft / Elev 1020.40 ft
AT END OF DRILLING ---
AFTER DRILLING --- Not Encountered

GEOTECH BH PLOTS - GINT STD US LAB.GDT - 8/12/21 16:22 - C:\USERS\HGTS 3\DROPBOX (HGTS)\HAUGO GEOTECHNICAL SERVICES\GINT PROJECT BACKUP\PROJECTS\21-0538 2022 WACONIA INFRASTRUCTURE IMPROVEMENTS.GPJ

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	MOISTURE CONT. (%)	NOTES	▲ SPT N VALUE ▲			
								20	40	60	80
								PL	MC	LL	
								20	40	60	80
								□ FINES CONTENT (%) □			
								20	40	60	80
0.0		Approximately 3 Inches of Bituminous Asphalt									
		Approximately 4 Inches of Aggregate Base									
		(CL-ML) Silty Clay, brown, moist, medium (Glacial Till)	AU 43								
2.5		P-200 = 64.5%	SS 44		3-4-4 (8)	23.5					
5.0		(ML) Sandy Silt, fine grained, brown and gray, moist, loose. (Glacial Till)	SS 45		3-4-5 (9)						
7.5			SS 46		3-4-3 (7)	30					
10.0		(SM) Silty Sand, fine to medium grained, brown, waterbearing, loose to medium dense. (Glacial Till)	SS 47		4-5-6 (11)						
12.5	▽		SS 48		2-4-6 (10)						
		(ML) Sandy Silty, fine grained, brown, waterbearing, loose. (Glacial Till)	SS 49		1-2-3 (5)						

Bottom of borehole at 14.5 feet.



LEGEND

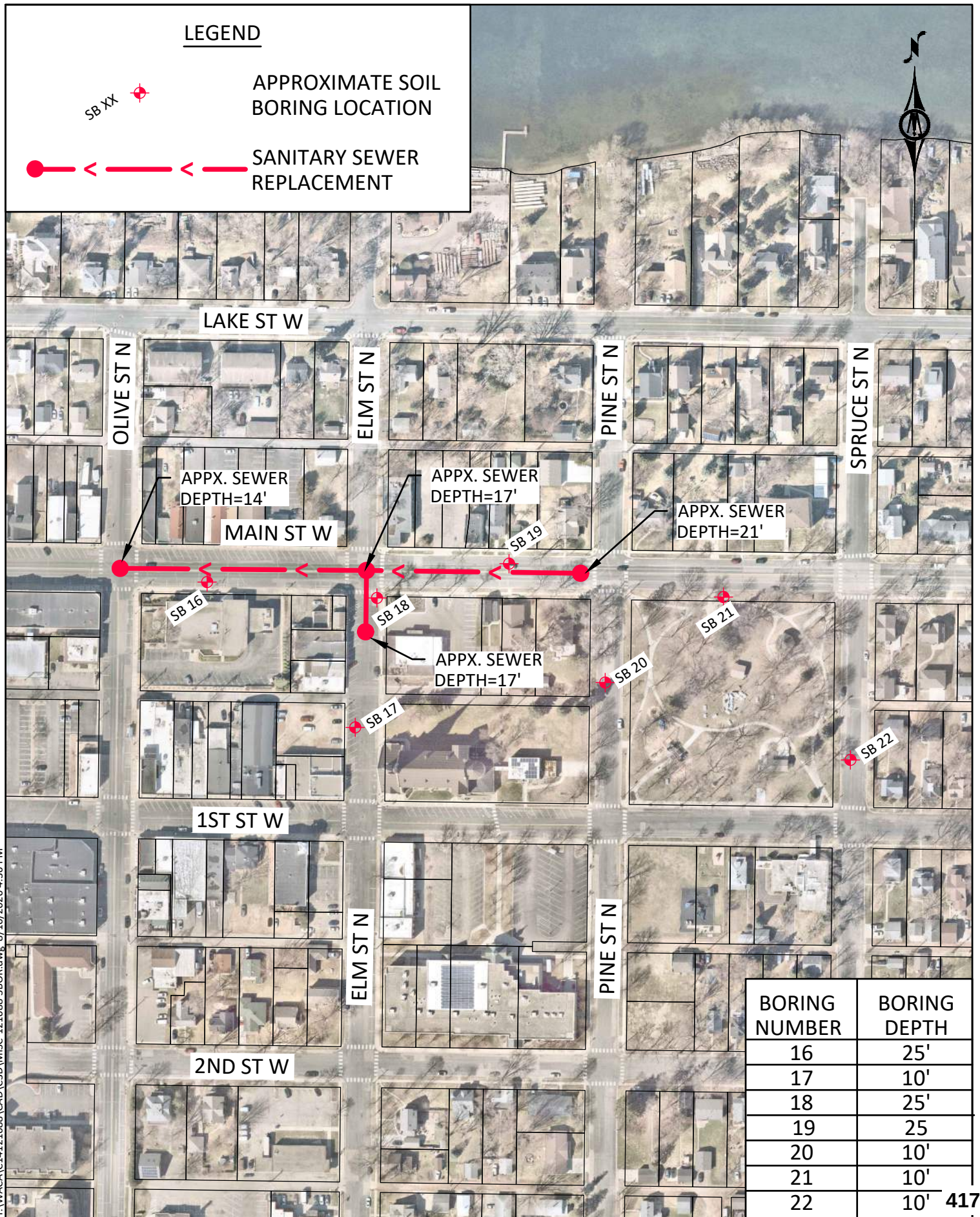
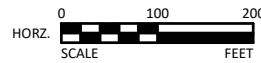


