

WACONIA CITY COUNCIL REGULAR MEETING AGENDA



**Monday, September 15, 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: NICK GLEASON
COUNCIL MEMBER: JEFF GRENGS
COUNCIL MEMBER: JACOB COLEMAN
COUNCIL MEMBER: DEREK SIDDONS

**NOTE: TO ENSURE THAT YOU ARE PRESENT FOR ITEMS OF INTEREST,
PLEASE BE PRESENT AT 6:00 P.M.**

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

- 1. CALL MEETING TO ORDER AND ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. PROCLAMATIONS**
- 4. ADOPT AGENDA**
- 5. PUBLIC HEARING**

PUBLIC HEARING - 2026 Downtown Reconstruction Phase 4

Motion to Open the Public Hearing

Motion to Close the Public Hearing

- 6. OPEN FORUM**

7. COMMUNITY INTEREST PRESENTATIONS

Waconia High School Homecoming - Student Council Leaders Jonathan Phenix, Elle Baggenstoss, & Reidun Trostad.

8. ADOPT CONSENT AGENDA

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

- 1) City Council Minutes September 2, 2025
- 2) Approve September 15, 2025 Expenditures
- 3) **Safari Island Community Center Expenditures from Sports Facilities Companies Incurred August 2025**
Motion to Approve Safari Island Community Center Expenditures from Sports Facilities Companies Incurred August 2025
- 4) **Ice Arena Expenditures from Sports Facilities Companies Incurred August 2025**
Motion to Approve Ice Arena Expenditures from Sports Facilities Companies Incurred August 2025
- 5) **CSAH 10 & Waconia Parkway North Improvements to Minger Construction Pay Request #3**
Motion to approve CSAH 10 & Waconia Parkway North Improvements Pay Request No. 3 to Minger Construction
- 6) **Water Treatment Facility Piping Modifications to Municipal Builders Pay Request #9**
Motion to approve Pay Request #9 to Municipal Builders, Inc. for the Water Treatment Facility Piping Modifications
- 7) **Weight Room Flooring Replacement Project - Safari Island Community Center**
Adopt Resolution No. 2025-215 Approving Capital Project at Safari Island Community Center for Replacement of Weight Room Flooring with Sage Flooring
- 8) **Donation and Approve Pass Thru Recommendation - Waconia Fire Relief Association**
Adopt Resolution No. 2025-216 Accepting Donation and Approving Pass Through Recommendation from Waconia Fire Relief Association
- 9) **Approve One Year Contract Extension with Northland Lining for Sewer Lateral Lining**
Adopt Resolution No. 2025-217 Approving Cost Adjustments and Contract Extension with Northland Lining for Lateral Lining
- 10) **Approve Contract for L52 Lift Station Exterior Improvements**
Adopt Resolution No. 2025-218 Accepting Proposal for L52 Lift Station Building Improvements

- 11) Approve Final Purchase Price and Contract for Deed for the purchase of property for Water Treatment Plant No. 4.**
Adopt Resolution No. 2025-219 Approving Final Cost of Purchase of Real Property for Water Treatment Plant No. 4
- 12) Lodging Tax Fund Request - Waconia Convention & Visitors Bureau (CVB)**
Motion to Approve Request for Lodging Tax Reimbursement from the Waconia CVB for Expenditures Incurred June through August 2025
- 13) Memorandum of Understanding Outlining Payment Plan with Independent School District #110 and Safari Island Community Center**
Adopt Resolution No. 2025-220 Approving Memorandum of Understanding Outlining Payment Plan with Independent School District #110 for HVAC Project at Safari Island Community Center
- 14) 2025 Downtown Phase 3 Reconstruction Final Costs, Preparing Proposed Assessment, and Calling Public Hearing**
Adopt Resolution No. 2025-221 Declaring Cost to be Assessed and Ordering the Preparation of Proposed Assessment
Adopt Resolution No. 2025-222 Receiving Proposed Assessment and Calling for a Public Hearing on Proposed Assessment
- 15) Calling Public Hearing - Certification for Payment with Taxes - Payable 2026**
Approve Resolution No. 2025-223 Calling for a Public Hearing on the Proposed Certification of Delinquent Utility and Other Charges for Services for Payment with 2026 Taxes
- 16) Special Event Permit - Waconia Homecoming Parade**
Adopt Resolution No 2025-224 Approving Special Event Permit Waconia High School Homecoming Parade
- 17) Application for Exempt Gambling Permit for Carver County Pheasants Forever**
Adopt Resolution No. 2025-225 Approving Application for Exempt Gambling Permit for Carver County Pheasants Forever

9. COUNCIL BUSINESS

- 1) 2026 Budget & Preliminary Levy**
Adopt Resolution No. 2025-226, Adopting the 2026 Preliminary Levy
- 2) Ordering Improvements for the 2026 Downtown Phase 4 Reconstruction Project**
Adopt Resolution No. 2025-227 Ordering Improvements & Preparation of Plans

10. ITEMS REMOVED FROM CONSENT AGENDA

11. REPORTS/EMERGING ISSUES

- 1) Staff Reports**
- 2) Councilmember Siddons**
- 3) Councilmember Coleman**
- 4) Councilmember Gleason**

5) Councilmember Grengs

6) Mayor Litfin

12. ANNOUNCEMENTS

13. ADJOURN REGULAR MEETING

OFFICE OF THE CITY ADMINISTRATOR

Shane Fineran

**WORK SESSION: 2026 SAFARI ISLAND & ICE ARENA BUDGET, WINTER
MAINTENANCE POLICY UPDATES**



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025		
Item Name:	PUBLIC HEARING - 2026 Downtown Reconstruction Phase 4		
Originating Dept:	Public Services		
Presented By:	Jon Haukaas		
Previous Council Action:	Adopt Resolution No. 2025-203 Receiving Feasibility Report & Calling Hearing on Improvements		
Item Type:	Regular Session		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:			
EXPLANATION OF AGENDA ITEM:			
On August 18, 2025, the City Council received the feasibility report related to the proposed 2026 Downtown Reconstruction Phase 4 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 impacted to receive 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 from Olive Street S to Spruce St S • Elm St S from First Street to Second Street • Pine St S from First Street to Second Street • Second Street W from Elm Street to Pine Street City Engineer Jake Saulsbury will provide a short presentation as part of the public hearing.			
ATTACHMENTS:			
1. Feasibility Report Downtown Reconstruction Phase 4 (no Geotech) 2. Preliminary Assessment Roll			
FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses:		Planning Commission:	
Budget Information:		Park Board:	
☒ Budgeted ☐ Non-Budgeted ☐ Amendment Required		Personnel Committee:	
		Other:	

FEASIBILITY STUDY

FOR

DOWNTOWN RECONSTRUCTION, PHASE 4

PROJECT

CITY OF WACONIA, MN



AUGUST 2025

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

August 12, 2025

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

RE: Downtown Reconstruction, Phase 4 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 4 Project. The project location and the various proposed project components include the following:

- 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 consisting of the following items:
 - Complete street reconstruction
 - Storm sewer replacement/expansion
 - Sidewalk replacement/widening
 - Sanitary sewer replacement
 - Water system replacement/upsizing and addition of cathodic protection
 - Irrigation system expansion
- Vacation of Pine Street from 1st Street to 2nd 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).
- Lighting improvements in City Square Park.

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.

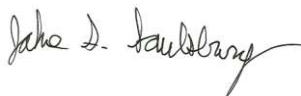
Jake S. Saulsbury, P.E.

Cc: Jon Haukaas, Public Services Director

Enclosure

FEASIBILITY STUDY
FOR
DOWNTOWN RECONSTRUCTION, PHASE 4 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: August 12, 2025

Registration No. 42713

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FIGURES

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DESCRIPTION

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SUMMARY & CONCLUSIONS

A. STUDY SCOPE

The proposed infrastructure improvements aim to establish a sustainable system of roads, utilities, and pedestrian facilities, enhancing the City with improved water quality, greater connectivity among residents, safer travel for both vehicles and pedestrians, and an overall healthier quality of life. This Feasibility Study evaluates the viability of the proposed improvements, provides associated project cost estimates, and recommends an approach for financing and funding the project. The project area, outlined in Figure 1.1 in Appendix A, includes the 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), as well as the removal of Pine Street (from 1st Street to 2nd Street). Individual project components are described below:

1. Removal and reconstruction of the 66-foot road right-of-way of 1st Street, Elm Street, and 2nd Street including streets, curb and gutter, and sidewalks.
2. Reconstruction of 1st Street and Elm Street to match the City's truck route street section.
3. Reconstruction of 2nd Street to match the City's residential street section.
4. Removal and vacation of Pine Street (between 1st and 2nd Street) and associated road right-of-way, including the removal of the sidewalk on the west side of the street from 1st Street for approximately 180 linear feet, and the entire sidewalk on the east side of the street.
5. Construction of curb and gutter, and sidewalks as they relate to the vacation of Pine Street.
6. Replacement of the sanitary sewer system, including service laterals.
7. Replacement and upsizing of the water system, including replacement of hydrants, gate valves, and services.
8. Expansion of the irrigation system.
9. Replacement and expansion of the existing storm sewer system.
10. Replacement of street lighting along 1st Street, Elm Street, 2nd Street, and within City Square Park.
11. Improvements to off-street parking west of Elm Street.

The contents of this Feasibility Study and the widths of the roadway, parking areas, and sidewalks contained herein reflect the direction of City staff.

B. ESTIMATED COSTS, FUNDING, AND FINANCING

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

1.) Street Reconstruction	\$4,879,160
2.) Parking Lot Reconstruction	\$308,050
3.) Utility Reconstruction	\$1,691,120
Total Project Cost -	\$6,878,330

The proposed financing for the Downtown Reconstruction, Phase 4 Project is recommended to be achieved through the sale of a combined bond, which includes 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 will fund street and storm sewer reconstruction, while the Chapter 115 Bond will cover sanitary sewer improvements. The Chapter 444 Bond will support watermain reconstruction and various drainage improvements. Additionally, PIR Capital Improvement funds will be allocated for sidewalk upgrades. This financing approach will be further reviewed in consultation with the Finance Director and the City's Financial Consultant.

C. OVERALL FEASIBILITY AND COST EFFECTIVENESS

All improvements outlined in this report are technically feasible. This study examines deficiencies in existing infrastructure, including deteriorating street pavement, storm sewers, watermains, sanitary sewers, irrigation systems, sidewalks, parking, and lighting. These upgrades are essential to ensuring safe and reliable infrastructure and represent cost-effective solutions for addressing these needs. Comprehensive cost estimates for all project components have been prepared and can be found in Appendix B.

SECTION 1 - INTRODUCTION

A. IMPETUS

This report is prepared in response to a request from the City of Waconia to assess the feasibility of planned infrastructure improvements for the coming year. The proposed project location for the Downtown Reconstruction, Phase 4 Project is illustrated in Figure 1.1 in Appendix A.

B. REPORT ORGANIZATION

This report is structured to provide a clear and organized approach to addressing the various projects by categorizing the pertinent information into the following four sections:

- Section 1 - Introduction
- Section 2 - Street and Utility Reconstruction
- Section 3 - Parking Lot Improvements
- Section 4 - Financing and Funding

SECTION 2 - STREET AND UTILITY RECONSTRUCTION

A. STREET IMPROVEMENTS

Figure 2.1 presents the street layout option for 1st Street between Olive Street and Spruce Street and the proposed improvements on Elm Street and 2nd Street. The project involves removing the existing road sections on each of the highlighted streets and reconstructing them to meet current City standards, including replacing existing curb and gutter, and sidewalk sections. The City has requested a review of the options outlined below:

1. 1st Street (Olive Street to Pine Street)

The current street section for 1st Street from Olive Street to Pine Street is very difficult to maneuver, particularly for trucks. To accommodate larger vehicles, increasing the lane widths is recommended. One potential approach involves adjusting the angled parking from approximately 60 degrees to 45 degrees. However, this adjustment would eliminate approximately 13 parking spaces. Given the City's strong preference for preserving parking, this option is not pursued further within this Feasibility Study. Instead, this report explores maintaining the existing 60-degree angled parking while widening the lane widths as much as possible. The proposed revised street section between Olive Street and Pine Street includes a 51.5-foot-wide street with curb and gutter, and sidewalks ranging from 7.5 to 9 feet (sidewalk widths will be maximized, though may be narrower in some areas due to the existing building face locations within the right-of-way). The through lanes along 1st Street are proposed at 12.5 feet wide. Figure 2.1A shows the recommended street and parking dimensions between Olive Street and Elm Street, and Figure 2.1B shows the recommended street and parking dimensions between Elm Street and Pine Street. (Note: The proposed revision to the street section would result in a street center line that has an approximate 2-foot offset across Olive Street, as compared to the recently constructed street section to the west, and a 2.5-foot offset to the street section through Elm Street; this offset through Elm Street is due to the varying sidewalk limits and building faces that we will be matching.)

ADA accessible parking stall locations will be further evaluated during final design after receiving public input. It is assumed the stall locations will approximately match the current condition. Additionally, the mid-block pedestrian crossing

connecting the church to the school will be evaluated during final design to determine the best location and to possibly modify it to a 90-degree crossing.

2. 1st Street (Pine Street to Spruce Street)

The proposed street section for 1st Street between Pine Street and Spruce Street features a 48-foot-wide street with curb and gutter. This street width closely matches the existing street section and accommodates parallel parking on both the north and south sides of 1st Street. The existing concrete sidewalk on the north side – adjacent to City Square Park – is wider than necessary. It is recommended that the sidewalk along the park be redesigned to include a 6-foot sidewalk and a 5-foot boulevard with street trees. This configuration would be mirrored on the south side of the street. Introducing boulevards on both sides will create a more cohesive streetscape while also reducing impervious areas. Figure 2.1C shows the recommended street and parking dimensions between Pine Street and Spruce Street. (Note: The proposed revision to the street section results in an 8-foot offset through the Pine Street intersection, which exists currently but is less apparent due to the lack of striping in the existing roadway. This offset will be de-emphasized with the proposed roadway by the addition of curb and gutter on the south side due to the removal of Pine Street. The curb and gutter will help guide vehicles through the intersection with the taper.)

3. Elm Street (1st Street to 2nd Street)

The proposed street section for Elm Street from 1st Street to 2nd Street consists of a 48-foot-wide street with curb and gutter. While this design narrows the existing roadway by approximately 3 feet, it allows for wider sidewalks on both sides and travel lane widths remain more than adequate at approximately 14.5 feet. Wider sidewalks are needed along this block due to the desire to include lighting and maintain sidewalks that are ADA compliant. The sidewalks would be expanded to 9 feet in width – an increase of roughly 2 feet on each side. Parallel parking would be maintained along both sides of the street.

4. 2nd Street (Elm Street to Pine Street)

The proposed street section for 2nd Street features a 42-foot-wide street with curb and gutter, increasing the existing street width by approximately 2 feet. This width matches the block to the west that was part of the Phase 3 project. Parallel parking

would be maintained on both sides of the street, with 12-foot-wide travel lanes. An 8-foot sidewalk is proposed along the north side of the street and will remain 1 foot off the property line. This design is consistent with the downtown standard of a wider sidewalk without a grass boulevard. On the south side, the design includes a 6-foot sidewalk accompanied by a 5-foot boulevard, keeping consistent with the proposed section on First Street between Pine Street and Spruce Street.

5. Pine Street Removal (1st Street to 2nd Street)

Pine Street is being proposed to be completely removed, including all curb and gutter due to an agreement in place with St. Joseph Church. The street has already been vacated and is frequently closed off during school hours and for special events. The need for additional vacation work pertaining to Pine Street and the adjacent alley to the west will be reviewed during final design. The existing sidewalks will be removed from 1st Street to the intersecting sidewalk at the school on the west side, and completely on the east side. This will allow accessibility and access for the school to continue. It is intended to keep the school's parking lot curb and gutter in place during the sidewalk removal on the west side so there are no impacts to the parking lot. At 1st Street, the curb and gutter and sidewalk will continue along the south side of 1st Street to create a 3-way stop intersection. Consideration should be given to removing the stop signs on 1st Street and giving east-west traffic the right-of-way. At 2nd Street, the curb and gutter will continue along the north side, creating a 3-way stop intersection. Similarly to 1st Street, consideration should be given to removing the stop signs on 2nd Street. The sidewalk along 2nd Street will stop on the west side of Pine Street. A pedestrian crossing will be provided on the south side of the intersection to provide an east/west pedestrian crossing, and on the west side of the intersection to provide a north/south pedestrian crossing. There will no longer be a pedestrian crossing to the east, on the north side of 2nd Street, due to the removal of the existing sidewalk on the east side of Pine Street.

6. Typical Street Sections

Truck Route Section - 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 is shown in

Figure 2.2. Additional materials above the residential street section are considered extra section items and are therefore not considered to be assessable.

Residential Street Section - Construction of a residential street section includes two lifts of bituminous pavement (4.5”), aggregate base (8.0”), and select granular borrow (12.0”) underlain by geotextile fabric. The standard residential 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 residential street is also shown in Figure 2.2.

Soils Report - The results of the soils investigation indicate poor soils could be encountered on 1st Street from Olive Street to Pine Street. To provide a suitable subgrade, a layer of stabilizing aggregate will likely be needed in these areas. Additionally, silty soils that cannot be compacted to project requirements may need to be removed and replaced with suitable compacted engineered fill.

7. Construction Staging

The staging for construction will generally fall into three construction stages. The first stage of construction includes all three blocks of 1st Street (between Olive Street and Spruce Street) with a temporary access connection to Pine Street from the southeast corner of the school parking lot. The second stage includes Elm Street from 1st Street to 2nd Street, 2nd Street from Elm Street to Pine Street, and the reconstruction of the off-street parking. The third stage includes the removal of Pine Street. Staging is subject to change based on findings during final design and/or after the project is bid and coordination occurs with the selected contractor. Construction staging may also need adjusting to provide adequate parking, pedestrian access, and uninterrupted business access. The stages will continually change as the work progresses from utilities to street construction and will be adjusted as necessary. Figure 2.3 depicts the recommended construction staging for the Phase 4 project.

B. SIDEWALK IMPROVEMENTS

The proposed sidewalk reconstruction locations are shown on Figure 2.1. The proposed sidewalk on the north and south sides of 1st Street between Olive Street and Pine Street will approximately match the existing sidewalk widths of 7.5 to 9 feet (widths vary based on

building locations). At the existing intersection of 1st Street and Pine Street, the pedestrian ramps will be removed on the side of the intersection where Pine Street will be removed, and a proposed sidewalk will be carried across the intersection to provide a pedestrian friendly condition following street removal. The proposed sidewalk on 1st Street between Pine Street and Spruce Street will be 6 feet with a 5-foot boulevard on both sides of the street. The sidewalk adjacent to City Square Park encroaches into the right-of-way by 4.5 feet. However, this matches the existing condition. Elm Street sidewalks 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 on the north side of 2nd Street will be reconstructed to a width of 8 feet and will remain approximately 1 foot off the property line. The sidewalk on the south side of 2nd Street will be reconstructed to a width of 6 feet with a 5-foot boulevard, this results in an increase of approximately 2 feet 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 **\$572,410** which is not considered an assessable cost. It should be noted that the City has received an estimated \$41,500 from the developer of the apartment complex on the corner of 2nd Street and Elm Street for the proposed sidewalk adjacent to the building on Elm Street. This cost offset along with financing and funding for the entire project is discussed in Section 4.

