

CITY OF WACONIA
AUGUST 18, 2025

1. CALL MEETING TO ORDER AND ROLL CALL

Mayor Litfin called the City of Waconia August 18, 2025, Council Meeting to order at 6:00 p.m.

Mayor Litfin stated Nick Gleason will not be in attendance.

2. PLEDGE OF ALLEGIANCE

Mayor Litfin led all in the Pledge of Allegiance.

3. PROCLAMATIONS

None

4. ADOPT AGENDA

Motion to Adopt the Agenda as published made by Council Member Coleman, seconded by Council Member Grengs.

MOTION CARRIED.

5. PUBLIC HEARING

None.

6. OPEN FORUM

Leroy Hendricks, 10585 Elm Creek Road, stated his main concern is regarding the safety of the entrances and exists of the Elm Creek Ridge Development. The developer is proposing 54 new homes, which means over 100 cars per day heading south on Elm Creek Road. The addition of a turn lane is not enough for the amount of additional traffic on Elm Creek Road. Hendricks requests the Council look at other options, including closing one entrance on Elm Creek Road and direct traffic north to Sierra Parkway.

Jacob Sams, 10475 Elm Creek Road, provided the Council with a handout. Sams main concerns are the access points, topography, and safety/traffic and is requesting the Council consider changing the proposed neighborhood design to close all south points onto Elm Creek Road. Resident is proposing routing access points north out of Waterford onto Sparrow Road. These roads are better equipped with existing turn lanes and shoulders. The neighborhood conducted a brief study on the subdivisions in Waconia to locate and count access points. Interlaken, Sierra, and Country Ponds have triple the number of homes with similar access points as requested. Also, the typography is an issue as there is a hill and

blind spot on Elm Creek Road where another eight homes are proposed. The neighborhood is very concerned with the safety of their families and the increased traffic.

Nicole Waldron, representing the Waconia Farmers Market, thanked the Council for permission to use Lot 1 for the new Waconia Farmers Market. The market started with 20 vendors and is now rotating around 60 vendors. The market will be introducing a new vendor called the POP Club, which is the Power of Produce Club. This is an incentive program for children to receive a \$2 token for fresh produce of their choice. The market has received donations from the Waconia Lions Club and the Waconia Fire Relief Association for this program and will continue to add more produce vendors to grow this program for Waconia children. Also, local businesses have seen increased foot traffic on Thursday afternoons and into the early evenings from the Market. Potentially, the market will be seeking permission to extend the schedule into October. The Waconia Farmers Market is open Thursdays from 4:00 to 7:00 p.m. and is a great success.

7. COMMUNITY INTEREST PRESENTATIONS

1) Waconia Chamber of Commerce & Visitors Bureau Annual Update

Christine Fenner, President of the Waconia Chamber of Commerce, provided the Council with an annual update. The mission of the Chamber is to be a non-profit, member-driven organization to promote business environments in a thriving community. The Chamber currently has over 300 members and is growing with 17 new members this year and a retention rate of 96%. The Chamber hosts approximately 12 annual events with an upcoming Nickle Day on September 13th. Nickle Dickle day is the largest fundraiser of the year for the Chamber, with most Waconia businesses having large increases in sales as well. Typically, there are 30,000 participants and 1.9 million dollars spent locally. Destination Waconia has received tourist requests from all over the country with over 800 tourism packets requested in 2025. The Chamber will continue to provide public relations for Destination Waconia, including local television, social media, websites, and billboards. The Chamber is also working with Explore Minnesota to make Waconia a film-ready destination.

8. ADOPT CONSENT AGENDA

- 1) Approve the August 4, 2025, Council Minutes**
- 2) Approve August 18, 2025 Expenditures**
- 3) Safari Island Community Center Expenditures from Sports Facilities Companies Incurred July 2025**
- 4) Ice Arena Expenditures from Sports Facilities Companies Incurred July 2025**
- 5) Well Test Drilling (Wells #10 and #11), Pay Request #1 with Traut Companies**
- 6) Construction of Well #9, Pay Request #2 with Traut Companies**
- 7) Water Treatment Facility Piping Modifications Pay Request #8 to Municipal Builders**

- 8) **Sterling Hills Storm Sewer Extension Project**
- 9) **Sale or Disposal of Surplus Equipment**
- 10) **Revolving Loan Request - Waconia Square, LLC - Subordination Agreement with Security Bank Waconia**
- 11) **Local Housing Aid - Spruce Street Apartments**
- 12) **Designate Outdoor Area for Nickle Dickle Day Festival**
- 13) **Special Event Permit - Waconia Brewing Nickle Dickle Street Dance**
- 14) **Temporary On-Sale Liquor License Waconia Brewing Company**

Motion to Adopt the Consent Agenda as published made by Council Member Grengs, seconded by Council Member Coleman.