APPROXIMATE SOIL BORING LOCATION



SANITARY SEWER REPLACEMENT

BORING NUMBER	BORING DEPTH
12	25'
13	25'
14	25'
15	10'





SUBSURFACE BORING LOG

AET No: **20-23155** Log of Boring No. **B-12 (p. 1 of 1)**
Project: **2022 and 2023 Infrastructure Improvement Projects; Waconia, MN**

DEPTH IN FEET	Surface Elevation <u>1011.5</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	7½" Bituminous pavement	FILL			SU						
2	FILL, mostly silty sand with gravel, pieces of concrete, geotextile, brown, A-1-b		75	M	SS	3					
3	FILL, mostly silty sand with gravel, a little clayey sand and gravel, pieces of bituminous pavement, brown, A-1-b		28	M	SS	22					
4					SS						
5	FILL, mostly sandy lean clay, a little gravel, brown and dark brown, A-6		11	M	SS	18	24				
6					SS						
7					SS						
8			2	M	SS	4	23				
9					SS						
10			5	M	SS	10	21				
11					SS						
12	ORGANIC CLAY, black, firm, A-8 (OL/OH)	SWAMP DEPOSIT			SS						
13			8	M	SS	12	26				
14		FINE ALLUVIUM			SS						
15	SANDY LEAN CLAY, slightly organic, dark brown, grayish brown, firm, A-6 (CL)		7	M	SS	22	24				
16		TILL			SS						
17	SANDY LEAN CLAY, a little gravel, brown and gray mottled, a little light gray, stiff, laminations of silt, A-6 (CL)		14	M	SS	15	14				
18					SS						
19	CLAYEY SAND, a little gravel, brown and a little dark brown, very stiff, laminations of sandy silt, A-6 (SC)		22	M	SS	13	18				
20					SS						
21	CLAYEY SAND, a little gravel, brown, very stiff, laminations of silty sand, A-6 (SC)		24	M	SS	17	20				
22											
23											
24	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-22½'	3.25" HSA								
		10/6/20	11:40	24.0	22.5	23.9		None	
		10/6/20	11:50	24.0	22.5	23.9		None	
BORING COMPLETED: 10/6/20									
DR: DS LG: SB Rig: 1C									

AET CORP 20-23155.GPJ AET-CPT+WELL 20181012 JG GDT 12/15/20



SUBSURFACE BORING LOG

AET No: **20-23155** Log of Boring No. **B-13 (p. 1 of 1)**
Project: **2022 and 2023 Infrastructure Improvement Projects; Waconia, MN**