C. STREET AND PARK LIGHTING

Street lighting improvements are recommended for all streets within this project phase (except for Pine Street). The City prefers to locate streetlights behind the sidewalk if possible. Often, light poles located behind the sidewalk require easements due to being located outside of the right-of-way. Light poles that are assumed to require an easement are shown on Figure 2.4 in red for easy identification. Figure 2.4 depicts the locations of the recommended street lighting as well as proposed banner pole locations. The style of lighting fixtures and the layout of the lighting will approximately match the previous three phases of the Downtown Reconstruction project. Street lighting is not proposed along 1st Street adjacent to City Square Park. Instead, the City prefers to upgrade all the lighting within the park which would negate the need for additional street lighting. Street lighting is a non-assessable cost.

The lighting within City Square Park is in need of an upgrade. It is recommended that a

photometric study be performed to help determine how effective the existing pole locations are at lighting the park. For the purposes of this Feasibility Study, costs are included for replacing all the existing lights/poles at or near their current locations with City standard lighting. New wiring was installed within the park in 2024 and can be utilized to provide electrical service to all new light poles in the park. A lump sum estimate for City Square Park lighting replacements has been included in the cost estimate as a non-assessable cost. However, quantities and costs may change based on the recommendations of a photometric study.

D. STORM SEWER IMPROVEMENTS

The existing storm sewer systems on 1st Street, Elm Street, and 2nd Street will be removed and reconstructed as shown on Figure 2.5. A weir structure will be installed on Elm Street to divert stormwater runoff on Elm Street into the underground treatment system, constructed during Phase 3, resulting in the Elm Street storm main experiencing 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.

A reduction of impervious area is proposed with this phase of construction with the removal of Pine Street and associated sidewalk and removing some impervious areas along City Square Park. Per Carver County Watershed Management Organization, a project's stormwater treatment requirement can be waived with a cumulative decrease in impervious area of 10% or more. The percentage impervious area proposed for removal within Phase 4 is 10.1%.

Municipal projects are also required to comply with the Minnesota Pollution Control Agency's (MPCA) Stormwater requirements. The MPCA Municipal stormwater permit (MS4 General Permit) requires that the water quality volume from new and fully reconstructed impervious surfaces be treated where "the water quality volume is calculated as the larger of one (1) inch times the new impervious surface or one-half (0.5) inch times the sum of the new and fully reconstructed impervious surface". The permit states that if there is not adequate area for treatment within the site (and reasonable attempts have been made to obtain additional space and/or permission to treat the stormwater with no success), then owners of the construction activity must maximize the treatment of the water quality volume as much as possible. The Phase 4 reconstruction project will maximize the treatment of the water quality volume as much as possible by diverting a portion of the stormwater flow to the underground treatment structure that was installed in Phase 3. This structure is

located just west of Elm Street, between 1st Street and 2nd Street. Additionally, it should be noted that the Phase 4 reconstruction project is located at a topographical high point and much of the stormwater runoff is already captured and treated prior to discharging into the lake. For these reasons, additional stormwater treatment is not proposed as part of this Feasibility Study.

The total estimated cost for the proposed street and storm sewer reconstruction improvements (not including sidewalk and off-street parking lot costs) is **\$4,306,750**. Of this amount **\$641,560** 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 4.

E. SANITARY SEWER IMPROVEMENTS

The sanitary sewer improvements consist of reconstruction of sewer main, manholes, and sewer services on 1st Street and 2nd Street as shown on Figure 2.6. The sewer reconstruction consists of replacing the old and deteriorated, clay sewer system with an 8-inch PVC sewer main with sewer services from the main to the property line. Sanitary manholes will be reconstructed, and new sewer will be connected to existing pipes. Sewer services will be added for properties 18 and 27B/28 (refer to Figure 4.1 for the location of these properties) for possible future redevelopment.

The total estimated cost for all sanitary sewer improvements is **\$451,450**. Of this amount, **\$141,420** is considered assessable. Itemized cost estimates are provided in Appendix B. Financing and funding are discussed in Section 4.

F. WATERMAIN IMPROVEMENTS

Figure 2.7 indicates the proposed watermain improvements. The existing watermain consists of 6-inch mains on 1st Street and 2nd Street, and an 8-inch main on Elm Street. There is a parallel 8-inch existing water main that connects an old pump station (located within City Square Park) with the old water treatment plant (located in the alley off Elm Street). These facilities have been abandoned, and it is recommended that the associated watermain be removed during construction to prevent any accidental connections to the abandoned pipe in the future.

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 it to a 10-inch main on 1st Street and an 8-inch main on 2nd Street. The 8-inch main on Elm Street will be replaced with the same size main. Replacement includes the mainline, gate valves, hydrants, and services. The new watermain will be stubbed out to the east of the intersections included in Phase 4 improvements (both 1st Street and Spruce Street and 2nd Street and Pine Street) and connected to the existing pipes so the intersections will not need to be reconstructed again with future adjacent projects.

Water services will be constructed into 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. Water services will be added for properties 18 and 27B/28 (refer to Figure 4.1 for the location of these properties) for possible future redevelopment.

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.

The total estimated cost for all the watermain improvements is **\$1,239,670**. Of this amount, **\$249,490** is considered assessable. Itemized cost estimates are provided in Appendix B. Financing and funding are discussed in Section 4.

G. IRRIGATION SYSTEM IMPROVEMENTS

Figure 2.8 indicates the proposed irrigation system improvements. The irrigation system improvements will include installing 1-inch mains along both sides of 1st Street (from Olive Street to the east side of Spruce Street) and Elm Street and installing a 1-inch main on the north side of 2nd Street. 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 and are included in the watermain improvements cost estimate.

SECTION 3 – PARKING LOT IMPROVEMENTS

Off-street parking lot improvements were considered as part of this Feasibility Study. Figure 3.1 illustrates the recommended layout for additional parking located on the west side of Elm Street between 1st Street and 2nd Streets. This site would require coordination with the property owners and reservation of parking stalls for tenants. With the preliminary layout shown in Figure 3.1, the proposed parking lot would create a paved and striped lot with up to 35 parking stalls in the downtown area. 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 **\$308,050** and is considered a non-assessable cost.

An itemized cost estimate is provided in Appendix B. Financing and funding are discussed in Section 4.

SECTION 4 - FINANCING / FUNDING

A. FINANCING

The proposed method of financing for the Downtown Reconstruction, Phase 4 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 **\$6,878,330**. The detailed cost estimates for individual project components are 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	\$572,410	City	
Total Sidewalk Construction Cost:	\$572,410		
Street / Storm Reconstruction Calculations			
Extra Section Depth / Width Cost / Parking Lot	\$3,182,520	City	
Street / Storm Reconstruction Cost	\$1,432,280	Assessment	
Total Street / Storm Reconstruction Cost:	\$4,614,800		
Assessment Calculations			
Standard Street Section Cost	\$1,432,280		
City Contribution (50%)	\$716,140	City	New Special Debt Levy
Assessable Eligible Portion (50%)	\$716,140		
Total Front Footage (Feet)	3355.5		
Corner Lot Front Footage (Feet)	868.5		
Assessment Basis Front Footage (Feet)	2487.0		
Assessable Cost Per Front Foot	\$287.95		
Non-Assessable Front Footage (Feet)	259.0		
Non-Assessable Cost	\$74,580	City	New Special Debt Levy
City Front Footage (Feet)	243.5		
City Front Footage Cost	\$70,120		
Assessment Front Footage (Feet)	2228.0		
Total Assessed Amount	\$641,560	Assessment	Special Assessments
Total City Cost:	\$4,545,650		
Total Assessed Amount:	\$641,560		
Total Project Cost:	\$5,187,210		

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	*Water Usage (gal)	Daily Water Usage (gal)	Daily Usage / ERU (gal)	**ERUs
MADSEN HOLDINGS LLC	16 1 ST ST W	925,000	1,214	275	4.0
LIFT MANAGEMENT SERVICES	37 1 ST ST W	380,000	499	275	1.5
BURR OAKS LLC	9 1 ST ST W	440,000	577	275	2.0

*Water usage is from approximately 2 years of consumption data.

**ERUs are rounded down to the nearest 0.5 units with a minimum of 1.0 unit.

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 looping, 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 considered by including non-assessable units. To remain fair and equitable it is recommended to include 10 non-assessable units to account for the large amount of frontage of the Church of St. Joseph parcels and the City Park parcel that do not contain sewer and water services. With the addition of these non-assessable units, this project contains 34.5 sewer units, 24.5 of which are assessable.

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

Item	Cost / FF	City Cost or Assessment	Recommended Funding Source
Total Sanitary Sewer Project Costs			
Typical Sanitary Sewer Project Cost	\$398,270	Assessment	
City Contribution - Non Assessable Cost	\$53,180	City	Sewer Fund
Total Project Cost:	\$451,450		
Assessment Calculations			
Assessment Eligible Portion	\$398,270		
City Contribution (50%)	\$199,135	City	Sewer Fund
Assessable Eligible Portion (50%)	\$199,135		
Total Sanitary Sewer Units	34.5		
Assessment Per Unit	\$5,772		
Assessable Units	24.5		
Non-Assessable Units	10.0		
Non-Assessable Cost (City Cost)	\$57,720	City	Sewer Fund
Total Assessed Amount	\$141,420	Assessment	Special Assessments
Total City Cost:	\$310,030		
Total Assessed Amount:	\$141,420		
Total Project Cost:	\$451,450		

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	*Water Usage (gal)	Daily Water Usage (gal)	Daily Usage / ERU (gal)	**ERUs
MADSEN HOLDINGS LLC	16 1 ST ST W	925,000	1,214	275	4.0
LIFT MANAGEMENT SERVICES	37 1 ST ST W	380,000	499	275	1.5
BURR OAKS LLC	9 1 ST ST W	440,000	577	275	2.0

*Water usage is from approximately 2 years of consumption data.

**ERUs are rounded down to the nearest 0.5 units with a minimum of 1.0 unit.

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 looping, soil corrections, vibration monitoring, boring, and cathodic protection are isolated as City costs and not included in the assessment calculations.

Similar to the sanitary sewer methodology, 10 non-assessable units are recommended to be added to account for the unique project area. With the addition of these non-assessable units, this project contains 34.5 water units, 24.5 of which are assessable.

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

Item	Cost / FF	City Cost or Assessment	Recommended Funding Source
Total Watermain Project Costs			
Typical Water System Project Cost	\$702,620	Assessment	
City Contribution - Non Assessable Cost	\$537,050	City	Water Fund
Total Project Cost:	\$1,239,670		
Assessment Calculations			
Assessment Eligible Portion	\$702,620		
City Contribution (50%)	\$351,310	City	Water Fund
Assessable Eligible Portion (50%)	\$351,310		
Watermain Units	34.5		
Assessment Per Unit	\$10,183		
Assessable Units	24.5		
Non-Assessable Units	10		
Non-Assessable Cost (City Cost)	\$101,830	City	Water Fund
Total Assessed Amount	\$249,490	Assessment	Special Assessments
Total City Cost:	\$990,180		
Total Assessed Amount:	\$249,490		
Total Project Cost:	\$1,239,670		

F. OVERALL COST SUMMARY

In summary, a portion of the street and utility reconstruction work will be assessed to benefit 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)	\$1,032,470	Special Assessments
Developer Cost Sharing	* \$41,500	Developer Costs
Street & Utility Reconstruction (City Cost)	\$5,804,360	Combined Bond Funds & PIR Capital Improvement Funds
Total Overall Project Cost:	\$6,878,330	

* This is the amount the City has received from the developer of the apartment complex on the corner of 2nd Street and Elm Street for the proposed sidewalk adjacent to the building on Elm Street.

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
- Sanitary Sewer & Watermain Non-Standard Construction Items
- Irrigation

The current estimated assessable percentage of the street and utility reconstruction project is **15.0%**. 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 meet all statutory requirements.

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 4.1). To follow is the preliminary assessment roll (Table 4.1) for the street and utility reconstruction project area and debt service and proposed funding sources (Table 4.2).

TABLE 4.1 - PRELIMINARY ASSESSMENT ROLL
DOWNTOWN RECONSTRUCTION, PHASE 4 PROJECT
8/12/2025

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	750502700	44W FIRST ST LLC	44 1ST ST W	40 E LAKE ST	WACONIA MN 55387	27.50	\$7,918.72	0.0	\$0.00	0.0	\$0.00	\$7,918.72	\$1,050.56
2	750502690	WILLE FAMILY TRUST	36 1ST ST W	8411 KEATS AVE SW	HOWARD LAKE, MN 55349	30.00	\$8,638.60	1.0	\$10,182.90	1.0	\$5,772.03	\$24,593.53	\$3,262.77
3	750502680	INDEPENDENT PROPERTIES LLC	32 1ST ST W	2037 WOODSTONE DR	VICTORIA MN 55386	25.00	\$7,198.83	1.0	\$10,182.90	1.0	\$5,772.03	\$23,153.76	\$3,071.76
4	750502670	WACONIA LODGE NUMBER 326 AF AND AM INC	24 1ST ST W	24 W 1ST ST	WACONIA MN 55387	36.50	\$10,510.30	1.0	\$10,182.90	1.0	\$5,772.03	\$26,465.23	\$3,511.08
5 - 6	750502660/750502650	MADSEN HOLDINGS LLC	16 1ST ST W	2906 BUTTERNUT DR	CHASKA, MN 55318	73.50	\$21,164.57	4.0	\$40,731.59	4.0	\$23,088.12	\$84,984.28	\$11,274.68
7	750502620	LAKETOWN CREAMERY LLC	8 1ST ST W	9451 GANDER LN	MINNETRISTA, MN 55375	16.50	\$4,751.23	1.0	\$10,182.90	1.0	\$5,772.03	\$20,706.16	\$2,747.04
8	750502610	EMBARQ CORP	NA	931 14TH ST	DENVER, CO 80202	15.50	\$4,463.28	1.0	\$10,182.90	1.0	\$5,772.03	\$20,418.20	\$2,708.84
9	750502640	EMBARQ CORP	40 ELM ST S	931 14TH ST	DENVER, CO 80202	39.00	\$11,230.18	1.0	\$10,182.90	1.0	\$5,772.03	\$27,185.11	\$3,606.59
10	750502550	CHURCH OF ST JOSEPH	32 1ST ST E	41 1ST ST E	WACONIA MN 55387	165.00	\$47,512.30	1.0	\$10,182.90	1.0	\$5,772.03	\$63,467.23	\$8,420.06
11	750502540	WACONIA CITY	101 MAIN ST E	201 VINE ST S	WACONIA MN 55387	165.00	\$47,512.30	1.0	\$10,182.90	1.0	\$5,772.03	\$63,467.23	\$8,420.06
12	750501520	JANE M EVESLAGE TRUST	41 1ST ST W	281 LAKEVIEW TERR BLVD	WACONIA MN 55387	0.00	\$0.00	0.0	\$0.00	0.0	\$0.00	\$0.00	\$0.00
13	750501550	LIFT MANAGEMENT SERVICES	37 1ST ST W	820- PINE ST S	WACONIA MN 55387	29.00	\$8,350.65	1.5	\$15,274.35	1.5	\$8,658.04	\$32,283.04	\$4,282.92
14	750501570	YETZER PROPERTIES I LLC	33 1ST ST W	PO BOX 51	WACONIA MN 55387	53.50	\$15,405.50	1.0	\$10,182.90	1.0	\$5,772.03	\$31,360.43	\$4,160.52
15	750501580	DENNIS D GEZEL	25 1ST ST W	1817 TIMBER TRL	CHIPPEWA FALLS, WI 54729	27.50	\$7,918.72	1.0	\$10,182.90	1.0	\$5,772.03	\$23,873.64	\$3,167.26
16	750501590	17 WEST RENTAL LLC	17 1ST ST W	PO BOX 721	LONG LAKE, MN 55356	77.50	\$22,316.39	1.0	\$10,182.90	1.0	\$5,772.03	\$38,271.31	\$5,077.37
17	750501611	BURR OAKS LLC	9 1ST ST W	PO BOX 12	WACONIA MN 55387	60.00	\$17,277.20	2.0	\$20,365.80	2.0	\$11,544.06	\$49,187.06	\$6,525.54
18	750501630	WACONIA CITY	NA	201 VINE ST S	WACONIA MN 55387	78.50	\$22,604.34	0.0	\$0.00	0.0	\$0.00	\$22,604.34	\$2,998.87
19	750501620	BURR OAKS LLC	NA	PO BOX 12	WACONIA MN 55387	55.00	\$15,837.43	0.0	\$0.00	0.0	\$0.00	\$15,837.43	\$2,101.12
20	753320010	OLIVE AND SECOND HOLDING, LLC	135 OLIVE ST	332 W 4TH ST	WACONIA MN 55387	78.50	\$22,604.34	0.0	\$0.00	0.0	\$0.00	\$22,604.34	\$2,998.87
21 - 22	750501680/750501690	WROLSON HOLDINGS LLC	109 ELM ST S	109 ELM ST S	WACONIA MN 55387	137.50	\$39,593.59	1.0	\$10,182.90	1.0	\$5,772.03	\$55,548.51	\$7,369.50
23	750501700	CHURCH OF ST JOSEPH	41 1ST ST E	41 1ST ST E	WACONIA MN 55387	253.00	\$72,852.20	0.0	\$0.00	0.0	\$0.00	\$72,852.20	\$9,665.14
24 - 27A	750501670/750501660 / 750501650/750501770	CHURCH OF ST JOSEPH	141 ELM ST S / 8 2ND ST E / 16 2ND ST E	41 1ST ST E	WACONIA MN 55387	264.00	\$76,019.69	1.0	\$10,182.90	1.0	\$5,772.03	\$91,974.61	\$12,202.07
27B	750501770	CHURCH OF ST JOSEPH	NA	41 1ST ST E	WACONIA MN 55387	143.00	\$41,177.33	0.0	\$0.00	0.0	\$0.00	\$41,177.33	\$5,462.90
28	750501780	CHURCH OF ST JOSEPH	117 1ST ST E	41 1ST ST E	WACONIA MN 55387	47.50	\$13,677.78	0.0	\$0.00	0.0	\$0.00	\$13,677.78	\$1,814.60
29	750501790	SARA CARLSON EARLEY	125 1ST ST E	125 1ST ST E	WACONIA MN 55387	47.50	\$13,677.78	1.0	\$10,182.90	1.0	\$5,772.03	\$29,632.71	\$3,931.31
30	750501800	TODD JOHNSON PROPERTIES LLC	141 1ST ST E	141 1ST ST E	WACONIA MN 55387	62.50	\$17,997.08	1.0	\$10,182.90	1.0	\$5,772.03	\$33,952.01	\$4,504.34
31	750500510	JOSEPH PAUL BRAUNSHAUSEN	209 ELM ST S	209 ELM ST S	WACONIA MN 55387	55.00	\$15,837.43	0.0	\$0.00	0.0	\$0.00	\$15,837.43	\$2,101.12
32	750500520	GREGG ALAN MALSBARY	17 2ND ST E	17 2ND ST E	WACONIA MN 55387	55.00	\$15,837.43	1.0	\$10,182.90	1.0	\$5,772.03	\$31,792.36	\$4,217.82
33	750500530	SPRING MARIE PEDEN	25 2ND ST E	25 2ND ST E	WACONIA MN 55387	55.00	\$15,837.43	1.0	\$10,182.90	1.0	\$5,772.03	\$31,792.36	\$4,217.82
34	750500550	JARED G BUESGENS	33 2ND ST E	33 2ND ST E	WACONIA MN 55387	55.00	\$15,837.43	0.0	\$0.00	0.0	\$0.00	\$15,837.43	\$2,101.12
						2,228.00							