MOTION CARRIED.

9. COUNCIL BUSINESS

- 1) **Receive Feasibility Report and Call Hearing for the 2026 Downtown Phase 4 Improvement Project**

Pursuant to Council request, Staff prepared a Feasibility Study for the Downtown Reconstruction Phase 4 Project. This includes street and utility reconstruction of 1st Street from Olive Street to Spruce Street, Elm Street from 1st Street to 2nd Street, and 2nd Street from Elm Street to Pine Street with complete street reconstruction, storm sewer replacement and expansion, sidewalk replacement and widening, sanitary sewer replacement, water system replacement with upsizing and addition of cathodic protection, and irrigation system expansion. The project also includes the vacation of Pine Street from 1st Street to 2nd Street, parking lot improvements in the public and private parking areas south of 1st Street and west of Elm Street, and lighting improvements in City Square Park.

Jack Saulsbury stated that the project is on track and the next item is for the Council to accept the Feasibility Study and call for the Public Hearing on September 15, 2025, then conduct the public hearing and order improvements, conduct property inspections and obtain business questionnaires, hold a public open house, receive plans and specifications/authorizing advertising for bids, award contract, complete assessment benefit evaluation and obtain project financing, construct project, hold a final assessment hearing, and finally close out the project. Mr. Saulsbury went on to explain the proposed street/storm sewer improvements part of this project.

Shane Fineran, City Administrator, updated the Council on the vacation of Pine Street as an action/agreement was completed between the City and St Joseph Church in 2000. Over the years, the City has vacated areas to allow for the expansion of St. Joseph School. St. Joseph Church petitioned the City to vacate Pine Street for further expansion and the City agreed.

Mr. Saulsbury went on to explain that on 1st Street (Olive Street to Elm Street) the

proposed street width is 51.5 feet, 9-foot sidewalk on both sides, and 60-degree angled parking on the north side. On 1st Street (Elm Street to Pine Street), the proposed street width is 51.5 feet, an 8-foot sidewalk on the north side, 7.5-foot on the south side, 6-degree angled parking on the north side, and parallel parking on the south side. On 1st Street (Pine Street to Spruce Street), the proposed street width is 48 feet, a 6-foot sidewalk with a 5-foot boulevard on both sides, and parallel parking on both sides. Elm Street (1st Street to 2nd Street), the proposed street width is 48 feet, a 9-foot sidewalk on both sides, and parallel parking on both sides. On 2nd Street (Elm Street to Pine Street), the proposed street width is 42 feet, with an 8-foot sidewalk along the north side, a 6-foot sidewalk with a 5-foot boulevard on the south side, and parallel parking on both sides. The project includes the reconstruction of all existing concrete sidewalks to meet ADA requirements with a total estimated sidewalk project cost of \$572,410. The proposed street and park lighting will locate streetlights behind the sidewalks where possible, park lighting will be upgraded, the lighting style and layout will match the previous construction phase, three banner pole locations are proposed, and the cost was included in the street/storm project cost. The proposed sewer and water improvements include replacing all existing watermains with 8-inch/10-inch watermains, replacing all existing sanitary sewer with 8-inch mains, replacing all hydrants, gate valves, manholes, adding cathodic protection items and 1-inch irrigation lines. The estimated sanitary sewer cost is \$451,450. The estimated water system project cost is \$1,239,670. The proposed off-street parking improvements include the potential option to partner with private property owners for off-street parking, up to 35 parking stalls in a paved/striped parking lot, agreements with property owners along with reserved parking stalls for tenants. The estimated project cost is \$308,050. Phase 4 will be split into three stages. Stage one will be 1st Street to occur first with temporary access to Pine Street from the southeast corner. Stage 2 will be Elm Street, 2nd Street, and off-street parking. Stage 3 will include removal of Pine Street. Phase 4 will assess 33 properties and one city-owned property at \$287.95 per foot. This project will be financed through the sale of bonds. The total estimated project cost is \$6,787,330 with an estimated assessed amount of \$1,032,470. The total estimated developer cost sharing is \$41,500 with the bond rate to be determined at the time of sale with a term of 10 years.