DEPTH IN FEET	Surface Elevation <u>1012.3</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	6½" Bituminous pavement	FILL	18	M	 SU	17					
2	8½" FILL, crushed limestone, light brown A-1-b				 SS						
3	FILL, mostly silty sand, a little clayey sand and gravel, brown, A-2-4				 SS						
4					 SS						
5	FILL, mostly gravelly sand with silt, brown, A-1-b	FINE ALLUVIUM	6	M	 SS	18	29				
6					 SS						
7	SANDY LEAN CLAY, brown, a little gray, firm, laminations of sand and silt, A-6 (CL)				 SS						
8					 SS						
9		TILL	5	M	 SS	24	18				
10	SANDY LEAN CLAY, a little gravel, brown, firm, laminations of silty sand, A-6 (CL)				 SS						
11					 SS						
12					 SS						
13	SANDY LEAN CLAY, a little gravel, gray, very stiff to stiff, A-6 (CL)		19	M	 SS	24	17				
14					 SS						
15					 SS						
16					 SS						
17			14	M	 SS	18	18				56
18					 SS						
19	CLAYEY SAND, a little gravel, gray, a little brown, hard, laminations of silty sand, A-6 (SC)				 SS						
20					 SS						
21			47	M	 SS	18	15				
22					 SS						
23	CLAYEY SAND, a little gravel, gray, a little light gray, hard, laminations of sand (SC)				 SS						
24					 SS						
25	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
0-22½'	3.25" HSA	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		10/6/20	10:10	24.0	22.5	23.8		None	
		10/6/20	10:20	24.0	22.5	23.8		None	
BORING COMPLETED: 10/6/20									
DR: DS LG: SB Rig: 1C									

AET CORP 20-23155.GPJ AET-CPT+WELL 20181012 JG GDT 12/15/20



SUBSURFACE BORING LOG

AET No: 20-23155		Log of Boring No. B-14 (p. 1 of 1)									
Project: 2022 and 2023 Infrastructure Improvement Projects; Waconia, MN											
DEPTH IN FEET	Surface Elevation <u>1017.4</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	6¾" Bituminous pavement	FILL				SU					
2	FILL, mostly silty sand with gravel, brown, A-1-b		11	M		SS	15	11			
3	FILL, mostly clayey sand, a little silty sand and gravel, brown, A-6		7	M		SS	7	11			
4											
5											
6							4	14			
7											
8	FILL, mostly sandy lean clay, a little gravel, brown, A-6		1	M		SS	12	22			
9											
10	SANDY LEAN CLAY, a little gravel, brown to brown and dark brown mottled, firm to very stiff, A-6 (CL)	TILL	7	M		SS	18	19			
11											
12											
13				18		SS	22	18			
14											
15	SANDY LEAN CLAY, a little gravel, grayish brown, stiff to very stiff, A-6 (CL)		15	M		SS	18	19			
16											
17											
18											
19											
20			18	M		SS	18	21			
21											
22											
23			16	M		SS	18	22			
24	END OF BORING										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
0-22½'	3.25" HSA	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		10/6/20	1:10	24.0	22.5	24.0		19.6	
		10/6/20	1:30	24.0	22.5	23.9		13.7	
BORING COMPLETED: 10/6/20									
DR: DS LG: SB Rig: 1C									



SUBSURFACE BORING LOG

AET No: **20-23155** Log of Boring No. **B-15 (p. 1 of 1)**
Project: **2022 and 2023 Infrastructure Improvement Projects; Waconia, MN**

DEPTH IN FEET	Surface Elevation 1025.6	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS					
	MATERIAL DESCRIPTION						WC	DEN	LL	PL	%-#200	
1	6½" Bituminous pavement	FILL	16	M		SU	14					
2	FILL, mostly silty sand with gravel, pieces of bituminous pavement at 3', brown and black, A-1-b					SS						
3						SS						
4				SS								
5	FILL, mostly sandy lean clay, a little silty sand and gravel (apparent boulder at 5'), brown, a little light tan, A-6	55/6	M		SS	6	17					
6					SS							
7					SS							
8	SANDY LEAN CLAY, a little gravel, grayish brown and brown mottled, a little light gray, stiff, laminations of silt and sandy silt, stiff, A-6 (CL)		12	M		SS	24					
9	END OF BORING											

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-7½'	3.25" HSA	10/6/20	1:50	9.5	7.5	9.4		None	
BORING COMPLETED: 10/6/20									
DR: DS LG: SB Rig: 1C									