*Cost per FF = \$287.95 (Original Calculation)

**Based on a 5.50% Interest Rate and a 10 Year Term.

Totals:	\$641,560.08	24.5	\$249,481.01	24.5	\$141,414.71	\$1,032,455.81	\$136,973.61
TOTAL FRONT FOOTAGE:	3,355.50						
CORNER LOT CREDIT:	868.50						
ASSESSMENT BASIS FRONT FOOTAGE:	2,487.00						
NON-ASSESSABLE FRONT FOOTAGE:	259.00						
ASSESSMENT FRONT FOOTAGE:	2,228.00						

TABLE 4.2
DEBT SERVICE & PROPOSED FUNDING SOURCES
FOR
DOWNTOWN RECONSTRUCTION, PHASE 4 PROJECT
8/12/2025

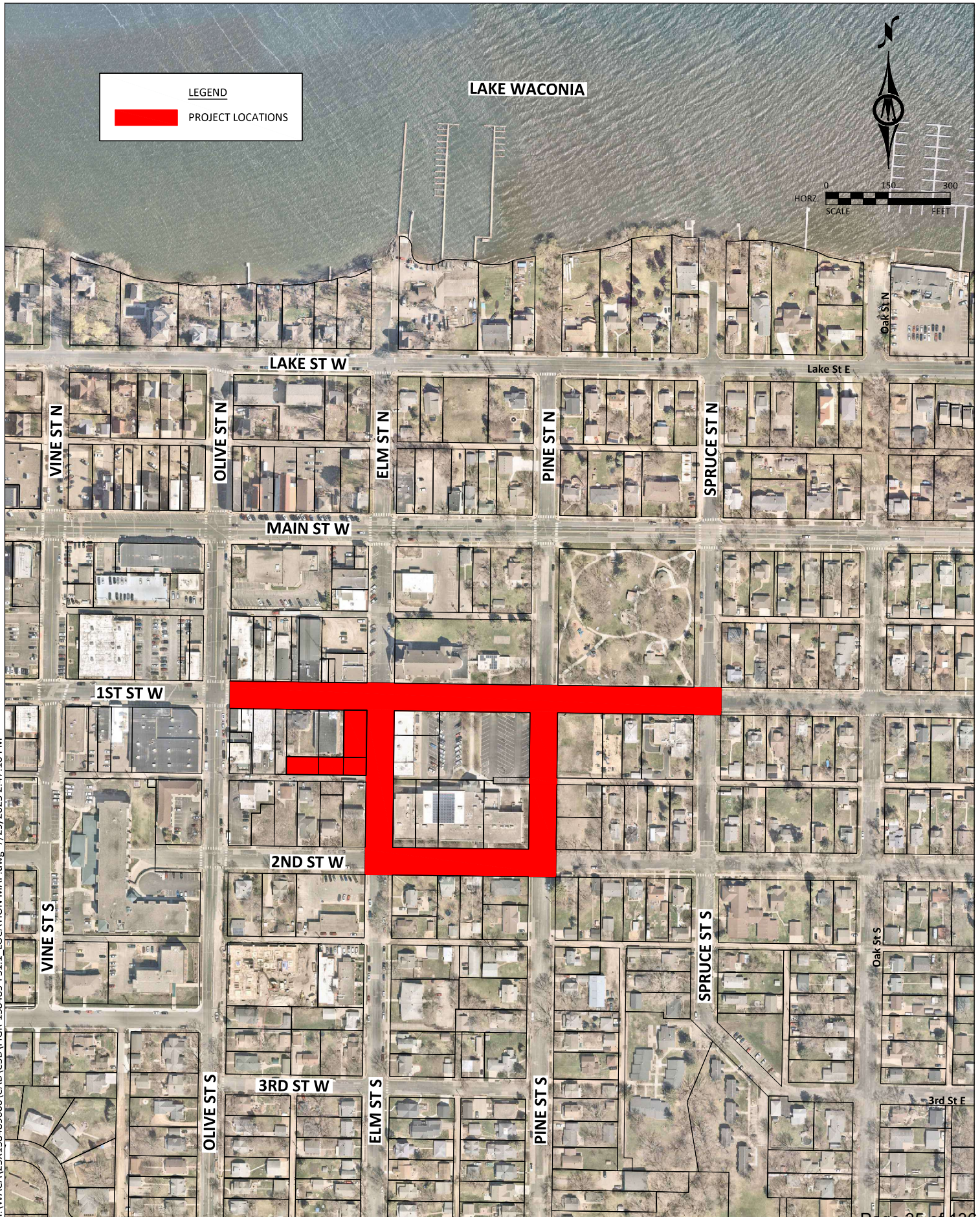
PROPOSED PROJECTS	TOTALS				DEBT SERVICE / FUNDING SOURCE						RECOMMENDED FINANCING OPTION
	TOTAL PROJECT COST	TOTAL ASSESS. AMOUNT	TOTAL CITY COST	TOTAL ASSESS. %	TOTAL DEBT SERVICE	DEBT SVC ASSMT REVENUE	DEBT SVC GENERAL/ PIR FUND	DEBT SVC SEWER FUND	DEBT SVC WATER FUND	TOTAL REVENUE	
STREET & UTILITY RECONSTRUCTION	\$6,878,330	\$1,032,470	\$5,845,860	15.0%	\$869,275	\$130,482	\$574,475	\$39,181	\$125,138	\$869,275	\$6,900,000
TOTALS:	\$6,878,330	\$1,032,470	\$5,845,860	15.0%	\$869,275	\$130,482	\$574,475	\$39,181	\$125,138	\$869,275	Combined Bond

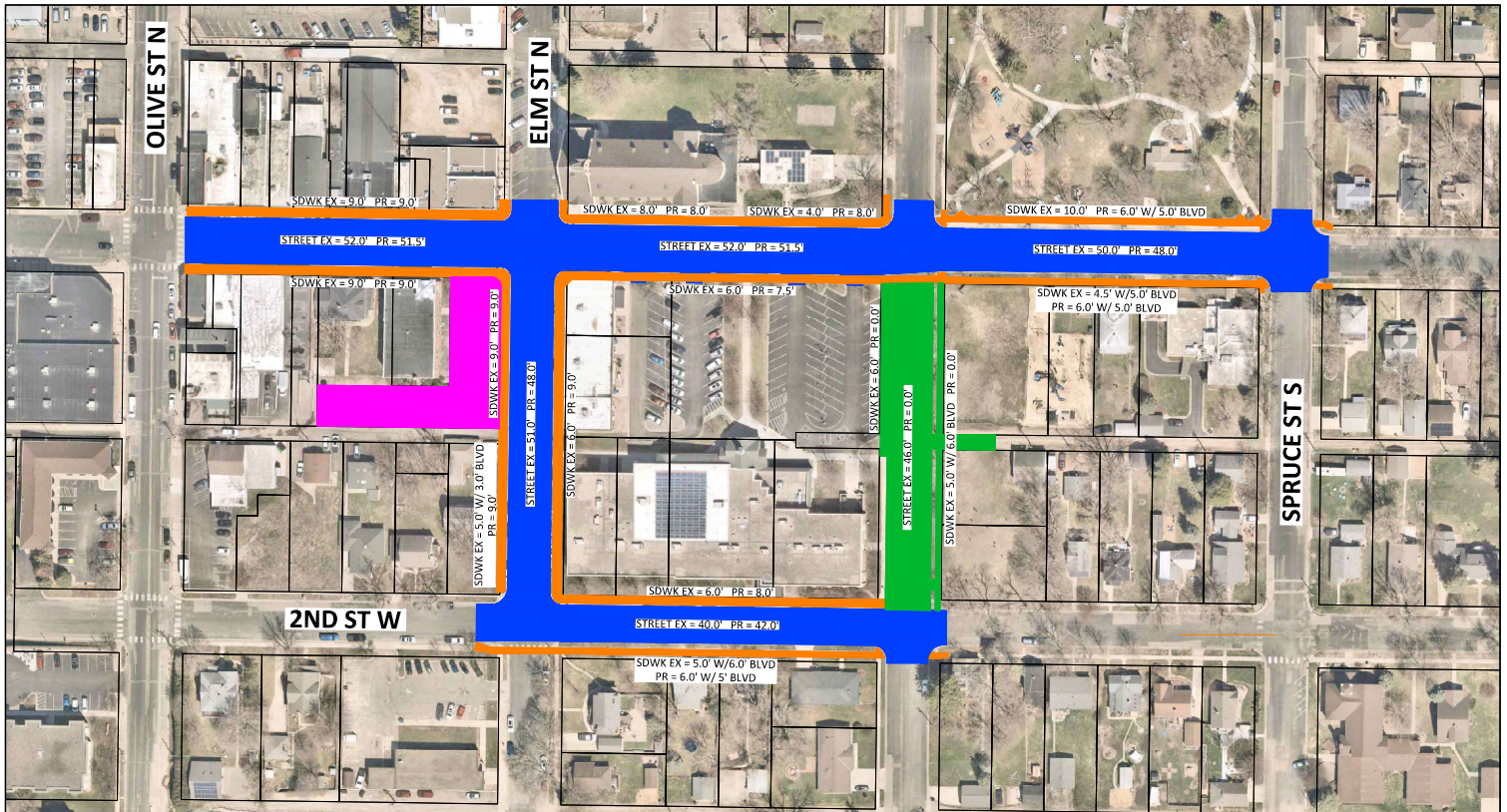
Notes:

- 1.) All Debt Service Projections are Based on a 10-Year Bond At 4.5%.
- 2.) Actual Assessment Revenue Debt Service Will Be Based On Interest Rate 1.0% Above Bonding Cost (=4.5% + 1.0% = 5.5%) With a 10-Year Term.
- 3.) Amounts Shown Do Not Include Any Grant Funds Which May Reduce the Required Payment Amounts.

APPENDIX A

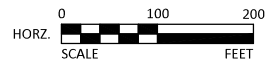
FIGURES

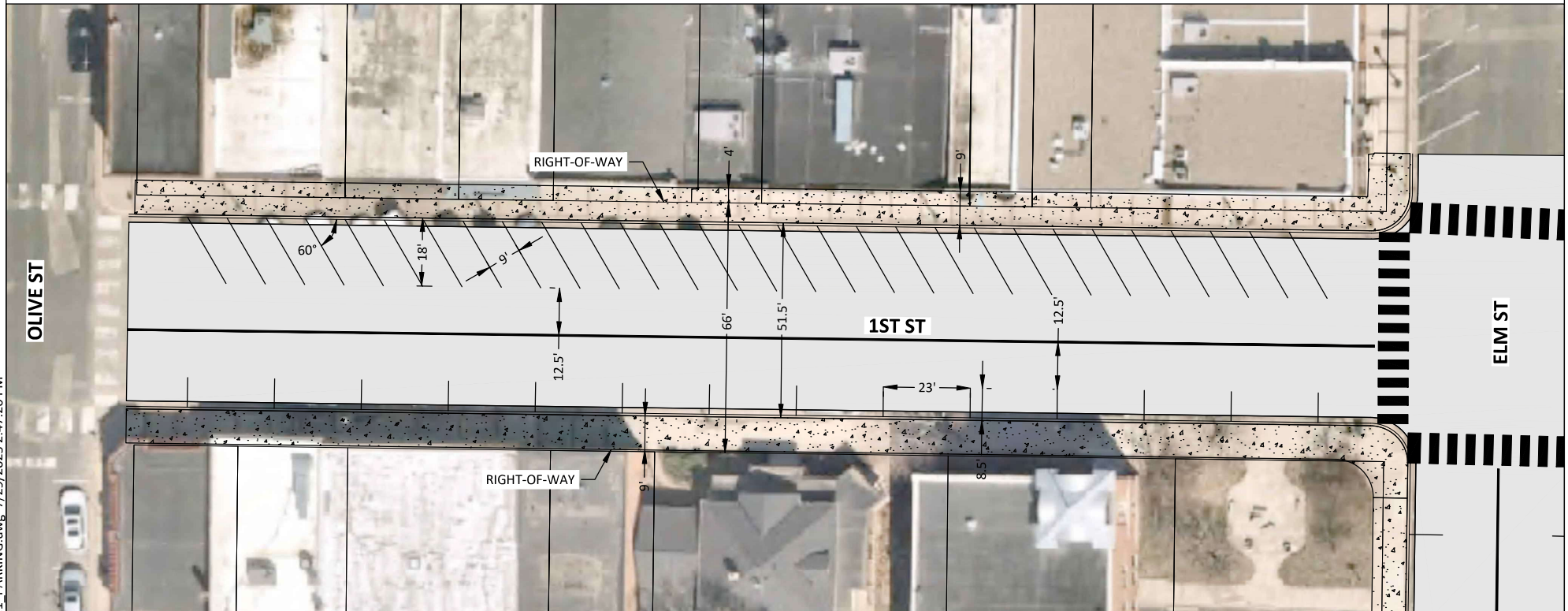


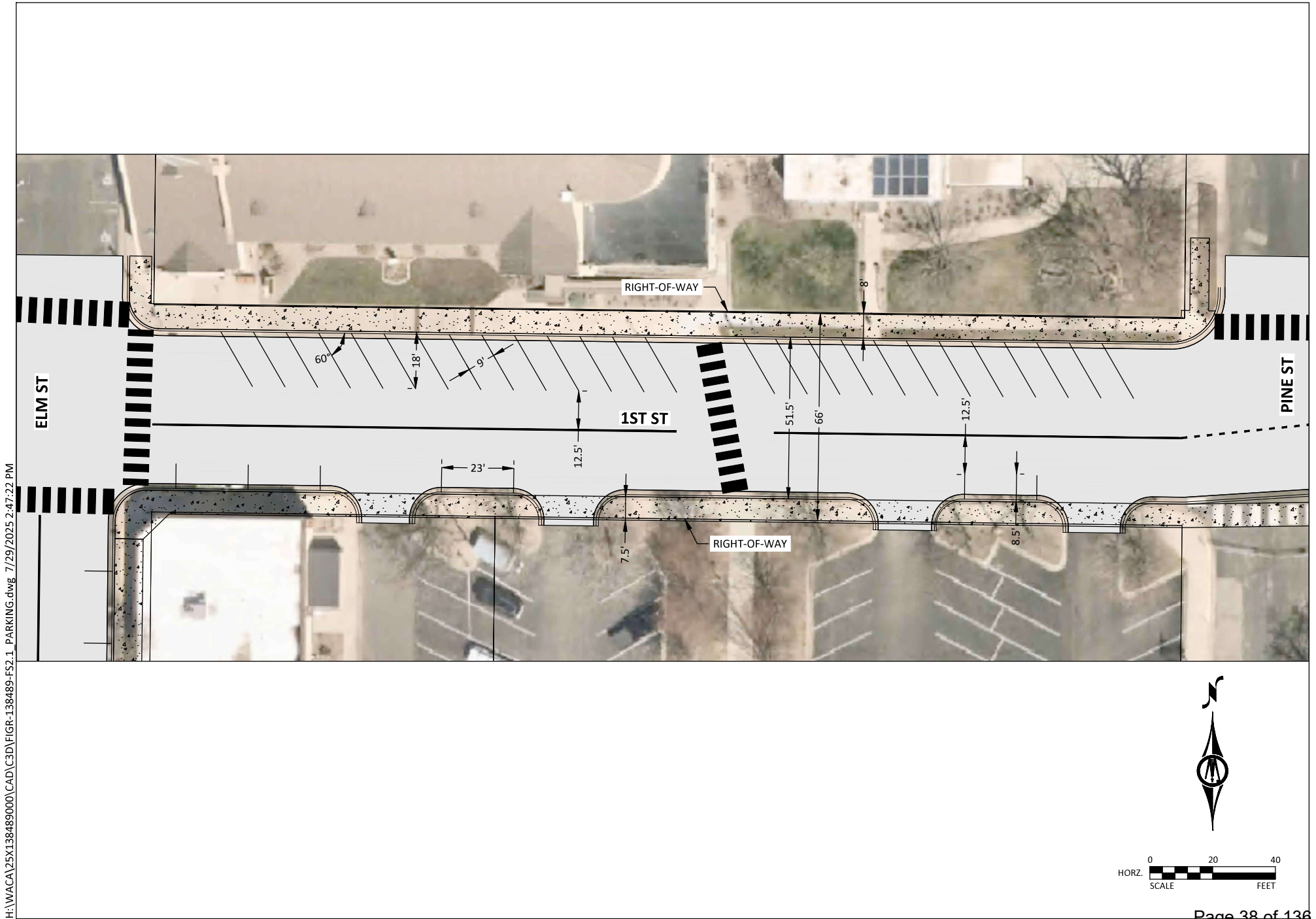


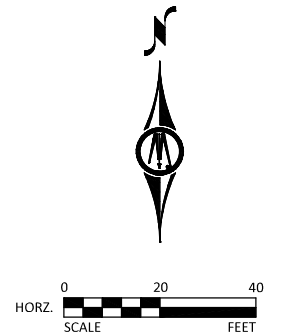
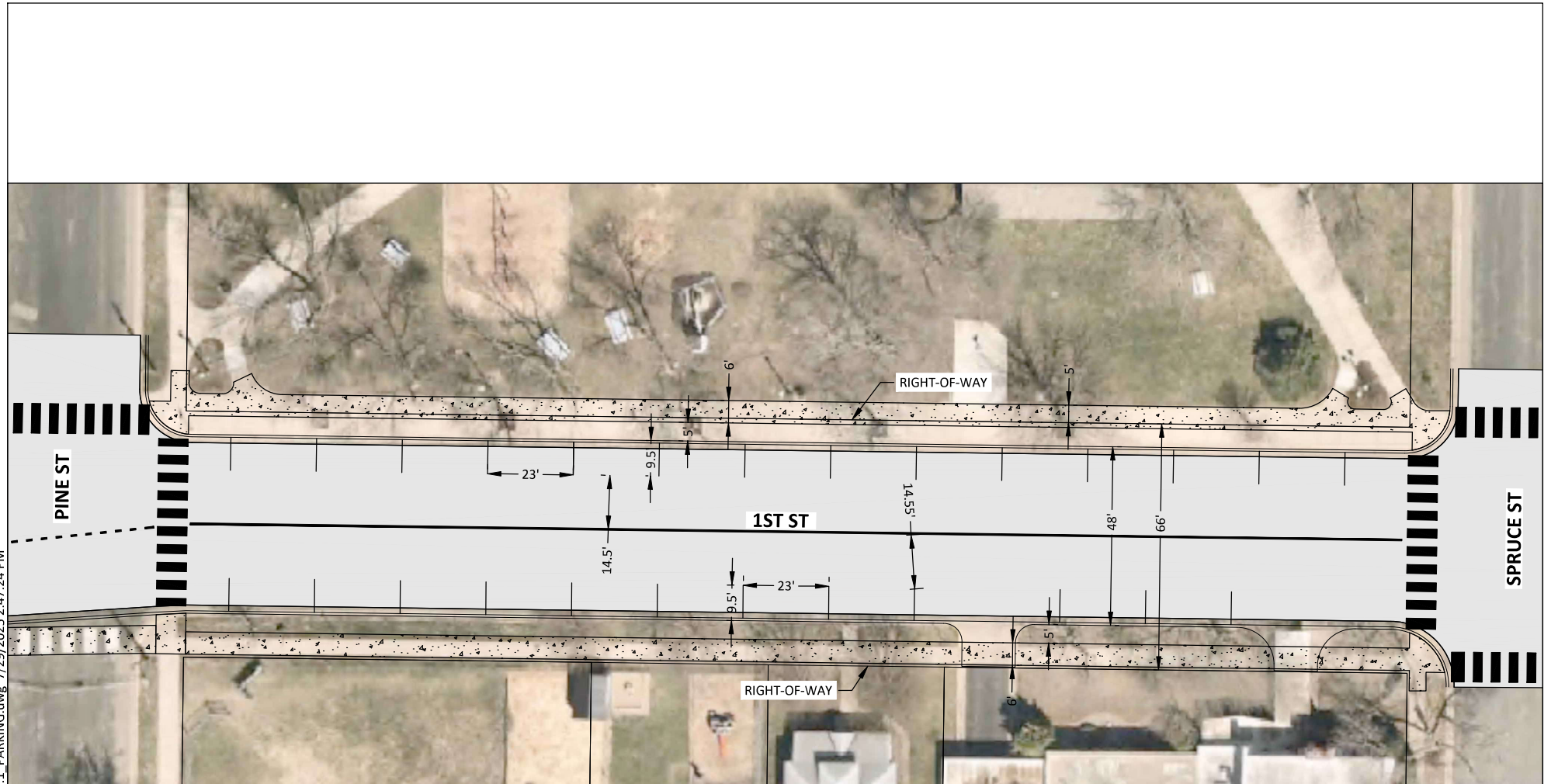
LEGEND