Mayor Litfin reported that he had spoken with Father Stan Maderand Deacon Bruce Richards of St. Joseph's Church, who requested that a full sidewalk be installed on Pine Street and that the existing three-way stop remain in place to prevent the roadway from becoming a thoroughfare. Mr. Saulsbury noted that the intersection is currently a four-way stop and explained that, typically, a three-way stop would be constructed. He stated that this matter, along with the sidewalk configuration, will be reviewed during the final design stage of the project.

Mayor Liifin asked Mr. Saulsbury if they will straighten out the proposed angled crosswalk on 1st Street. Mr. Saulsbury reported that the crosswalk on 1st Street between Elm Street and Pine Street is currently angled. The Feasibility Study recommends realigning it with the street, as the current configuration impacts parking. He will review the crosswalk configuration and the Pine Street sidewalk with St.

Joseph's Church to gather their input.

Mayor Litfin also questioned the value of banner poles on 1st Street, noting that while he could see their use on the commercial side, he did not see the value to the east. Mayor Litfin also said that St. Joseph Church leadership does not want the pole between the school and the church. Mr. Fineran responded that Staff had previously reviewed the banner pole configuration citywide and confirmed that there are poles on 1st Street east to Olive Street and extending to Maple Street.

Motion to adopt Resolution No. 2025-203 Receiving a Feasibility Report and Calling for a Public Hearing for the 2026 Downtown Phase 4 Improvement Project made by Council Member Coleman, seconded by Council Member Grengs.
MOTION CARRIED.

2) Site Plan & Design Review - 830 Marketplace Drive

Lane Braaten, Community Development Director, stated that Java Companies submitted an application for a Site Plan & Design Review to construct a 10,600-square-foot automotive tire store and repair building at 830 Marketplace Drive. The application is over on parking requirements and is meeting the pedestrian connection setbacks. The applicant is proposing connecting the sidewalk from Marketplace Drive to the trail on the north side of the property. The Planning Commission recommended approval with the conditions listed in the Resolution.

Mark Krogh of Java Companies, addressed the Council stating, if approved, construction will begin in the spring of 2026. The Council is excited to have a new business in Waconia.

Motion to Adopt Resolution No. 2025-204 Approving the Site Plan & Design Review Application for the Proposed 10,600 Square Foot Automotive Tire Store and Repair Shop Proposed to be Located at 830 Marketplace Drive was made by Coleman, seconded by Siddons.
MOTION CARRIED.

3) Elm Creek Ridge Preliminary Plat, PUD Zoning Request & Comprehensive Plan Amendment

Mr. Braaten stated the City received a preliminary plat application titled Elm Creek Ridge which proposes to plat portions of the subject properties and Elm Creek Road into 56 single-family home parcels and three outlots along with an application to zone the subject property Planned Unit Development District which would allow reduced lot sizing, reduced side yard setbacks, and increase the impervious surface allowance. Also, the City received a Comprehensive Plan Amendment to reguide the easterly 10 acres to low-density residential versus the current guidance of medium-density residential. This property is just under 30 acres and was annexed from Laketown Township in July. The applicant is proposing 50% hardcover, 65-foot-wide lots with a 7.5-foot side and rear yard setback in lieu of the 10-foot side and backyard setback,

which equates to 15 feet between homes. The Planning Commission held the required public hearing at their last meeting and voted unanimously on both Resolutions with the conditions listed.

Jason Palmby representing Magellan Land Development, stated that they are continuing to work with MnDOT and, as of now, MnDOT will require a should a turn lane coming south.

The Mayor stated the number one issue is safety and is requesting staff to work with MnDOT to reduce the speed on Highway 284. Haukaas stated the speed study will include public travel and make the evaluation at the 85 percentile, meaning it depends on the design of the road, the comfort of drivers and will reflect current conditions of the road.