SUBSURFACE BORING LOG

AET No: 20-23155		Log of Boring No. B-16 (p. 1 of 1)									
Project: 2022 and 2023 Infrastructure Improvement Projects; Waconia, MN											
DEPTH IN FEET	Surface Elevation <u>1019.7</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	5¾" Bituminous pavement	FILL				SU					
2	FILL, mostly silty sand, a little gravel, brown, A-2-4		27	M		SS	17				
3	FILL, mostly clayey sand, a little silty sand, gravel and bituminous pavement, brown, A-6		17	M		SS	18	15			
4											
5	SANDY LEAN CLAY, a little gravel, brown, a little gray mottled to brown, stiff to very stiff, A-6 (CL)	TILL	11	M		SS	22	19			
6											
7											
8				13	M		SS	24	20		
9											
10				15	M		SS	24	20		
11											
12											
13				17	M		SS	24	18		
14											
15				15	M		SS	24	19		
16											
17											
18											
19											
20			16	M		SS	18	19			
21											
22	CLAYEY SAND, a little gravel, brown, hard, lens of silty sand, A-6 (SC)										
23			39	M/W		SS	18	16			
24	END OF BORING										

DEPTH: 0-22½'	DRILLING METHOD: 3.25" HSA	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		10/7/20	9:40	24.0	22.5	24.0		23.0	
		10/7/20	9:50	24.0	22.5	24.0		21.4	
BORING COMPLETED: 10/7/20									
DR: DS LG: SB Rig: 1C									

AET CORP 20-23155.GPJ AET-CPT+WELL 20181012 JG.GDT 1/29/21



AET No: 20-23155 Log of Boring No. B-17 (p. 1 of 1)
 Project: 2022 and 2023 Infrastructure Improvement Projects; Waconia, MN

AET_CORP 20-23155.GPJ AET+CPT+WELL 20181012 JG.GDT 12/15/20



SUBSURFACE BORING LOG

AET No: **20-23155** Log of Boring No. **B-18 (p. 1 of 1)**
Project: **2022 and 2023 Infrastructure Improvement Projects; Waconia, MN**

DEPTH IN FEET	Surface Elevation <u>1032.1</u>	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS					
	MATERIAL DESCRIPTION						WC	DEN	LL	PL	%-#200	
1	5½" Bituminous pavement	FILL	28	M		SU	15					
	FILL, mostly gravelly silty sand, brown, A-1-b					SS						
2	FILL, mostly gravelly clayey sand, brown, A-2-6					SS						
3			6	M		SS	19	12				
4												
5	FILL, mostly clayey sand, a little gravel, brown, A-6			6	M		SS	8	18			
6												
7	SANDY LEAN CLAY, a little gravel, brown, firm to very stiff, A-6 (CL)									TILL	7	M
8												
9												
10			12	M		SS	24	20				
11												
12												
13			19	M		SS	24	19				
14												
15												
16			20	M		SS	18	20				
17												
18												
19						SS	18	20				
20												
21												
22						SS	18	19				
23												
24												
END OF BORING												

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
0-23'	3.25" HSA	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		10/7/20	11:30	24.5	23.0	24.3		None	
		10/7/20	11:40	24.5	23.0	24.3		None	
BORING COMPLETED: 10/7/20									
DR: DS LG: SB Rig: 1C									

AET CORP 20-23155.GPJ AET-CPT+WELL 20181012 JG.GDT 12/15/20



SUBSURFACE BORING LOG

AET No: 20-23155		Log of Boring No. B-19 (p. 1 of 1)									
Project: 2022 and 2023 Infrastructure Improvement Projects; Waconia, MN											
DEPTH IN FEET	Surface Elevation <u>1039.6</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	7 1/4" Bituminous pavement	FILL				SU					
2	FILL, mostly silty sand, a little gravel, brown, A-2-4		19	M		SS	15				
3	FILL, mixture of clayey sand and silty sand with cinders, a little gravel, brown and dark brown. A-2-4 and A-6		11	M		SS	19	15			
4											
5	SANDY LEAN CLAY, a little gravel, brown to brown with a little gray mottled, stiff, A-6 (CL)	TILL	13	M		SS	22	18			
6											
7											
8			14	M		SS	20	20			
9											
10			12	M		SS	24	21			
11											
12											
13			13	M		SS	24	22			
14											
15			13	M		SS	18	21			
16											
17											
18											
19											
20			15	M		SS	18	20			
21											
22											
23											
24		12	M		SS	18	21				
END OF BORING											57
DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG		
0-23' 3.25" HSA		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL			
		10/7/20	1:10	24.5	23.0	24.0		None			
		10/7/20	1:20	24.5	23.0	24.0		None			
BORING COMPLETED: 10/7/20											
DR: DS LG: SB Rig: 1C											