- PROPOSED STREET RECONSTRUCTION
- PROPOSED PARKING LOT IMPROVEMENTS
- PROPOSED SIDEWALK RECONSTRUCTION
- PROPOSED STREET & SIDEWALK REMOVAL

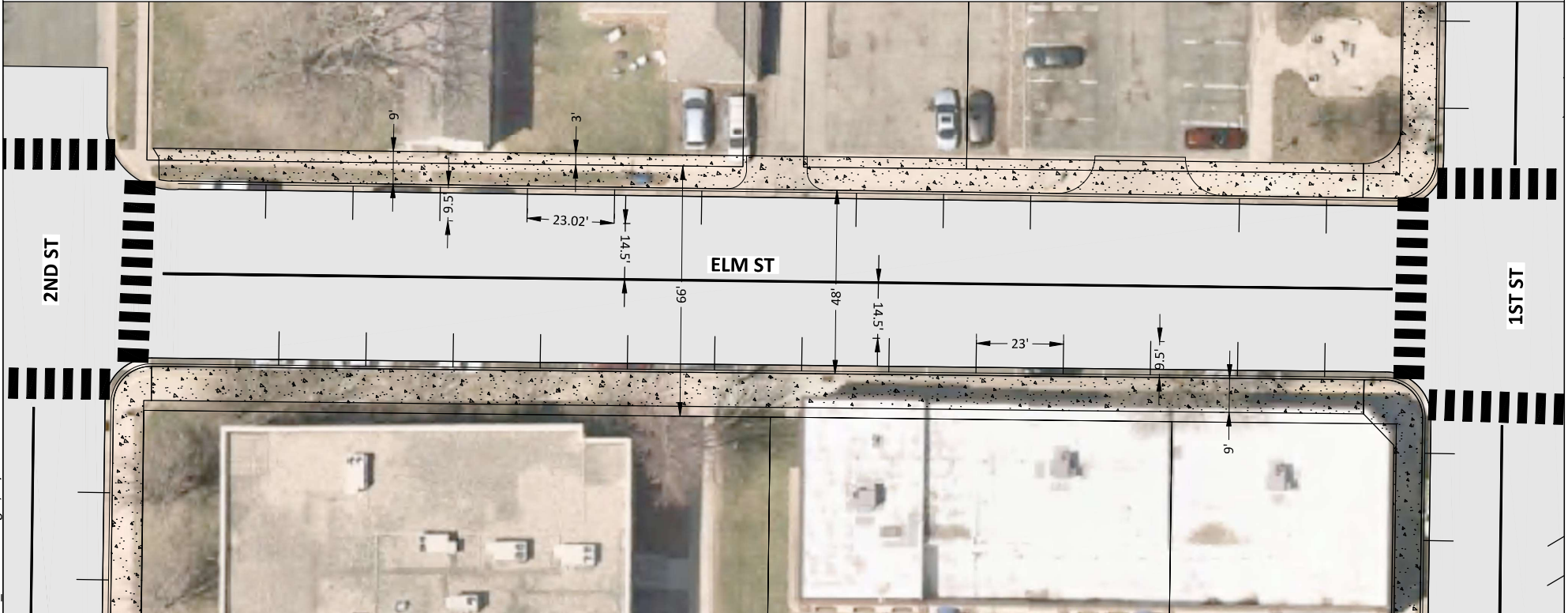






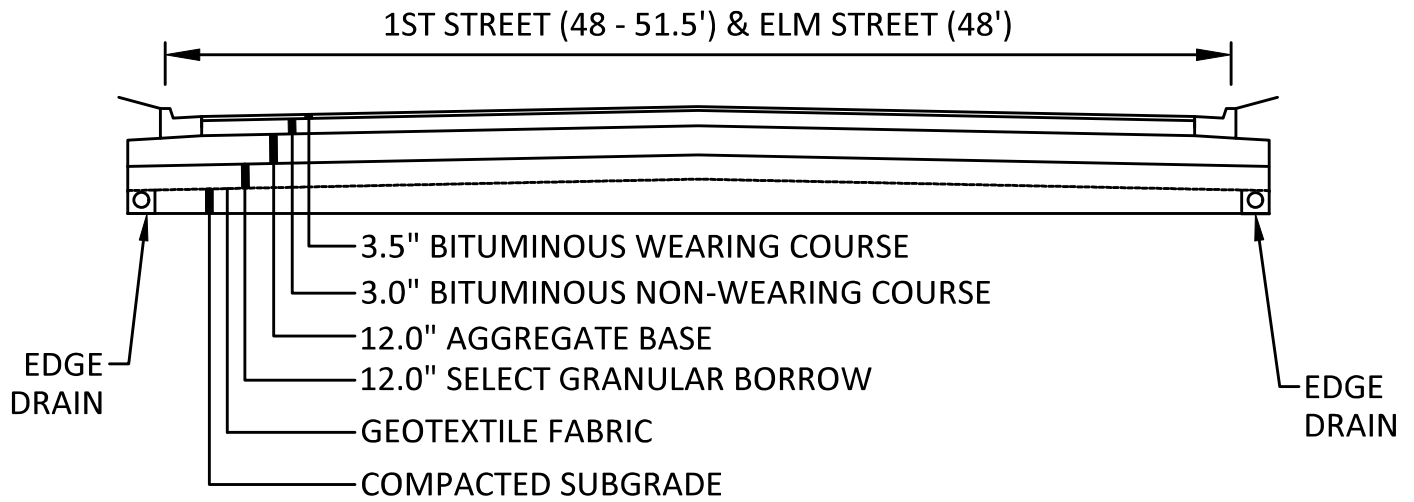


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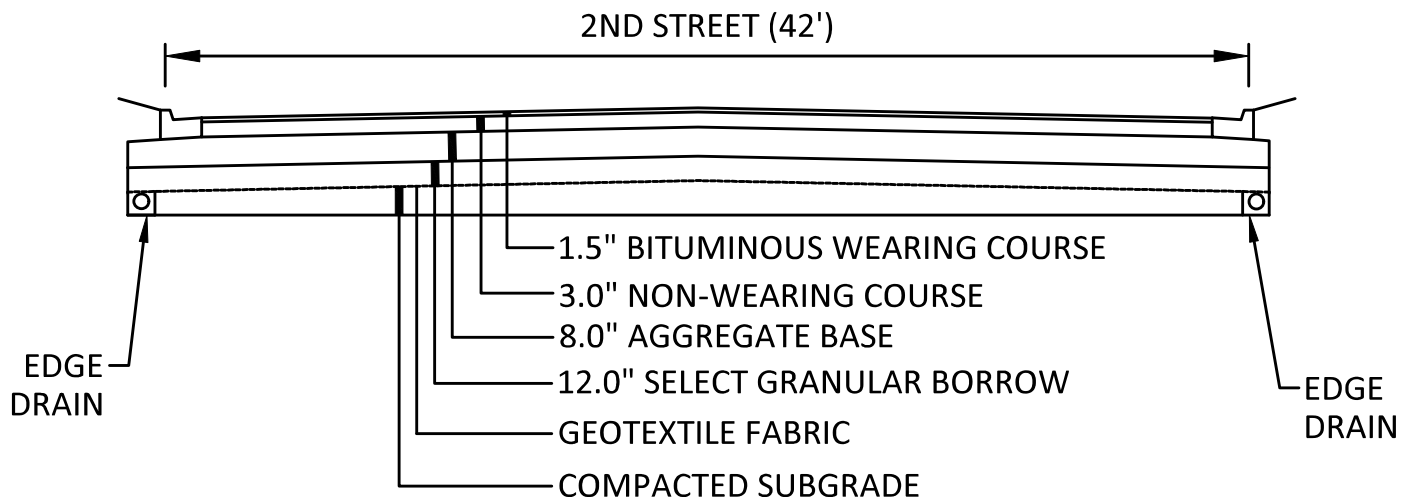