Motion to Adopt Resolution No. 2025-205 Approving the Elm Creek Ridge Preliminary Plan and PUD made by Grengs seconded by Coleman

Aye: Coleman

Aye: Siddons

Aye: Grengs

Nay: Litfin

MOTION CARRIED.

Motion to Adopt Resolution No. 2025-206 Approving the Comprehensive Plan Amendment requiring a four-fifths Council vote made by Council Member Grengs, seconded by Council Member Coleman.

Aye: Coleman

Aye: Siddons

Aye: Grengs

Aye: Litfin

MOTION CARRIED.

10. ITEMS REMOVED FROM CONSENT AGENDA

None.

11. REPORTS/EMERGING ISSUES

1) Staff Reports

a. New Online Utility Billing System Update

Lacey Shaw, finance clerk, provided the Council with an update on the new Utility Billing System which went live on August 11th. The new system will clearly demonstrate the costs and usages to residents of Waconia and provide residents with more than transparency, as it also provides residents with a clear, detailed view of their water usage, billing and understanding of both personal costs and also the broader impact on the City. Also, when residents can see the true impact of water

usage, it triggers engagement and engagement is the major key in water conservation. The Customer Facing Portal is the first page the resident will see, and it shows the balance due and the actual water consumption profile. This profile shows the residents' water consumption for a date range of their choosing. Next, residents can view PDF copies of two years' worth of statements and their profile (email, phone numbers). Ms Shaw went on to explain the breakdown of the information available on the statements and encouraged all residents to go online and view all the information now available.

The Mayor indicated that, as per social media, residents are happy with the new software. The Council thanked Ms Shaw and Staff for a job well done.

b. All -Way Stop Sign Engineering Evaluations - Oak Ave/Sparrow Rd and Main St/Spruce St

Jon Haukaas, Public Services director, stated that the Council directed Staff and Bolton & Menk to perform an evaluation of a change to an all-way stop-controlled condition to help address reported safety concerns by the public, which include both pedestrian and cross-traffic conflicts. Currently, both intersections are two-way stop controls with the major road having through traffic. The conditions of the intersection and how the Minnesota Manual of Uniform Traffic Control Devices (MUTC) is applied have been used to evaluate both intersections. The results of the analysis find that none of the typical warrants for all-way stop control implementation are satisfied and the report's details are included in the Council packet. The reports do indicate the options of additional lighting and installing a push button on Yellow Crossing for the crosswalk. These devices cost approximately \$15,000 with more details forthcoming. Mr. Haukaas stated that education, signage, engineering, and enforcement are the best options for these intersections, with engineering being the most expensive. Mayor Litfin asked Mr. Haukaas to bring back options on Main Street to lower speed. He also requested the 35 miles per hour sign on Main Street by Kwik Trip #1 be changed to 30 miles per hour. Mr. Fineran stated that around May through July, speed study data was collected on the east end of Main Street with an average speed of 32 miles per hour.

2) Councilmember Siddons

Nothing to report

3) Councilmember Coleman

Nothing to report.

4) Councilmember Gleason

Absent

5) Councilmember Grengs

Nothing to report

6) Mayor Litfin

The mayor stated the last two weeks were very busy in Waconia with the Carver County Fair and National Night to Unite.

Last week, attended the Chamber of Commerce Coffee Connection hosted by Brian Cook.

Last week, met with the general manager of Paulty Homes for a description of the Holbrook addition southeast of town.

Now is the time to get involved with your City, County, and school boards, as the City and County officials will be setting the preliminary levy by mid-September.

12. ANNOUNCEMENTS

Jackie Schulze, Assistant City Administrator, reminded everyone that there is a rescheduled music in the street event on Wednesday, August 20th on Elm Street between Main Street and 1st Street in front of the Saloon. Traveled Ground will start performing at 6:30 p.m. and the road will close around 4:30 p.m.

13. ADJOURN REGULAR MEETING

Motion to adjourn the August 18, 2025, Waconia City Council meeting made by Coleman, seconded by Grengs at 8:15 p.m.

MOTION CARRIED.

WORK SESSION: 2026 PRELIMINARY BUDGET & LEVY WORK SESSION #1

UPCOMING CALENDAR OF EVENTS/MEETINGS:

Tim Litfin, Mayor

ATTEST: _____
Sue Schwalbe, Administrative Specialist