AET CORP 20-23155.GPJ AET-CPT+WELL 20181012 JG.GDT 12/15/20



SUBSURFACE BORING LOG

AET No: **20-23155** Log of Boring No. **B-20 (p. 1 of 1)**
Project: **2022 and 2023 Infrastructure Improvement Projects; Waconia, MN**

DEPTH IN FEET	Surface Elevation <u>1047.1</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	2½" Bituminous pavement	FILL				SU	7				
2	FILL, mixture of clayey sand and silty sand, a little gravel, dark brown, A-2-6	TOPSOIL OR FILL	2	M		SS	6	28			
3	LEAN CLAY with sand, slightly organic, dark grayish brown, A-6 (possible fill) (CL)	TILL	12	M		SS	10	22			
4	SANDY LEAN CLAY, a little gravel, brown, stiff, A-6 (CL)										
5	SANDY LEAN CLAY, a little gravel, brown, a little gray and light brown, stiff, laminations of sandy silt, A-6 (CL)		11	M		SS	20	22			
6											
7											
8	LEAN CLAY, brown, a little gray, stiff, laminations of silt, A-6 (CL)	FINE ALLUVIUM	11	M		SS	24	33			
9											
END OF BORING											

DEPTH: 0-7½'	DRILLING METHOD: 3.25" HSA	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG		
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL			
		10/8/20	10:50	9.5	7.5	9.5		None			
BORING COMPLETED: 10/8/20											
DR: DS LG: SB Rig: 1C											



SUBSURFACE BORING LOG

AET No: 20-23155		Log of Boring No. B-21 (p. 1 of 1)									
Project: 2022 and 2023 Infrastructure Improvement Projects; Waconia, MN											
DEPTH IN FEET	Surface Elevation <u>1043.2</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	5" Bituminous pavement	FILL	25	M		SU	17				
	FILL, mostly silty sand, a little gravel, brown, A-2-4										
2	FILL, mostly silty sand with gravel, pieces of bituminous, dark brown, A-1-b										
3		TILL	11	M		SS	19	23			
4	SANDY LEAN CLAY, a little gravel, brown, stiff, A-6 (CL)										
5	SANDY LEAN CLAY, a little gravel, brown, a little light brown, stiff, laminations of sandy silt, A-6 (CL)										
6											
7											
8	SANDY LEAN CLAY, a little gravel, brown mottled, very stiff, A-6 (CL)		11	M		SS	22	22			
9											
	END OF BORING										

DEPTH: 0-7½'		DRILLING METHOD: 3.25" HSA		WATER LEVEL MEASUREMENTS					NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		10/8/20	9:35	9.5	7.5	9.5		None	
BORING COMPLETED: 10/8/20									
DR: DS LG: SB Rig: 1C									

AET CORP 20-23155.GPJ AET-CPT+WELL 20181012 JG.GDT 12/15/20

REQUEST FOR CITY COUNCIL ACTION

Meeting Date: January 21, 2025

Item Name:	RECESS TO CLOSED SESSION: Attorney-Client Privilege.
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Originating Department: Administration

Presented by: Shane Fineran

Previous Council Action (if any):

Item Type (X only one):	Consent		Regular Session	X	Discussion Session
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RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

The City Council will meet in closed session pursuant to Minn.State.13D.05, subd3.

Discussion Battlefield Ministries v City of Waconia.

Motion to enter into closed session with assigned counsel to discuss Battlefield Ministries v. Waconia.

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)

The Council will meet in closed session pursuant to Minn. Stat. § 13D.05, subd. 3(b) to discuss Battlefield Ministries v. Waconia with assigned counsel.

Attachments:

FINANCIAL IMPLICATIONS:

Funding Sources & Uses:

Budget Information:

Budgeted

Non Budgeted

Amendment Required

ADVISORY BOARD RECOMMENDATIONS:

Planning Commission

Parks and Recreation Board

Safari Island Advisory Board

Other