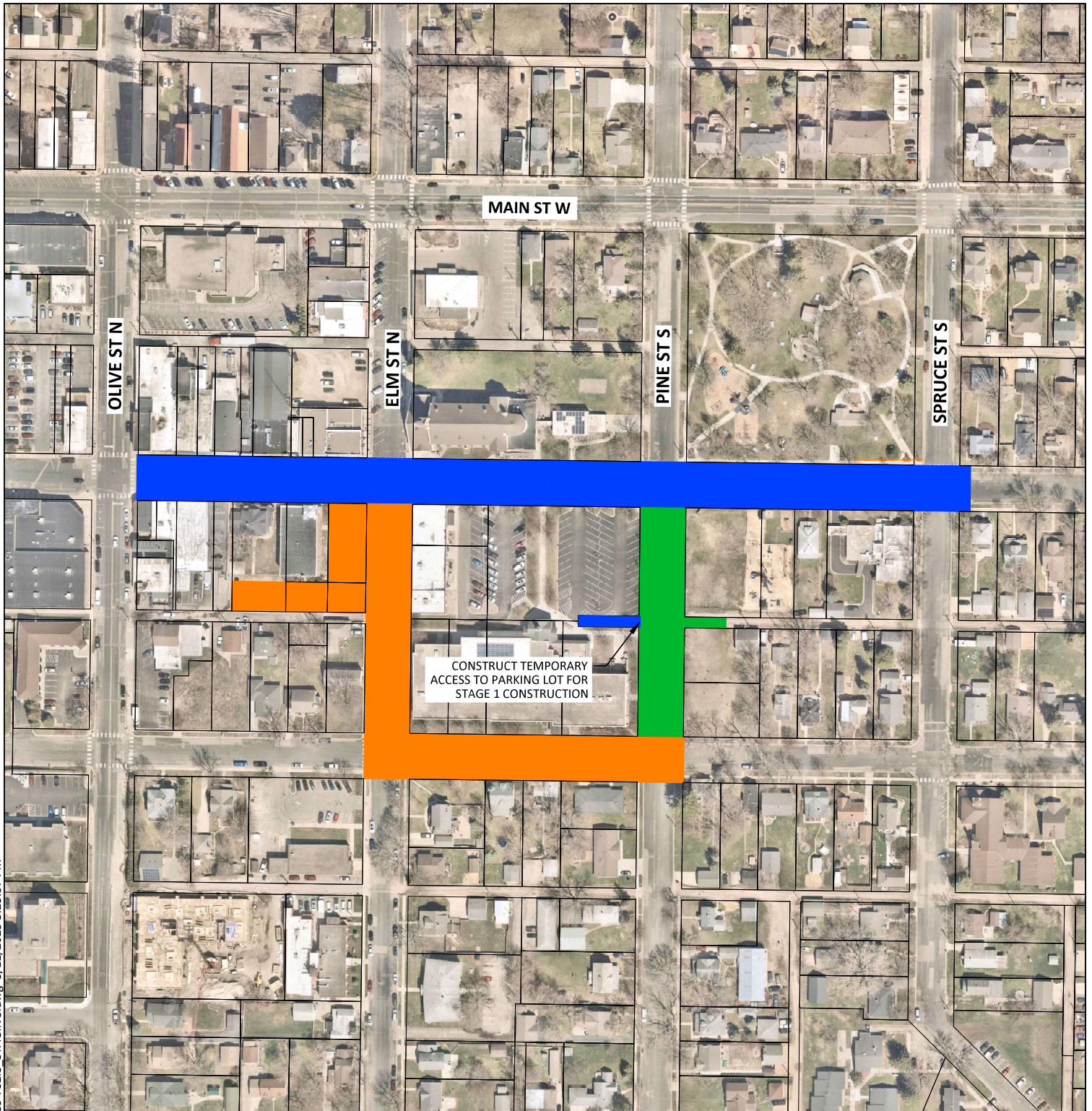


STREET SECTION (TRUCK SECTION)
NOT TO SCALE



STREET SECTION (RESIDENTIAL SECTION)
NOT TO SCALE



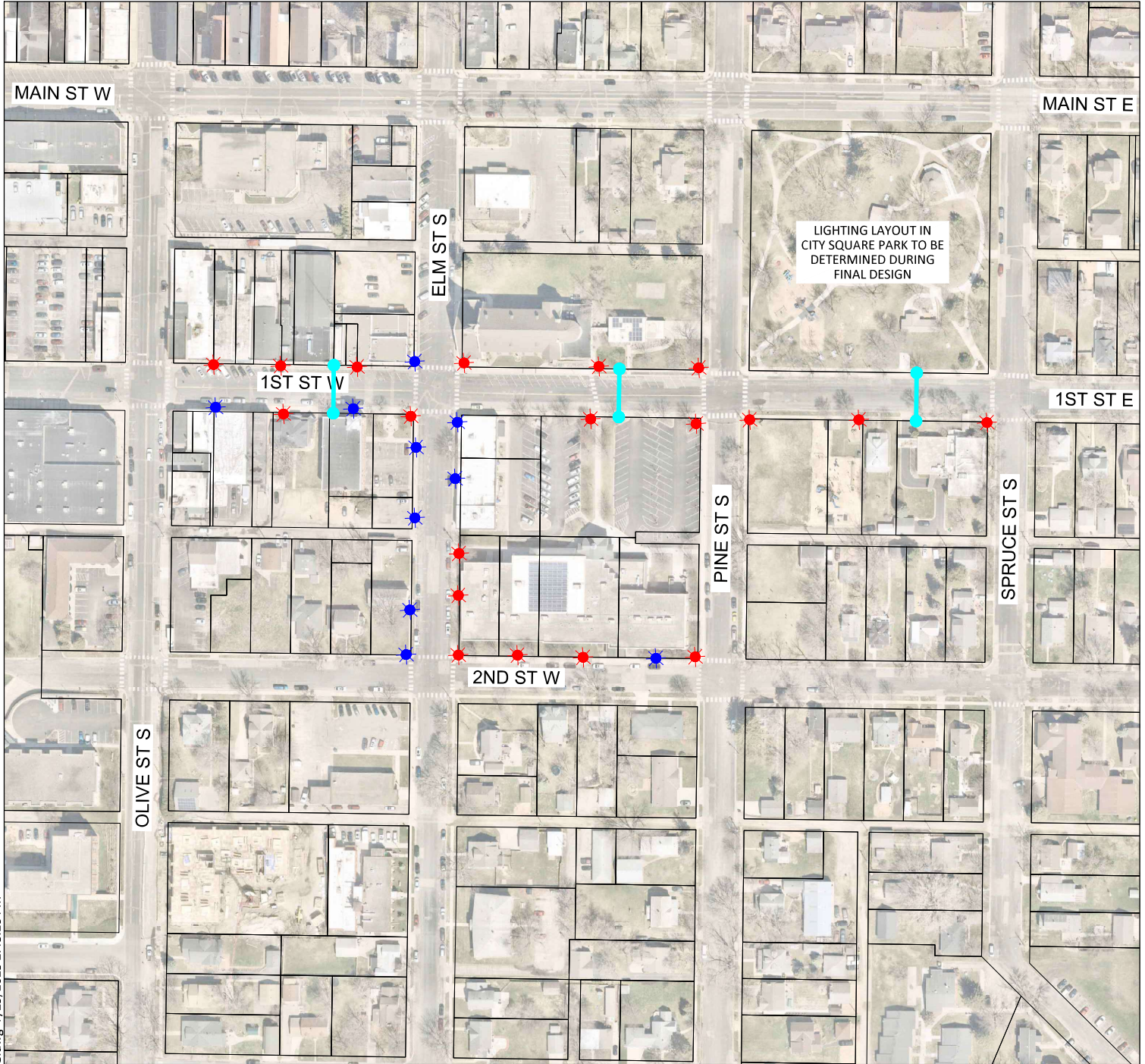


LEGEND

- STAGE 1
- STAGE 2
- STAGE 3

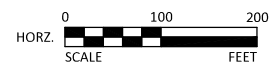


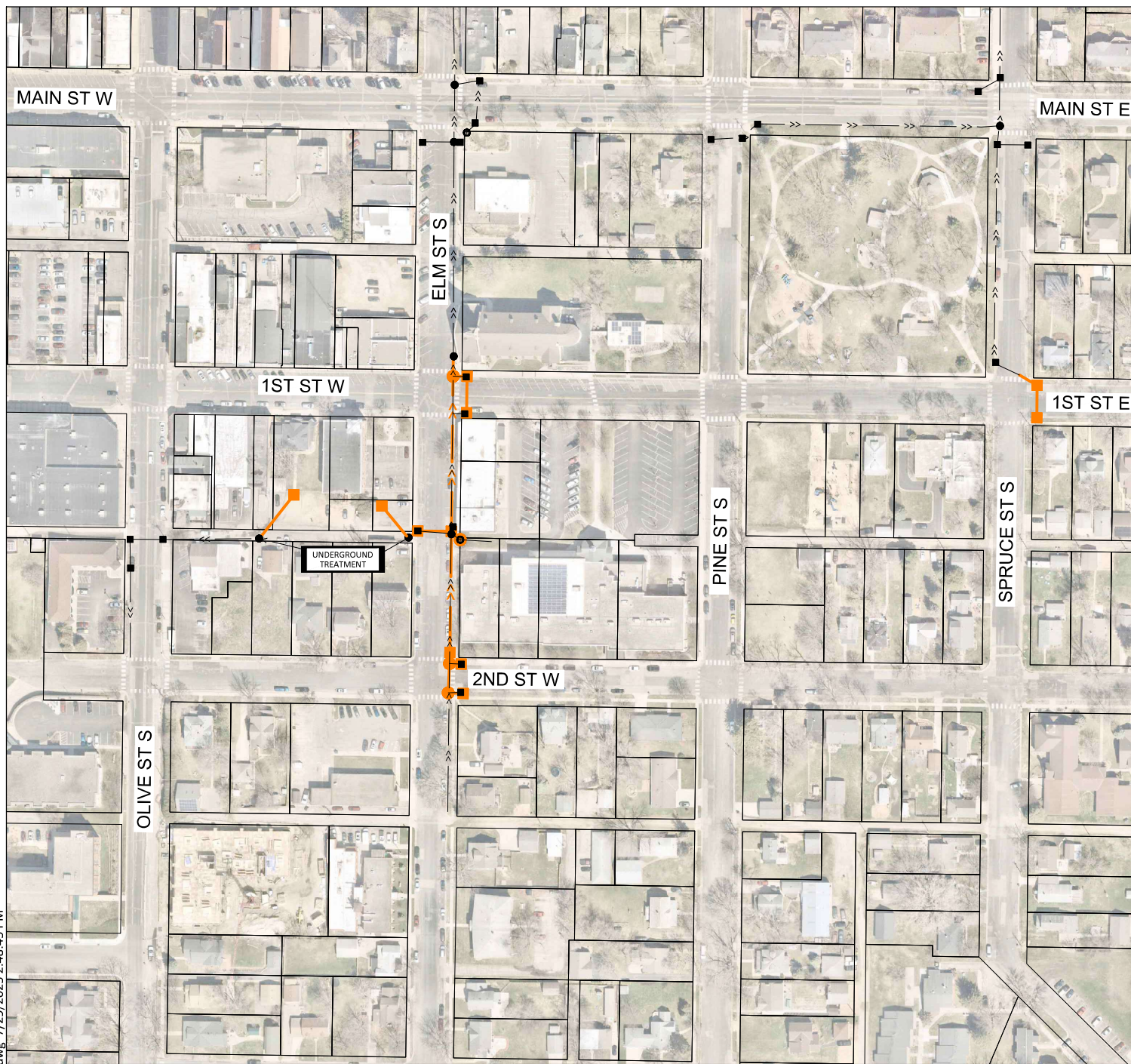
0 100 200
HORZ. SCALE FEET



LEGEND

-  PROPOSED LIGHT POLE
-  PROPOSED LIGHT POLE (EASEMENT NEEDED)
-  BANNER POLES

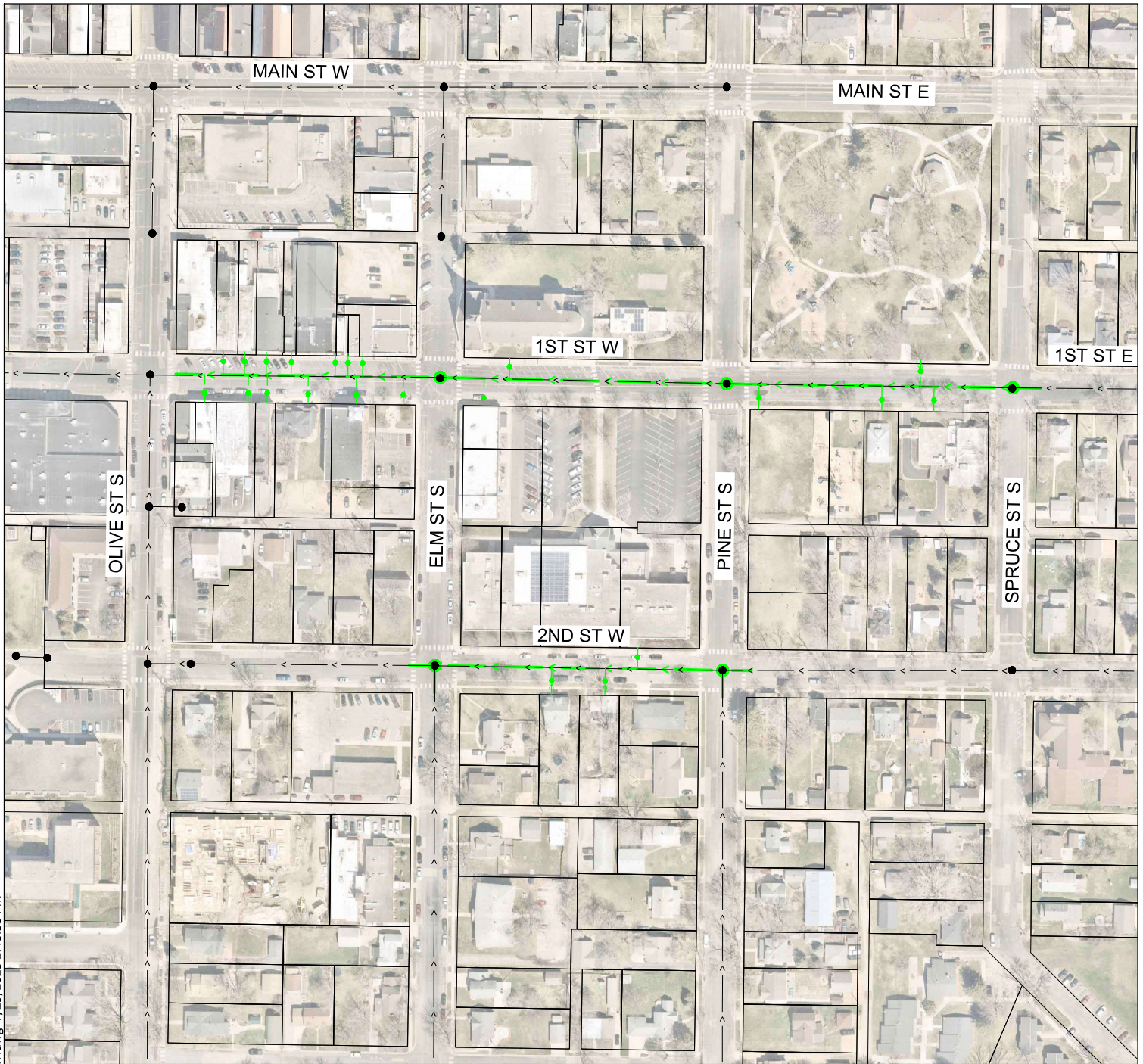




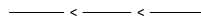
LEGEND

- << — << — EXISTING STORM SEWER
- ■ EXISTING STORM STRUCTURES
- << — << — PROPOSED STORM SEWER
- PROPOSED MANHOLE
- ○ PROPOSED CATCH BASIN

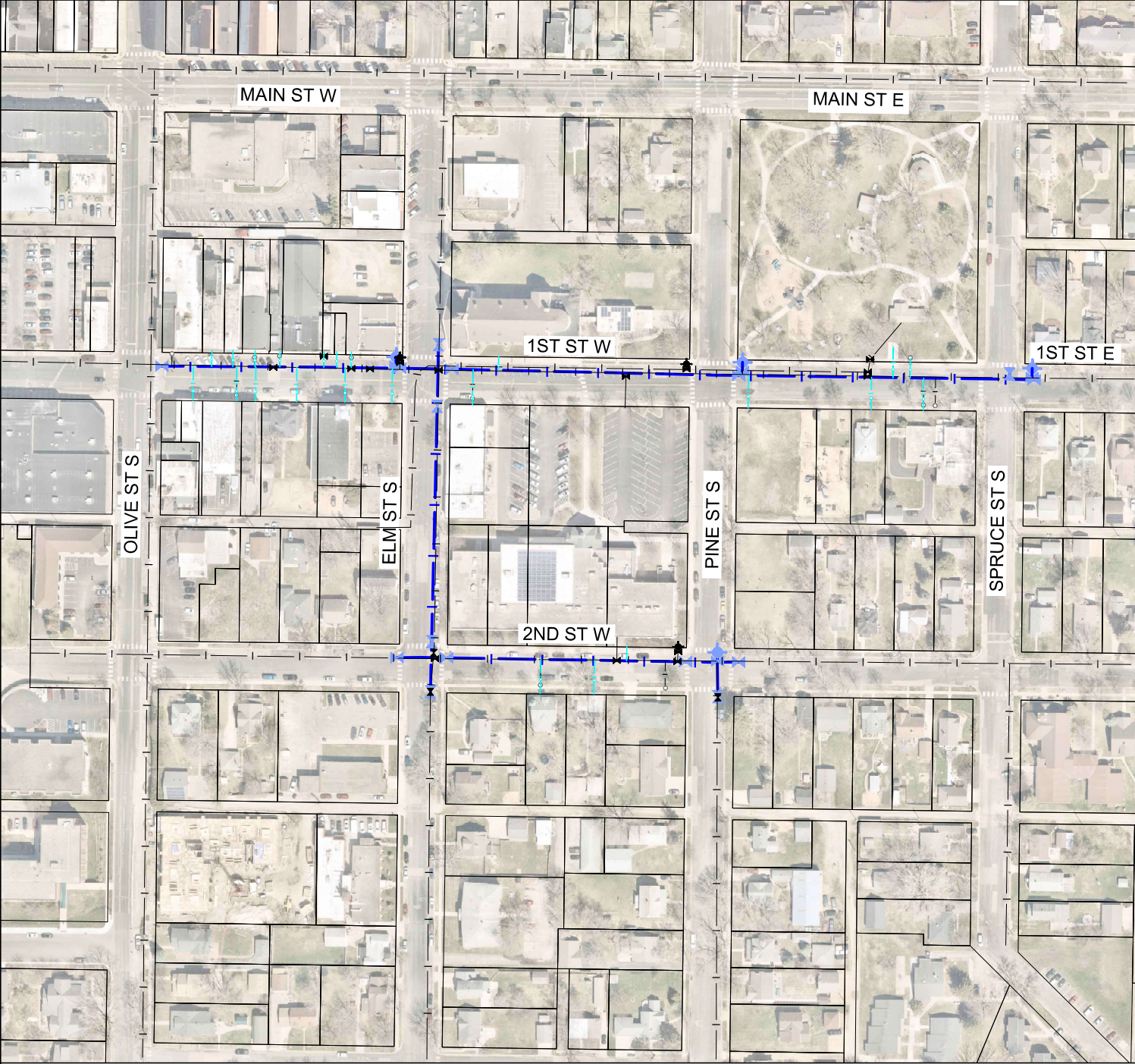




LEGEND

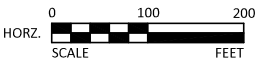
-  EXISTING SANITARY SEWER
-  EXISTING SANITARY STRUCTURE
-  REPLACE SANITARY SEWER
-  REPLACE SANITARY SEWER SERVICE
-  REPLACE MANHOLE

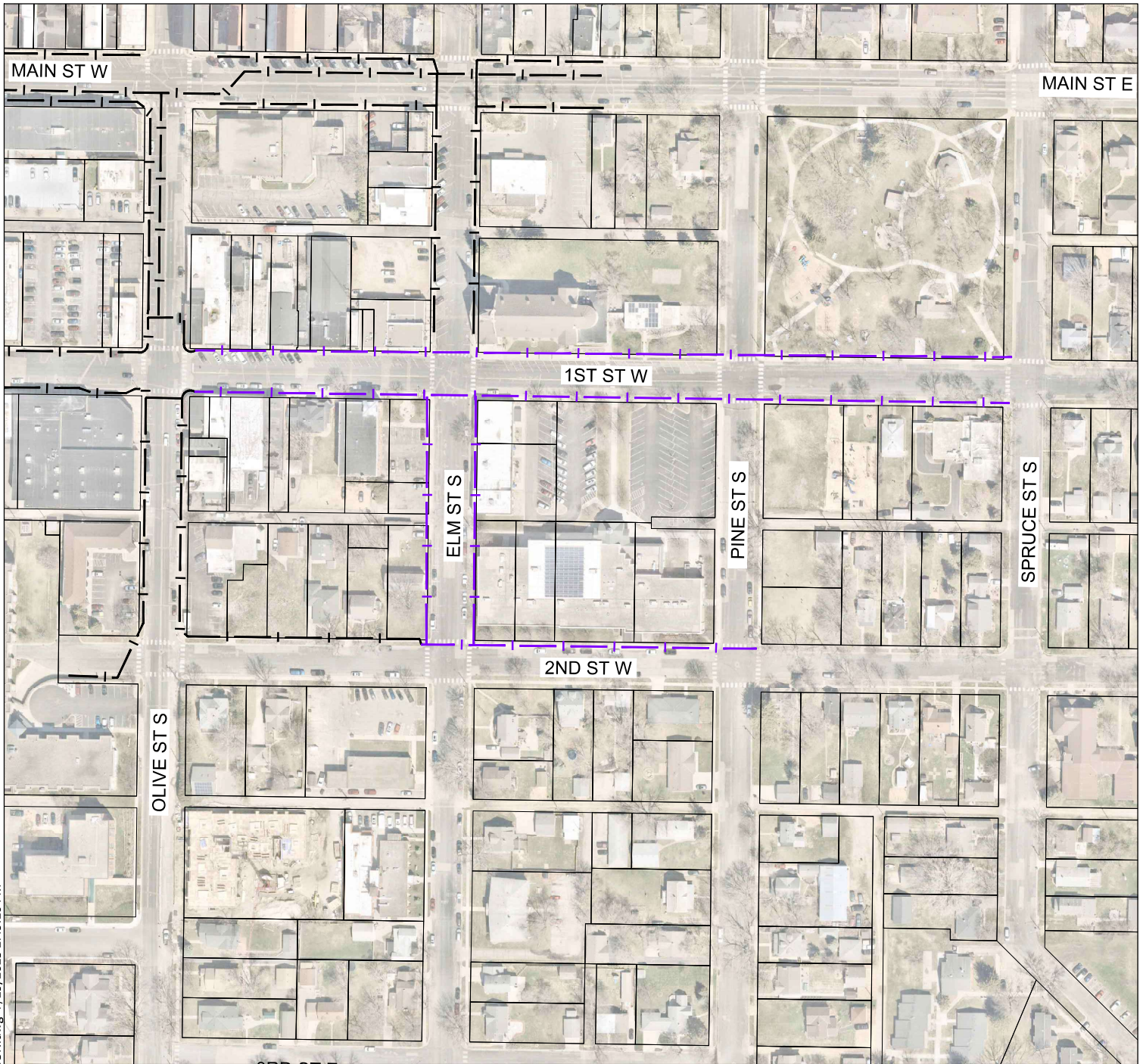




LEGEND

	EXISTING WATERMAIN
	EXISTING WATER SERVICE
	EXISTING WATER STRUCTURES
	REPLACE WATERMAIN
	REPLACE WATER SERVICE
	HYDRANTS AND VALVES

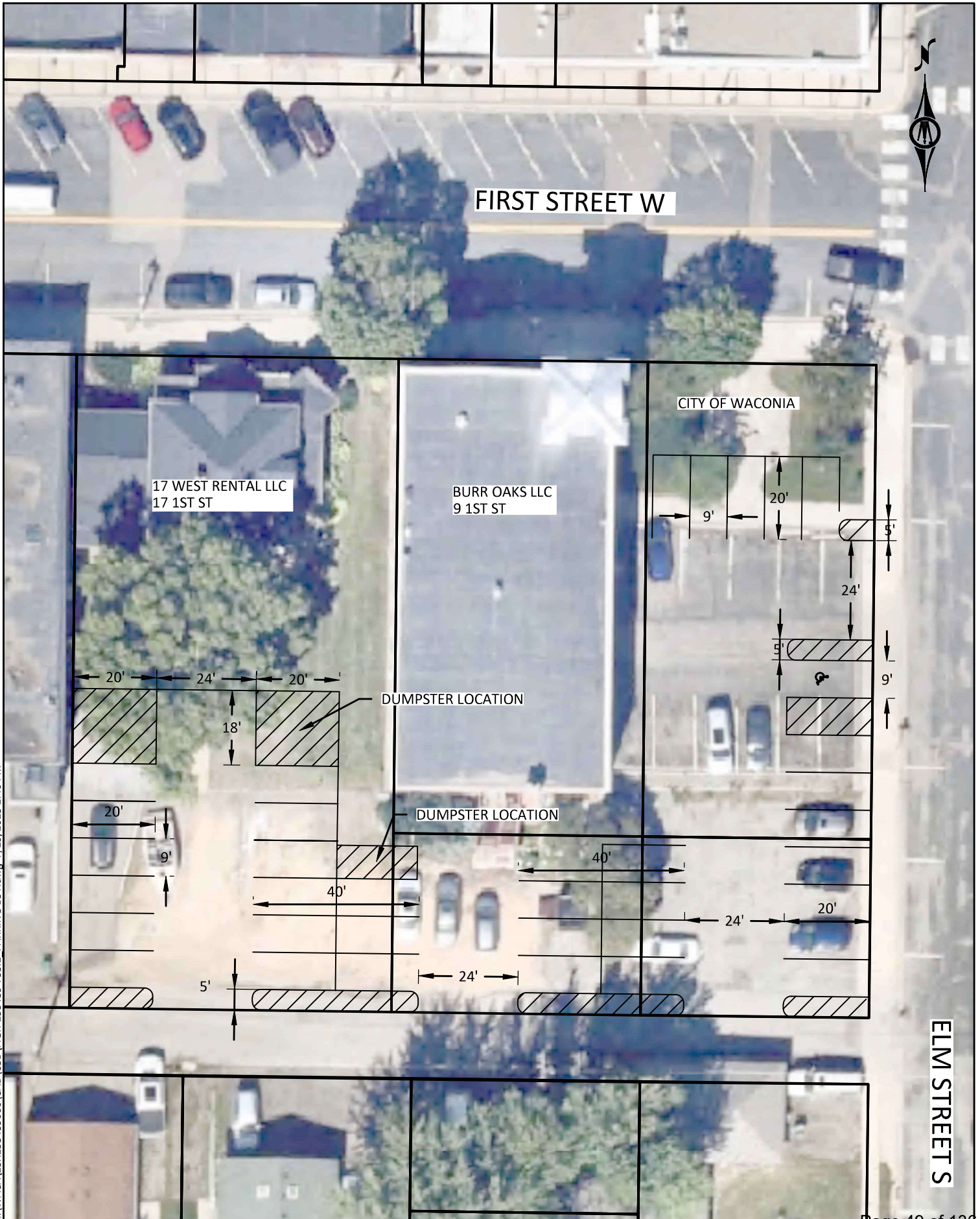
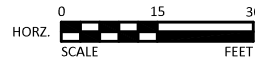


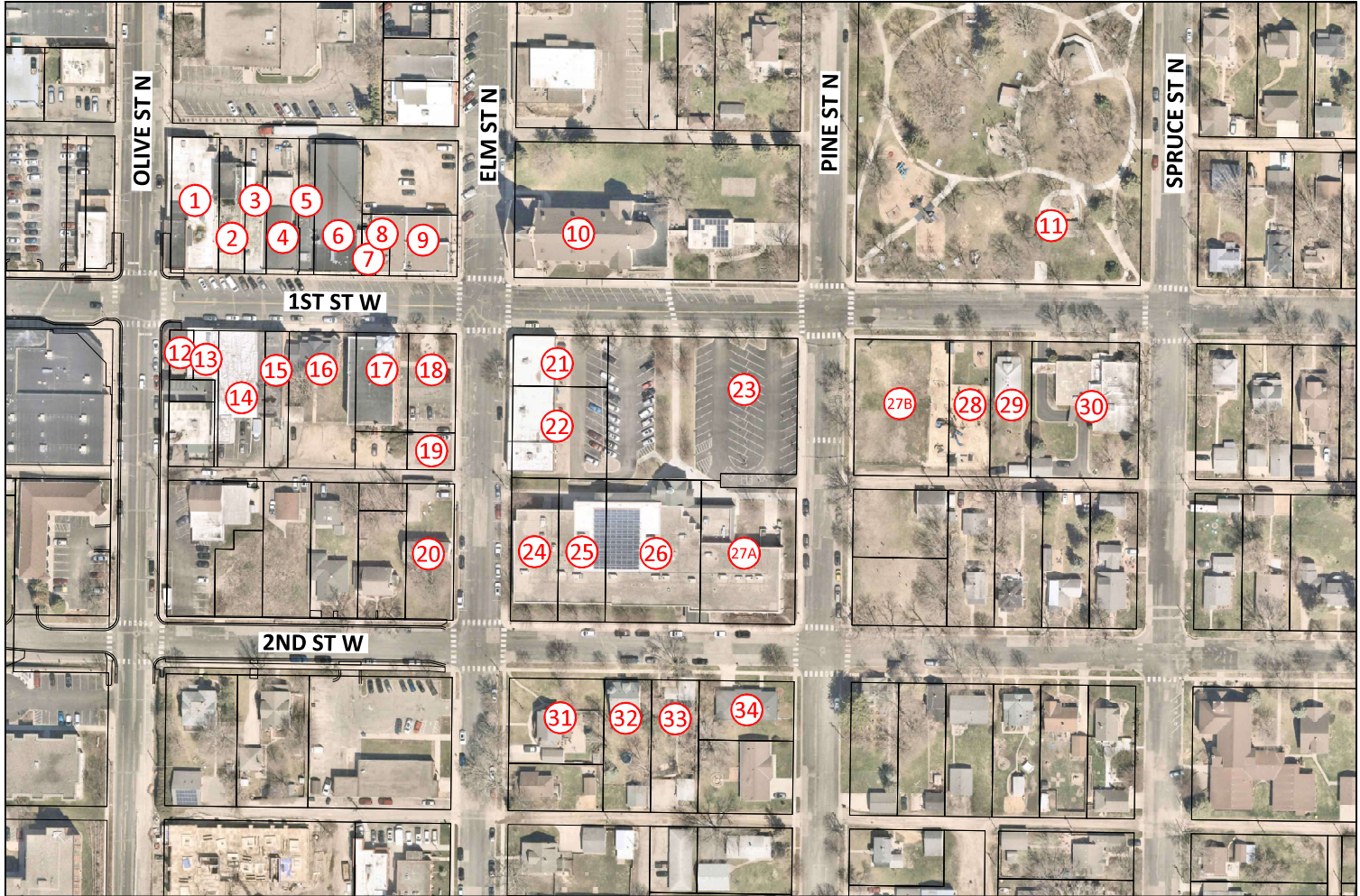


LEGEND

- | — | — EXISTING IRRIGATION SYSTEM
- | — | — 1" IRRIGATION PIPE







PROP. NO.	P.I.D.	OWNER	PROPERTY ADDRESS
1	750502700	44W FIRST ST LLC	44 1ST ST W
2	750502690	WILLE FAMILY TRUST	36 1ST ST W
3	750502680	INDEPENDENT PROPERTIES LLC	32 1ST ST W
4	750502670	WACONIA LODGE NUMBER 326 AF AND AM INC	24 1ST ST W
5 - 6	750502660/750502650	MADSEN HOLDINGS LLC	16 1ST ST W
7	750502620	LAKETOWN CREAMERY LLC	8 1ST ST W
8	750502610	EMBARQ CORP	NA
9	750502640	EMBARQ CORP	40 ELM ST S
10	750502550	CHURCH OF ST JOSEPH	32 1ST ST E
11	750502540	WACONIA CITY	101 MAIN ST E
12	750501520	JANE M EVESLAGE TRUST	41 1ST ST W
13	750501550	LIFT MANAGEMENT SERVICES	37 1ST ST W
14	750501570	YETZER PROPERTIES I LLC	33 1ST ST W
15	750501580	DENNIS D GEZEL	25 1ST ST W
16	750501590	17 WEST RENTAL LLC	17 1ST ST W
17	750501611	BURR OAKS LLC	9 1ST ST W
18	750501630	WACONIA CITY	NA
19	750501620	BURR OAKS LLC	NA
20	753320010	OLIVE AND SECOND HOLDING, LLC	135 OLIVE ST
21 - 22	750501680/750501690	WROLSON HOLDINGS LLC	109 ELM ST S
23	750501700	CHURCH OF ST JOSEPH	41 1ST ST E
24 - 27A	750501670/750501660 / 750501650/750501770	CHURCH OF ST JOSEPH	141 ELM ST S / 8 2ND ST E / 16 2ND ST E
27B	750501770	CHURCH OF ST JOSEPH	NA
28	750501780	CHURCH OF ST JOSEPH	117 1ST ST E
29	750501790	SARA CARLSON EARLEY	125 1ST ST E
30	750501800	TODD JOHNSON PROPERTIES LLC	141 1ST ST E
31	750500510	JOSEPH PAUL BRAUNSHAUSEN	209 ELM ST S
32	750500520	GREGG ALAN MALSBARY	17 2ND ST E
33	750500530	SPRING MARIE PEDEN	25 2ND ST E
34	750500550	JARED G BUESGENS	33 2ND ST E



APPENDIX B

ITEMIZED COST ESTIMATES

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 4
8/12/2025**

STREET RECONSTRUCTION (ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$48,000.00	\$48,000.00
2	REMOVE CONCRETE CURB & GUTTER	LIN FT	4,405	\$6.30	\$27,751.50
3	REMOVE BITUMINOUS PAVEMENT	SQ YD	7,725	\$6.83	\$52,723.13
4	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ FT	2,700	\$3.15	\$8,505.00
5	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ FT	165	\$1.31	\$216.56
6	REMOVE DRAINAGE STRUCTURE	EACH	8	\$388.50	\$3,108.00
7	REMOVE DRAINAGE PIPE	LIN FT	590	\$16.80	\$9,912.00
8	COMMON EXCAVATION (EV)	CU YD	4,500	\$31.50	\$141,750.00
9	GEOTEXTILE FABRIC	SQ YD	8,100	\$1.79	\$14,458.50
10	AGGREGATE BASE CLASS 5 (CV) - 8" DEPTH	TON	4,095	\$48.30	\$197,788.50
11	CONCRETE CURB & GUTTER (B618)	LIN FT	3,815	\$23.10	\$88,126.50
12	BITUMINOUS NON-WEAR COURSE - 3.0" DEPTH	TON	1,450	\$89.25	\$129,412.50
13	BITUMINOUS WEAR COURSE - 1.5" DEPTH	TON	725	\$103.95	\$75,363.75
14	3" BITUMINOUS DRIVEWAY	SQ FT	165	\$5.62	\$926.89
15	6" CONCRETE DRIVEWAY	SQ FT	2,200	\$11.81	\$25,987.50
16	CONSTRUCT DRAINAGE STRUC. DES 2'X3'	EACH	4	\$2,100.00	\$8,400.00
17	CONSTRUCT DRAINAGE STRUC. DES 4020-48	EACH	7	\$7,350.00	\$51,450.00
18	CONSTRUCT DRAINAGE STRUC. DES 4022-48	EACH	1	\$7,350.00	\$7,350.00
19	15" RC PIPE SEWER DES 3006 CL V	LIN FT	300	\$73.50	\$22,050.00
20	18" RC PIPE SEWER DES 3006 CL V	LIN FT	400	\$74.55	\$29,820.00
21	21" RC PIPE SEWER DES 3006 CL V	LIN FT	100	\$94.50	\$9,450.00
22	CASTING ASSEMBLY (STORM)	EACH	12	\$1,155.00	\$13,860.00
23	ADJUST CASTING (STORM)	EACH	13	\$714.00	\$9,282.00
24	CONNECT TO EXISTING STORM SEWER	EACH	4	\$2,100.00	\$8,400.00
25	LANDSCAPING	ALLOWANCE	1	\$10,000.00	\$10,000.00
26	IRRIGATION & DOG FENCE REPAIR	ALLOWANCE	1	\$7,500.00	\$7,500.00

SUBTOTAL: \$1,001,592.33
 CONTINGENCIES (10%): \$100,159.23
 ESTIMATED CONSTRUCTION COST: \$1,101,751.56
 ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%): \$330,525.47
TOTAL ESTIMATED PROJECT COST: \$1,432,277.02

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 4
8/12/2025**

STREET RECONSTRUCTION (EXTRA SECTION - NON-ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$94,000.00	\$94,000.00
2	TRAFFIC CONTROL	LUMP SUM	1	\$56,000.00	\$56,000.00
3	CLEAR & GRUB TREE	EACH	22	\$945.00	\$20,790.00
4	REMOVE BITUMINOUS PAVEMENT	SQ YD	4,620	\$6.83	\$31,531.50
5	REMOVE SIGN	EACH	39	\$409.50	\$15,970.50
6	COMMON EXCAVATION (EV)	CU YD	3,265	\$31.50	\$102,847.50
7	SUBGRADE EXCAVATION (EV)	CU YD	405	\$21.00	\$8,505.00
8	GEOTEXTILE FABRIC	SQ YD	3,990	\$1.79	\$7,122.15
9	AGGREGATE BASE CLASS 5 (CV) - 12" DEPTH	TON	2,515	\$50.72	\$127,548.23
10	AGGREGATE BASE CLASS 5 (CV) - 8" DEPTH	TON	345	\$50.72	\$17,496.68
11	AGGREGATE BASE CLASS 5 (CV) - 4" DEPTH	TON	840	\$50.72	\$42,600.60
12	STABILIZING AGGREGATE (CV)	CU YD	405	\$32.55	\$13,182.75
13	SELECT GRANULAR BORROW (CV) - 12" DEPTH	CU YD	4,030	\$35.00	\$141,050.00
14	BITUMINOUS NON-WEAR COURSE - 3.0" DEPTH	TON	585	\$89.25	\$52,211.25
15	BITUMINOUS WEAR COURSE - 1.5" DEPTH	TON	40	\$103.95	\$4,158.00
16	BITUMINOUS WEAR COURSE - 2.0" DEPTH	TON	735	\$101.85	\$74,859.75
17	BITUMINOUS WEAR COURSE - 3.5" DEPTH	TON	600	\$103.95	\$62,370.00
18	4" SOLID DOUBLE YELLOW LINE	LIN FT	3,250	\$1.95	\$6,347.25
19	4" SOLID LINE WHITE	LIN FT	5,325	\$1.31	\$6,989.06
20	PAVEMENT MARKINGS	EACH	3	\$288.75	\$866.25
21	SUMP PUMP SERVICE CONNECTION	EACH	5	\$330.75	\$1,653.75
22	CONSTRUCT WEIR STRUCTURE	EACH	1	\$12,600.00	\$12,600.00
23	CASTING ASSEMBLY (STORM)	EACH	1	\$1,155.00	\$1,155.00
24	4" PERFORATED EDGE DRAIN	LIN FT	3,815	\$17.96	\$68,498.33
25	4" HDPE DRAIN TILE CLEANOUT	EACH	16	\$315.00	\$5,040.00
26	ROCK CONSTRUCTION ENTRANCE	EACH	5	\$2,100.00	\$10,500.00
27	SOD TYPE LAWN	SQ YD	4,500	\$14.49	\$65,205.00
28	TOPSOIL BORROW (LV)	CU YD	500	\$66.15	\$33,075.00
29	FURNISH & INSTALL SIGN	EACH	38	\$577.50	\$21,945.00
30	BUSINESS SIGNAGE	ALLOWANCE	1	\$15,000.00	\$15,000.00
31	REPAIR EXTERIOR BUILDING FAÇADE	ALLOWANCE	1	\$20,000.00	\$20,000.00
32	STREET LIGHTING & BANNER POLES	LUMP SUM	1	\$550,000.00	\$550,000.00
33	CITY PARK LIGHTING	LUMP SUM	1	\$270,000.00	\$270,000.00
34	WAYFINDING SIGNAGE	LUMP SUM	1	\$25,000.00	\$25,000.00
35	CONSTRUCTION TRAILER MOBILIZATION & SETUP	LUMP SUM	1	\$4,000.00	\$4,000.00
36	TEMPORARY PARKING LOT ACCESS	LUMP SUM	1	\$10,000.00	\$10,000.00
37	LANDSCAPING	ALLOWANCE	1	\$10,000.00	\$10,000.00

	SUBTOTAL:	\$2,010,118.54
	CONTINGENCIES (10%):	\$201,011.85
	ESTIMATED CONSTRUCTION COST:	\$2,211,130.39
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):		\$663,339.12
	TOTAL ESTIMATED PROJECT COST:	\$2,874,469.51

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 4
8/12/2025**

PARKING LOT RECONSTRUCTION (NON-ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$11,000.00	\$11,000.00
2	TRAFFIC CONTROL	LUMP SUM	1	\$2,000.00	\$2,000.00
3	ROCK CONSTRUCTION ENTRANCE	EACH	1	\$2,100.00	\$2,100.00
4	REMOVE CONCRETE CURB & GUTTER	LIN FT	123	\$6.30	\$774.90
5	CLEAR & GRUB TREE	EACH	4	\$945.00	\$3,780.00
6	REMOVE BITUMINOUS PAVEMENT	SQ YD	1,313	\$6.83	\$8,961.23
7	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ FT	1,927	\$3.15	\$6,070.05
8	COMMON EXCAVATION (EV)	CU YD	867	\$31.50	\$27,310.50
9	SUBGRADE EXCAVATION (EV)	CU YD	73	\$21.00	\$1,533.00
10	GEOTEXTILE FABRIC	SQ YD	2,198	\$1.79	\$3,923.43
11	AGGREGATE BASE CLASS 5 (CV) - 9" DEPTH	TON	877	\$50.72	\$44,477.06
12	STABILIZING AGGREGATE (CV)	CU YD	73	\$32.55	\$2,376.15
13	BITUMINOUS NON-WEAR COURSE - 3.0" DEPTH	TON	391	\$89.25	\$34,896.75
14	BITUMINOUS WEAR COURSE - 1.5" DEPTH	TON	197	\$103.95	\$20,478.15
15	CONSTRUCT DRAINAGE STRUC. DES G	EACH	1	\$2,100.00	\$2,100.00
16	CONSTRUCT DRAINAGE STRUC. DES 2'X3'	EACH	1	\$3,937.50	\$3,937.50
17	15" RC PIPE SEWER DES 3006 CL V	LIN FT	150	\$73.50	\$11,025.00
18	CASTING ASSEMBLY (STORM)	EACH	3	\$1,155.00	\$3,465.00
19	CONNECT TO EXISTING ROOF DRAIN	EACH	2	\$1,000.00	\$2,000.00
20	STORM DRAIN INLET PROTECTION	EACH	8	\$178.50	\$1,428.00
21	BIOROLL	LIN FT	330	\$3.94	\$1,299.38
22	6" CONCRETE DRIVEWAY	SQ FT	163	\$11.81	\$1,925.44
23	4" SOLID LINE WHITE	LIN FT	3,589	\$1.31	\$4,710.56
24	PAVEMENT MARKINGS	EACH	3	\$288.75	\$866.25
25	SOD TYPE LAWN	SQ YD	128	\$14.49	\$1,854.72
26	TOPSOIL BORROW (LV)	CU YD	17	\$66.15	\$1,124.55
27	REPAIR EXTERIOR BUILDING FAÇADE	ALLOWANCE	1	\$5,000.00	\$5,000.00
28	LANDSCAPING	ALLOWANCE	1	\$5,000.00	\$5,000.00

SUBTOTAL:	\$215,417.61
CONTINGENCIES (10%):	\$21,541.76
ESTIMATED CONSTRUCTION COST:	\$236,959.37
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):	\$71,087.81
TOTAL ESTIMATED PROJECT COST:	\$308,047.18

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 4
8/12/2025**

SIDEWALK (NON-ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	REMOVE CONCRETE WALK	SQ FT	27,710	\$1.94	\$53,826.68
2	4" CONCRETE WALK (w/ AGG. CL 5 BASE)	SQ FT	30,215	\$7.88	\$237,943.13
3	BUSINESS ENTRANCE MODIFICATIONS	ALLOWANCE	1	\$7,500.00	\$7,500.00
4	PEDESTRIAN RAMP	EACH	25	\$3,675.00	\$91,875.00
5	CROSSWALK EXPOXY	SQ FT	2,900	\$3.15	\$9,135.00

SUBTOTAL:	\$400,279.80
CONTINGENCIES (10%):	\$40,027.98
ESTIMATED CONSTRUCTION COST:	\$440,307.78
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):	\$132,092.33
TOTAL ESTIMATED PROJECT COST:	\$572,400.11

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 4
8/12/2025**

SANITARY SEWER RECONSTRUCTION (ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$14,000.00	\$14,000.00
2	REMOVE SANITARY MANHOLE	EACH	5	\$840.00	\$4,200.00
3	REMOVE SANITARY PIPE	LIN FT	1,735	\$7.35	\$12,752.25
4	REMOVE SANITARY SERVICE PIPE	LIN FT	1,035	\$5.25	\$5,433.75
5	EXTERNAL CHIMNEY SEAL	EACH	5	\$315.00	\$1,575.00
6	8" PVC PIPE SEWER SDR 35	LIN FT	1,740	\$60.17	\$104,687.10
7	6" PVC PIPE SEWER SERVICE SDR 26	LIN FT	1,135	\$46.20	\$52,437.00
8	8" X 6" SERVICE WYE	EACH	22	\$735.00	\$16,170.00
9	CONSTRUCT SANITARY MANHOLE (48")	LIN FT	70	\$540.75	\$37,852.50
10	CASTING ASSEMBLY (SANITARY)	EACH	5	\$1,470.00	\$7,350.00
11	CONNECT TO EXISTING SANITARY SEWER PIPE	EACH	5	\$1,680.00	\$8,400.00
12	CONNECT TO EXISTING SANITARY SERVICE	EACH	20	\$682.50	\$13,650.00

	<i>SUBTOTAL:</i>	<i>\$278,507.60</i>
	<i>CONTINGENCIES (10%)</i>	<i>\$27,850.76</i>
	<i>ESTIMATED CONSTRUCTION COST:</i>	<i>\$306,358.36</i>
<i>ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):</i>		<i>\$91,907.51</i>
	<i>TOTAL ESTIMATED PROJECT COST:</i>	<i>\$398,265.87</i>

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 4
8/12/2025**

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	2	\$8,400.00	\$16,800.00
3	VIBRATION MONITORING	LUMP SUM	1	\$18,385.00	\$18,385.00

	<i>SUBTOTAL:</i>	<i>\$37,185.00</i>
	<i>CONTINGENCIES (10%):</i>	<i>\$3,718.50</i>
	<i>ESTIMATED CONSTRUCTION COST:</i>	<i>\$40,903.50</i>
<i>ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):</i>	<i>\$12,271.05</i>	<i>\$12,271.05</i>
<i>TOTAL ESTIMATED PROJECT COST:</i>		<i>\$53,174.55</i>

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 4
8/12/2025**

WATERMAIN RECONSTRUCTION (ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$24,000.00	\$24,000.00
2	REMOVE WATERMAIN	LIN FT	2,395	\$6.83	\$16,345.88
3	REMOVE WATERMAIN SERVICE	LIN FT	930	\$2.63	\$2,441.25
4	REMOVE GATE VALVE & BOX	EACH	11	\$357.00	\$3,927.00
5	REMOVE HYDRANT	EACH	3	\$288.75	\$866.25
6	6" DIP WATERMAIN	LIN FT	115	\$73.50	\$8,452.50
7	8" PVC WATERMAIN	LIN FT	410	\$78.75	\$32,287.50
8	10" PVC WATERMAIN	LIN FT	1,200	\$88.20	\$105,840.00
9	3 LB ANODE	EACH	9	\$210.00	\$1,890.00
10	9 LB ANODE	EACH	4	\$304.50	\$1,218.00
11	WATERMAIN FITTINGS	POUND	2,310	\$17.85	\$41,233.50
12	6" GATE VALVE & BOX	EACH	7	\$2,730.00	\$19,110.00
13	8" GATE VALVE & BOX	EACH	5	\$3,780.00	\$18,900.00
14	10" GATE VALVE & BOX	EACH	4	\$5,355.00	\$21,420.00
15	1" CORPORATION STOP	EACH	21	\$1,260.00	\$26,460.00
16	1" CURB STOP & BOX	EACH	21	\$651.00	\$13,671.00
17	1" SERVICE PIPE (OPEN CUT)	LIN FT	800	\$32.55	\$26,040.00
18	1" SERVICE PIPE (PULLED)	LIN FT	200	\$139.65	\$27,930.00
19	HYDRANT	EACH	3	\$8,400.00	\$25,200.00
20	WATER SERVICE CASTING ASSEMBLY	EACH	21	\$399.00	\$8,379.00
21	TRACER WIRE ACCESS BOX	EACH	21	\$336.00	\$7,056.00
22	TEMPORARY WATER SYSTEM	LUMP SUM	1	\$31,500.00	\$31,500.00
23	CONNECT TO EXISTING WATER SERVICE	EACH	19	\$546.00	\$10,374.00
24	CONNECT TO EXISTING WATERMAIN	EACH	5	\$3,360.00	\$16,800.00

SUBTOTAL:	\$491,341.88
CONTINGENCIES (10%):	\$49,134.19
ESTIMATED CONSTRUCTION COST:	\$540,476.06
ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%):	\$162,142.82
TOTAL ESTIMATED PROJECT COST:	\$702,618.88

**ESTIMATED PROJECT COST
FOR
Downtown Reconstruction Phase 4
8/12/2025**

WATERMAIN RECONSTRUCTION (NON-ASSESSABLE)

ITEM NO.	BID ITEM	UNIT	EST QTY	UNIT PRICE	TOTAL
1	MOBILIZATION	LUMP SUM	1	\$14,000.00	\$14,000.00
2	REMOVE WATERMAIN	LIN FT	840	\$6.83	\$5,733.00
3	REMOVE GATE VALVE & BOX	EACH	4	\$358.00	\$1,432.00
4	6" DIP WATERMAIN	LIN FT	60	\$73.50	\$4,410.00
5	8" PVC WATERMAIN	LIN FT	550	\$78.75	\$43,312.50
6	3 LB ANODE	EACH	6	\$210.00	\$1,260.00
7	9 LB ANODE	EACH	1	\$304.50	\$304.50
8	WATERMAIN FITTINGS	POUND	205	\$17.85	\$3,659.25
9	6" GATE VALVE & BOX	EACH	2	\$2,730.00	\$5,460.00
10	8" GATE VALVE & BOX	EACH	4	\$3,780.00	\$15,120.00
11	HYDRANT	EACH	1	\$8,400.00	\$8,400.00
12	CONNECT TO EXISTING WATERMAIN	EACH	3	\$3,360.00	\$10,080.00
13	BORE FOUNDATION WALL/REMOVE & REPLACE FLOOR	EACH	19	\$546.00	\$10,374.00
14	RESET WATER METER & ADJUST PIPING	EACH	19	\$546.00	\$10,374.00
15	MOVE ELECTRICAL GROUND FROM WATER SERVICE	EACH	19	\$441.00	\$8,379.00
16	HAND EXCAVATION TO CONNECT WATER SERVICE (IN CRAWL SPACE)	EACH	19	\$567.00	\$10,773.00
17	CATHODIC PROTECTION TEST STATION	EACH	19	\$2,100.00	\$39,900.00
18	VIBRATION MONITORING	LUMP SUM	1	\$18,375.00	\$18,375.00
19	1" IRRIGATION MAIN HDD	LIN FT	3,405	\$12.00	\$40,860.00
20	CONNECT TO EXISTING IRRIGATION PIPE	EACH	3	\$1,500.00	\$4,500.00
21	IRRIGATION BLOWOFF STRUCTURE CASTING	EACH	7	\$1,250.00	\$8,750.00
22	IRRIG. CONNECTOR IN PRECAST CONC. HANDHOLE	EACH	32	\$1,800.00	\$57,600.00
23	BLOWOFF IN PRECAST CONCRETE HANDHOLE (60")	EACH	7	\$7,500.00	\$52,500.00

SUBTOTAL: \$375,556.25
 CONTINGENCIES (10%): \$37,555.63
 ESTIMATED CONSTRUCTION COST: \$413,111.88
 ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION (30%): \$123,933.56
TOTAL ESTIMATED PROJECT COST: \$537,045.44

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

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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

**TABLE 4.1 - PRELIMINARY ASSESSMENT ROLL
DOWNTOWN RECONSTRUCTION, PHASE 4 PROJECT
8/12/2025**

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	750502700	44W FIRST ST LLC	44 1ST ST W	40 E LAKE ST	WACONIA MN 55387	27.50	\$7,918.72	0.0	\$0.00	0.0	\$0.00	\$7,918.72	\$1,050.56
2	750502690	WILLE FAMILY TRUST	96 1ST ST W	8411 KEATS AVE SW	HOWARD LAKE, MN 55349	30.00	\$8,638.60	1.0	\$10,182.90	1.0	\$5,772.03	\$24,593.53	\$3,262.77
3	750502680	INDEPENDENT PROPERTIES LLC	32 1ST ST W	2037 WOODSTONE DR	VICTORIA MN 55386	25.00	\$7,198.83	1.0	\$10,182.90	1.0	\$5,772.03	\$23,153.76	\$3,071.76
4	750502670	WACONIA LODGE NUMBER 326 AF AND AM INC	24 1ST ST W	24 W 1ST ST	WACONIA MN 55387	36.50	\$10,510.30	1.0	\$10,182.90	1.0	\$5,772.03	\$26,465.23	\$3,511.08
5 - 6	750502660/750502650	MADSEN HOLDINGS LLC	16 1ST ST W	2906 BUTTERNUT DR	CHASKA, MN 55318	73.50	\$21,164.57	4.0	\$40,731.59	4.0	\$23,088.12	\$84,984.28	\$11,274.68
7	750502620	LAKETOWN CREAMERY LLC	8 1ST ST W	9451 GANDER LN	MINNETRISTA, MN 55375	16.50	\$4,751.23	1.0	\$10,182.90	1.0	\$5,772.03	\$20,706.16	\$2,747.04
8	750502610	EMBARQ CORP	NA	931 14TH ST	DENVER, CO 80202	15.50	\$4,463.28	1.0	\$10,182.90	1.0	\$5,772.03	\$20,418.20	\$2,708.84
9	750502640	EMBARQ CORP	40 ELM ST S	931 14TH ST	DENVER, CO 80202	39.00	\$11,230.18	1.0	\$10,182.90	1.0	\$5,772.03	\$27,185.11	\$3,606.59
10	750502550	CHURCH OF ST JOSEPH	32 1ST ST E	41 1ST ST E	WACONIA MN 55387	165.00	\$47,512.30	1.0	\$10,182.90	1.0	\$5,772.03	\$63,467.23	\$8,420.06
11	750502540	WACONIA CITY	101 MAIN ST E	201 VINE ST S	WACONIA MN 55387	165.00	\$47,512.30	1.0	\$10,182.90	1.0	\$5,772.03	\$63,467.23	\$8,420.06
12	750501520	JANE M EVESLAGE TRUST	41 1ST ST W	281 LAKEVIEW TERR BLVD	WACONIA MN 55387	0.00	\$0.00	0.0	\$0.00	0.0	\$0.00	\$0.00	\$0.00
13	750501550	LIFT MANAGEMENT SERVICES	37 1ST ST W	820- PINE ST S	WACONIA MN 55387	29.00	\$8,350.65	1.5	\$15,274.35	1.5	\$8,658.04	\$32,283.04	\$4,282.92
14	750501570	YETZER PROPERTIES I LLC	33 1ST ST W	PO BOX 51	WACONIA MN 55387	53.50	\$15,405.50	1.0	\$10,182.90	1.0	\$5,772.03	\$31,360.43	\$4,160.52
15	750501580	DENNIS D GEZEL	25 1ST ST W	1817 TIMBER TRL	CHIPPEWA FALLS, WI 54729	27.50	\$7,918.72	1.0	\$10,182.90	1.0	\$5,772.03	\$23,873.64	\$3,167.26
16	750501590	17 WEST RENTAL LLC	17 1ST ST W	PO BOX 721	LONG LAKE, MN 55356	77.50	\$22,316.39	1.0	\$10,182.90	1.0	\$5,772.03	\$38,271.31	\$5,077.37
17	750501611	BURR OAKS LLC	9 1ST ST W	PO BOX 12	WACONIA MN 55387	60.00	\$17,277.20	2.0	\$20,365.80	2.0	\$11,544.06	\$49,187.06	\$6,525.54
18	750501630	WACONIA CITY	NA	201 VINE ST S	WACONIA MN 55387	78.50	\$22,604.34	0.0	\$0.00	0.0	\$0.00	\$22,604.34	\$2,998.87
19	750501620	BURR OAKS LLC	NA	PO BOX 12	WACONIA MN 55387	55.00	\$15,837.43	0.0	\$0.00	0.0	\$0.00	\$15,837.43	\$2,101.12
20	753320010	OLIVE AND SECOND HOLDING, LLC	135 OLIVE ST	332 W 4TH ST	WACONIA MN 55387	78.50	\$22,604.34	0.0	\$0.00	0.0	\$0.00	\$22,604.34	\$2,998.87
21 - 22	750501680/750501690	WROLSON HOLDINGS LLC	109 ELM ST S	109 ELM ST S	WACONIA MN 55387	137.50	\$39,593.59	1.0	\$10,182.90	1.0	\$5,772.03	\$55,548.51	\$7,369.50
23	750501700	CHURCH OF ST JOSEPH	41 1ST ST E	41 1ST ST E	WACONIA MN 55387	253.00	\$72,852.20	0.0	\$0.00	0.0	\$0.00	\$72,852.20	\$9,665.14
24 - 27A	750501670/750501660 / 750501650/750501770	CHURCH OF ST JOSEPH	141 ELM ST S / 8 2ND ST E / 16 2ND ST E	41 1ST ST E	WACONIA MN 55387	264.00	\$76,019.69	1.0	\$10,182.90	1.0	\$5,772.03	\$91,974.61	\$12,202.07
27B	750501770	CHURCH OF ST JOSEPH	NA	41 1ST ST E	WACONIA MN 55387	143.00	\$41,177.33	0.0	\$0.00	0.0	\$0.00	\$41,177.33	\$5,462.90
28	750501780	CHURCH OF ST JOSEPH	117 1ST ST E	41 1ST ST E	WACONIA MN 55387	47.50	\$13,677.78	0.0	\$0.00	0.0	\$0.00	\$13,677.78	\$1,814.60
29	750501790	SARA CARLSON EARLEY	125 1ST ST E	125 1ST ST E	WACONIA MN 55387	47.50	\$13,677.78	1.0	\$10,182.90	1.0	\$5,772.03	\$29,632.71	\$3,931.31
30	750501800	TODD JOHNSON PROPERTIES LLC	141 1ST ST E	141 1ST ST E	WACONIA MN 55387	62.50	\$17,997.08	1.0	\$10,182.90	1.0	\$5,772.03	\$33,952.01	\$4,504.34
31	750500510	JOSEPH PAUL BRAUNSHAUSEN	209 ELM ST S	209 ELM ST S	WACONIA MN 55387	55.00	\$15,837.43	0.0	\$0.00	0.0	\$0.00	\$15,837.43	\$2,101.12
32	750500520	GREGG ALAN MALSBARY	17 2ND ST E	17 2ND ST E	WACONIA MN 55387	55.00	\$15,837.43	1.0	\$10,182.90	1.0	\$5,772.03	\$31,792.36	\$4,217.82
33	750500530	SPRING MARIE PEDEN	25 2ND ST E	25 2ND ST E	WACONIA MN 55387	55.00	\$15,837.43	1.0	\$10,182.90	1.0	\$5,772.03	\$31,792.36	\$4,217.82
34	750500550	JARED G BUESGENS	33 2ND ST E	33 2ND ST E	WACONIA MN 55387	55.00	\$15,837.43	0.0	\$0.00	0.0	\$0.00	\$15,837.43	\$2,101.12
						2,228.00							
						Totals:	\$641,560.08	24.5	\$249,481.01	24.5	\$141,414.71	\$1,032,455.81	\$136,973.61

*Cost per FF = \$287.95 (Original Calculation)

**Based on a 5.50% Interest Rate and a 10 Year Term.

TOTAL FRONT FOOTAGE: 3,355.50
CORNER LOT CREDIT: 868.50
ASSESSMENT BASIS FRONT FOOTAGE: 2,487.00
NON-ASSESSABLE FRONT FOOTAGE: 259.00
ASSESSMENT FRONT FOOTAGE: 2,228.00



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025
Item Name:	8.1. City Council Minutes September 2, 2025
Originating Dept:	Administration
Presented By:	Sue Schwalbe
Previous Council Action:	None
Item Type:	
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Approve the September 2, 2025, City Council Minutes	
EXPLANATION OF AGENDA ITEM: Approve the September 2, 2025, City Council Minutes	
ATTACHMENTS: 1. Council Minutes September 2, 2025	
FINANCIAL IMPLICATIONS:	ADVISORY BOARD RECOMMENDATIONS:
Funding Sources & Uses:	Planning Commission:
Budget Information:	Park Board:
_____ Budgeted	Personnel Committee:
_____ Non-Budgeted	Other:
_____ Amendment Required	

**CITY OF WACONIA
SEPTEMBER 2, 2025**

1. CALL MEETING TO ORDER AND ROLL CALL

Mayor Litfin called the City of Waconia September 2, 2025, Council Meeting to order at 6:00 p.m.

Mayor Litfin stated Jacob Coleman would not be in attendance.

2. PLEDGE OF ALLEGIANCE

Mayor Litfin led all in the Pledge of Allegance.

3. PROCLAMATIONS

None

4. ADOPT AGENDA

Motion to Adopt the Agenda as published made by Council Member Gleason, seconded by Council Member Grengs
MOTION CARRIED

5. PUBLIC HEARING

None

6. OPEN FORUM

None

7. COMMUNITY INTEREST PRESENTATIONS

None

8. ADOPT CONSENT AGENDA

- 1) City Council Minutes August 18, 2025**
- 2) Approve September 2, 2025 Expenditures**
- 3) Downtown Reconstruction Phase 3 Pay Request No. 4 to GMH Asphalt Corporation**
- 4) Water Treatment Plant No. 3 PLC Upgrade Quote**

- 5) **Approve Material Testing Proposal with AET in Support of the Wildcat Way Reconstruction project.**
- 6) **Accepting Cash Donation for War Memorial Maintenance and Preservation**
- 7) **Joint Powers Agreement with ISD#110 - Use of Election Equipment for November 4, 2025 Special Election**
- 8) **Special Event Permit - Farmers Market Extension**

Motion to Adopt the Consent Agenda as published made by Council Member Siddons, seconded by Council Member Gleason.

MOTION CARRIED.

9. COUNCIL BUSINESS

1) Variance - 100 Scott Lane

Abdihafid Sahal, Assistant City Planner, presented a variance request for 100 Scott Lane. The property owner is requesting approval to reconstruct an existing deck, add a roof over a portion of the deck, and construct a screened porch beneath it. The existing deck is located approximately 21.2 feet from the rear lot line, where the R-2 Single Family Residential District requires a 30-foot minimum setback. This non-conformity is not the fault of the applicant. Staff discovered that the original deck and patio were constructed in 1970 without a building permit. The proposed improvements would place the partially covered deck and enclosed porch 19.2 feet from the rear lot line. The property currently has a hardcover of 33.7%, and the proposed project would increase it only slightly, to 33.8%.

During a site visit, Staff determined that the original stormwater plan was insufficient and requested updated mitigation measures. The applicant has proposed a rain garden, which would address 3.8% of the hardcover, leaving 30% unmitigated. The City Engineer is currently reviewing the proposal.

Mayor Litfin noted that the property's rear yard abuts a pond and does not impact neighboring properties. Council Member Grengs stated that the lot is abnormally shaped and expressed support for granting the variance.

Motion to Adopt Resolution No. 2025-212 Approving a Variance for the Property located at 100 Scott Lane made by Council Member Grengs, seconded by Council Member Gleason

MOTION CARRIED.

2) Award Bayview Parking Lot Reconstruction Project

Jon Haukaas, Public Services Director, provided an update on the turf parking lot located on the north side of the Bayview Elementary School property. The lot was originally constructed in 2021 as part of other City infrastructure improvements but did not meet local or State stormwater runoff management requirements. Because the

lot was intended to provide additional treatment of runoff prior to discharge into Lake Burandt, the City applied for and received a \$25,000 watershed grant. To date, 50% of the grant has been received, with the remaining funds available upon project completion.

While the project was on hold, Staff worked with the Watershed Management Organization to develop an updated design. The revised plan calls for converting most of the lot to traditional asphalt pavement, with the downstream portion constructed of permeable pavers. This design incorporates existing subsurface drainage improvements and will continue to discharge into Lake Burandt, meeting both the City's stormwater quality goals and the intent of the watershed grant.

To expedite the project, Staff solicited bids from contractors with relevant experience. Two bids were received, with the low bid submitted by Minger Construction. Project completion is anticipated in fall 2025.

Motion to Adopt Resolution No. 2025-213 Accepting Quote from Minger Construction for the Bayview Lot Reconstruction made by Council Member Grengs, seconded by Council Member Siddons

MOTION CARRIED

3) Ordering a Warrant Analysis for All-Way Stop at 2nd Street and Elm Street

Jon Haukaas, reported that Staff received a request to evaluate the intersection of Elm Street and 2nd Street for a potential conversion to an all-way stop. The evaluation would consider traffic volumes on each approach, sight lines, and crash history in accordance with the Minnesota Manual of Uniform Traffic Control Devices. Staff noted that the study should be conducted under normal traffic conditions. At present, construction on two of the street legs is affecting the intersection and will continue for several more months. Observations show that traffic is currently avoiding the area, resulting in artificially lower volumes.

Staff recommended delaying the analysis until December or later, after City street projects are complete, and the apartment development shifts from exterior to interior work. This timing is expected to provide a more accurate representation of traffic patterns. The cost of each intersection analysis typically ranges from \$1,400 to \$1,600.

Mayor Litfin expressed concern that the intersection is already busy and suggested foregoing the study in favor of directly installing an all-way stop, which has also been requested by the school. Council members agreed to wait until traffic flows normalize before making a decision.

Motion to adopt Resolution No. 2025-214 Ordering a Warrant Analysis for an All-Way Stop Condition at the Intersection of Elm Street and 2nd Street to be performed starting after December 2025 was made by Council Member Gleason, seconded by Council Member Grengs.

Aye: Siddons

Aye: Grengs
Age: Gleason
Nay: Litfin
MOTION CARRIED.

10. ITEMS REMOVED FROM CONSENT AGENDA

None

11. REPORTS/EMERGING ISSUES

1) Staff Reports

Nicole Meyer, Finance Director, updated the Council on the City's new utility billing software, noting that the first billing cycle has been completed. Staff have been working on the software for the past year and a half. Meyer explained that the City initially used a postcard format for utility bills, then moved to an 8x10 sheet, and has now implemented the current format, which provides clear and easy-to-read information about residents' water bills. Utility bills will continue to be mailed with the City newsletter, though a new mailing system.

Shane Fineran, City Administrator, reminded the Council that the Consent Agenda included a Resolution accepting a donation from the Waconia Legion Post #150 to support annual maintenance at the War Memorial in City Square Park.

Jon Haukaas, provided an update on the Waconia Parkway North Roundabout project. Due to weather delays, the roundabout will not open as originally scheduled. Staff are finalizing electronic connections, with electrical components expected to be installed this week. Painting is anticipated the following week, after which the paint will need time to cure. As a result, the roundabout will not be open for Nickle Dickle Day.

Jackie Schulze, Assistant City Administrator, presented an update on the Waconia Music in the Streets Summer Concert Series. The series has concluded, with positive feedback received from both residents and businesses. Staff are exploring the possibility of expanding the series next year.

2) Councilmember Siddons

Nothing to report.

3) Councilmember Coleman

Absent

4) Councilmember Gleason

Nothing to report.

5) Councilmember Grengs

Nothing to report.

6) Mayor Litfin

Mayor Litfin met with and/or attended:

Met with Carver County Commissioner Tim Lynch discussing Lake Waconia Regional Park amenities. As a follow-up, will meet with Marty Walsh, Carver County Parks and Recreation Director, on September 3rd.

August 25th attended the Monthly Ridgeview Board Meeting.

August 25th, attended the Fire Department meeting.

August 27th had the honor of Bingo caller at the Waconia Senior Center.

Attended the monthly Chamber Luncheon at Laketown Elementary and discussed the upcoming referendum.

August 28th, visited the roundabout construction site and received update.

The next "Mayor is In" session is scheduled for Wednesday September at 7:30 am at City Hall.

12. ANNOUNCEMENTS

Shane Fineran reminded the Council of Nickle Dickle Day with a street dance on September 12th and all day festivities on September 13th at City Square Park with a car show, food, crafts and much more.

13. ADJOURN REGULAR MEETING

Motion to adjourn the September 2, 2025, Waconia City Council meeting at 6:45 p.m. made by Council Member Grengs, seconded by Council Member Gleason. **MOTION CARRIED.**

WORK SESSION: 2026 LEVY & BUDGET WORK SESSION #2

Tim Litfin, Mayor

ATTEST: _____
Sue Schwalbe, Administrative Specialist



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025
Item Name:	8.2. Approve September 15, 2025 Expenditures
Originating Dept:	Finance
Presented By:	Nicole Meyer
Previous Council Action: None	
Item Type:	Consent
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Approve September 15, 2025 Expenditures	
EXPLANATION OF AGENDA ITEM: Attached are the claim and disbursements registers for the City of Waconia as of September 15, 2025. Payments are made to vendors via check, electronic payment, and through the City's purchasing card program.	
ATTACHMENTS: None	
FINANCIAL IMPLICATIONS:	ADVISORY BOARD RECOMMENDATIONS:
Funding Sources & Uses:	Planning Commission:
Budget Information:	Park Board:
_____ Budgeted	Personnel Committee:
_____ Non-Budgeted	Other:
_____ Amendment Required	



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025		
Item Name:	8.3. Safari Island Community Center Expenditures from Sports Facilities Companies Incurred August 2025		
Originating Dept:	Finance		
Presented By:	Amanda Ortloff		
Previous Council Action:	None		
Item Type:	Consent		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Motion to Approve Safari Island Community Center Expenditures from Sports Facilities Companies Incurred August 2025			
EXPLANATION OF AGENDA ITEM: Sports Facilities Companies has provided the attached report for expenditures paid in August 2025. Per the City's contract with Sports Facilities Companies, these expenditures are paid by Sports Facilities Companies for the City's operation of the Safari Island Community Center.			
ATTACHMENTS: None			
FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses:		Planning Commission:	
Budget Information:		Park Board:	
☒	Budgeted	Personnel Committee:	
☐	Non-Budgeted	Other:	
☐	Amendment Required		



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		September 15, 2025	
Item Name:		8.4. Ice Arena Expenditures from Sports Facilities Companies Incurred August 2025	
Originating Dept:		Finance	
Presented By:		Amanda Ortloff	
Previous Council Action: None			
Item Type:	Consent		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Motion to Approve Ice Arena Expenditures from Sports Facilities Companies Incurred August 2025 EXPLANATION OF AGENDA ITEM: Sports Facilities Companies has provided the attached report for expenditures paid in August 2025. Per the City's contract with Sports Facilities Companies, these expenditures are paid by Sports Facilities Companies for the City's operation of the Waconia Ice Arena. ATTACHMENTS: None			
FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses:		Planning Commission:	
Budget Information:		Park Board:	
☒ Budgeted ☐ Non-Budgeted ☐ Amendment Required		Personnel Committee:	
		Other:	



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025		
Item Name:	8.5. CSAH 10 & Waconia Parkway North Improvements to Minger Construction Pay Reqeust #3		
Originating Dept:	Finance		
Presented By:	Amanda Ortloff		
Previous Council Action:	Resolution No. 2024-246 Approving Plans for the CSAH 10 & Waconia Parkway North Roundabout Improvement Project and Ordering Advertisement for Bids Resolution No. 2025-137 Award of Construction Contract for the CSAH 10 & Waconia Parkway North Roundabout Project		
Item Type:	Consent		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Motion to approve CSAH 10 & Waconia Parkway North Improvements Pay Request No. 3 to Minger Construction EXPLANATION OF AGENDA ITEM: Staff have reviewed the contractor pay request for the CSAH 10 & Waconia Parkway North Improvements and recommends payment of \$840,140.46 based on the engineering request for payment. This payment represents approximately 61% of the total approved contract for the project. ATTACHMENTS: 1. Boltom & Menk Memo			
FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses: PIR, Storm Water Budget Information: ☒ Budgeted _____ Non-Budgeted _____ Amendment Required		Planning Commission:	
		Park Board:	
		Personnel Committee:	
		Other:	



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

September 10, 2025

City of Waconia
Attn: Nicole Meyer
201 South Vine St.
Waconia, MN 55387

**RE: CSAH 10 & Waconia Parkway North Improvements
Pay Request No. 3**

Dear Mrs. Meyer:

Enclosed please find Pay Request No. 3 for work completed through 8/30/2025 on the above referenced project. The work completed includes payment for grading, sand, aggregate, concrete truck apron, curb and gutter, sidewalk, paving, daintile, erosion control, and other miscellaneous items.

We have reviewed the estimate, verified the quantities, and recommend the City make payment in the amount of **\$840,140.46** to Minger Construction Companies, Inc. Below is a total for the project as well as the estimated percent of work completed for each funding type.

Funding Group	Total Payment	Street	Storm
Waconia Pkwy North (City)	\$215,537.42	89%	11%
CSAH 10 (County)	\$602,784.86	91%	9%
CSAH 10 M&O (County)	\$21,818.18	100%	0%
TOTAL	\$840,140.46		

Please contact me if you have any questions regarding this pay request.

Respectfully Submitted,
Bolton & Menk, Inc.

Jake Saulsbury, P.E.

cc: Jon Haukaas, City of Waconia
Ryan Johnson, Bolton & Menk

Enclosure

CONTRACTOR'S PAY REQUEST
CSAH 10 & WACONIA PKWY IMPROVEMENTS



**BOLTON
& MENK**

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DISTRIBUTION:

CONTRACTOR (1)

OWNER (1)

ENGINEER (1)

CITY OF WACONIA -

BMI PROJECT NO. C14.120613

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	\$2,670,410.18
TOTAL, COMPLETED WORK TO DATE	\$1,720,408.04
TOTAL, STORED MATERIALS TO DATE	\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED	\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS	\$1,720,408.04
RETAINED PERCENTAGE (5.0%)	\$86,020.40
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$1,634,387.64
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$794,247.18
PAY CONTRACTOR AS ESTIMATE NO. 3	\$840,140.46

CERTIFICATE FOR PARTIAL PAYMENT

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor:

Minger Construction Companies Inc
620 Corporate Drive
Jordan, MN 55352

By Garrett Jedlicki Digitally signed by Garrett Jedlicki
DN: C=US, E=garrett@mingerconst.com,
O="Minger Construction Co., Inc.", OU=Signer,
CN=Garrett Jedlicki
Reason: I am approving this document
Date: 2025.09.10 08:43:37-05'00' Manager
Name Title
Date 9/10/2025

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: BOLTON & MENK, INC., 2638 SHADOW LANE, STE 200, CHASKA, MN 55318

By Ryan R Johnson, CONSULTING ENGINEER
Date 9/9/2025

APPROVED FOR PAYMENT:

OWNER:

By _____
Name Title Date
And _____
Name Title Date



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025		
Item Name:	8.6. Water Treatment Facility Piping Modifications to Municipal Builders Pay Request #9		
Originating Dept:	Finance		
Presented By:	Amanda Ortloff		
Previous Council Action:	Resolution No. 2024-209 Authorizing Award of Contracts for the Construction of Well #9 and Associated Water Treatment Plant 3 Piping Modifications		
Item Type:	Consent		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Motion to approve Pay Request #9 to Municipal Builders, Inc. for the Water Treatment Facility Piping Modifications EXPLANATION OF AGENDA ITEM: Staff has reviewed the contractor pay request for the Water Treatment Facility Piping Modifications and recommends payment of \$176,158.50 based on the engineering request for payment. This payment represents approximately 90% of the total approved contract for the project. ATTACHMENTS: 1. Bolton & Menk Memo			
FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses: Water		Planning Commission:	
Budget Information:		Park Board:	
☒ Budgeted ☐ Non-Budgeted ☐ Amendment Required		Personnel Committee:	
		Other:	



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& MENK**

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Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

September 3, 2025

City of Waconia
Attn: Nicole Meyer
201 South Vine St.
Waconia, MN 55387

**RE: Water Treatment Facility Piping Modifications
Pay Request No. 9**

Dear Mrs. Meyer:

Enclosed please find Pay Request No. 9 for the Water Treatment Facility Piping Modifications project. The request includes payment for the exterior watermain and electrical conduit.

We have reviewed the estimate and recommend the City make payment in the amount of **\$176,158.50** to Municipal Builders, Inc. 100% of this requested payment is for work associated with the water system.

Please contact me if you have any questions regarding this pay request.

Respectfully Submitted,
Bolton & Menk, Inc.

Jake Saulsbury, P.E.

cc: Jon Haukaas, Public Services Director
Seth Peterson, Bolton & Menk

Enclosure



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025
Item Name:	8.7. Weight Room Flooring Replacement Project - Safari Island Community Center
Originating Dept:	Finance
Presented By:	Nicole Meyer
Previous Council Action: None	
Item Type:	Consent
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Adopt Resolution No. 2025-215 Approving Capital Project at Safari Island Community Center for Replacement of Weight Room Flooring with Sage Flooring	
EXPLANATION OF AGENDA ITEM: A project listed in the City's current 2026 capital budget is replacement of the weight room flooring in the Safari Island Community Center. Staff request this project be completed this year because the weight room is currently empty due to the HVAC project being completed in conjunction with ISD #110. Along with this, most of the current flooring was removed to accommodate the movement of equipment through the room. Completing the project now would result in less disruption in services for our members and patrons in 2026 and added costs to remove flooring and equipment again in the space. Two quotes were obtained which include delivery and installation. The two quotes are attached to this resolution and are summarized below: • Johnson Fitness - \$14,462.23 • Sage Flooring - \$14,923.63 Staff is requesting to use the higher quote from Sage Flooring to support our local business vendor. Sage Flooring has also completed other flooring projects at the facility, including the rubber flooring in the Fitness on Demand room. The City has budgeted to use cash in the PIR Capital Project Fund (Fund 103) to complete the project. The total budgeted for this project is \$42,000. There is cash available in the fund to complete this project at this time. With approval of the project, staff will work with the vendor to schedule delivery and installation. ATTACHMENTS: 1. Resolution No. 2025-215 Safari Island Weight Room Flooring 2. Johnson Fitness Proposal 3. Sage Flooring Proposal	
FINANCIAL IMPLICATIONS:	ADVISORY BOARD RECOMMENDATIONS:

Funding Sources & Uses: PIR Captial Project Fund (103) Budget Information: ☒ Budgeted _____ Non-Budgeted _____ Amendment Required	Planning Commission:
	Park Board:
	Personnel Committee:
	Other:

**CITY OF WACONIA
RESOLUTION NO. 2025-215**

**RESOLUTION APPROVING CAPITAL PROJECT AT SAFARI ISLAND
COMMUNITY CENTER FOR WEIGHT ROOM FLOORING REPLACEMENT WITH
SAGE FLOORING**

WHEREAS, the 2026 capital improvement plan includes a project for replacement of the weight room flooring at Safari Island Community Center; and

WHEREAS, the weight room is empty due to the HVAC project being completed in conjunction with ISD #110; and

WHEREAS, completing the project now will result in less disruption to members and patrons in 2026 and less cost to remove the weight equipment and flooring a second time; and

WHEREAS, City staff obtained two quotes/estimates as listed below:

- Johnson Fitness - \$14,462.23
- Sage Flooring - \$14,923.63

WHEREAS, staff is requesting using Sage Flooring as the local vendor and vendor that completed the flooring in the fitness on demand room at the facility; and

WHEREAS, the City budgeted \$42,000 to fund the project and plans to utilize PIR Capital Project fund cash (Fund 103); and

WHEREAS, City staff requests approval of the project to ensure the flooring 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 of the weight room flooring with Sage Flooring.

Adopted by the City Council of the City of Waconia this 15th day of September 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 22-072997
Date 07/08/25

Ship To Information

Safari Island Waconia Community Center
Dan Montague
1600 COMMUNITY DR.
Waconia, MN 55387

Home: (952) 442-3101 Work: (952) 442-3101
Fax: (952) 442-0692 Cell: (952) 769-7950
Email: drew.wurst@johnsonfit.com

Bill To Information

Safari Island Waconia Community Center
Dan Montague
1600 COMMUNITY DR.
Waconia, MN 55387

Home: (952) 442-3101 Work: (952) 442-3101
Fax: (952) 442-0692 Cell: (952) 769-7950
Email: drew.wurst@johnsonfit.com

Expiration Date: 8/7/2025

Terms: Net 30 Days

Qty	SKU	Description	Delivery Method	Tax	List Price	Your Price	Ext. Price
		Commercial Grade Rubbing Flooring - Rolls		☐			
		Black w/10% Gray Flecking - Rubber Flooring		☐			
18	843609	Ecore 8mm Basic Fit Roll EL02 - 4'x36'	Deliver	☐	\$488.00	\$309.60	\$5,572.80
7	AC1008	Ecore Adhesive 4-Gallon Egrip	Deliver	☐	\$380.00	\$273.56	\$1,914.92
				☐			
1		Factory Freight		☐	\$649.51	\$649.51	\$649.51
		Materials Ship to Facility Directly with LiftGate		☐			
				☐			
				☐			
		Professional Flooring Installers		☐			
1		Install Labor	Deliver	☐	\$5,800.00	\$5,800.00	\$5,800.00
		Install w/Glue Down		☐			
1	VINYLBASE	210 Linear Feet of Vinyl Base (with install labor)	Deliver	☐	\$525.00	\$525.00	\$525.00
				☐			
				☐			
		*you can also use your own installer if preferred		☐			
				☐			
				☐			

Special Instructions:

NET 30 Terms

Item Total: **\$14,462.23**
Tax: **\$0.00**
TOTAL: **\$14,462.23**

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: _____

P.O. Number: _____

Date of Acceptance: _____

www.johnsonfit.com/commercial



CARPET • HARDWOOD • VINYL • LAMINATE • TILE

www.SageFlooringMN.com

222 W Main St • Waconia MN 55387

612-799-4969

DATE: 07/15/2025

TO City of Waconia
Safari Island
c/o Dan Montague

SALESPERSON		JOB	
Pat		Weight/Workout Room	
	DESCRIPTION		LINE TOTAL
	Rubber Flooring 3/8" w/ 10% fleck		\$8,855.40
	Professional rubber flooring Installation		\$5,207.00
	Vinyl base		\$396.23
	Vinyl Base installation		\$465.00
SUBTOTAL			\$14,923.63
TAX			EXEMPT
TOTAL			\$14,923.63

Sage Flooring, LLC does require that all material or 50% of the job (whichever is greater) to be paid for before the job starts, the balance will then be collected once the job is complete and the owner is satisfied with the completed work.

Your total for down payment is:

\$9,251.63

WARRANTY:

All work completed by Sage Flooring will carry a two-year workmanship warranty, this warranty will not cover any defects in the material, only on workmanship. Please contact us if you have a defect in the material and we will get in touch with the manufacturer. Also, our warranty is null and void if you pull up the material for any reason without us knowing, the material is cleaned with an unapproved cleaning solution or company (please contact us for a list of approved cleaning solutions, cleaning companies) or any other reason that we find is not a workmanship issue. Our warranty only covers installation issues.

We agree to have Sage Flooring install our flooring and if we break this contract, we understand that there is 50% nonperformance fee that will not be refunded.

X _____
TIM LITFIN, MAYOR

SEPTEMBER 15, 2025

THANK YOU FOR THE OPPORTUNITY TO GAIN YOUR BUSINESS!



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025		
Item Name:	8.8. Donation and Approve Pass Thru Recommendation - Waconia Fire Relief Association		
Originating Dept:	Finance		
Presented By:	Nicole Meyer		
Previous Council Action:	None		
Item Type:	Consent		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Adopt Resolution No. 2025-216 Accepting Donation and Approving Pass Through Recommendation from Waconia Fire Relief Association EXPLANATION OF AGENDA ITEM: The City received a donation from the Waconia Fire Department Gambling Board totaling \$6,500. The gambling board approved this donation as a pass-through for the following purposes: \$1,000 – Printing and office supplies used by the relief association \$5,500 - Bounce house purchase for fire department open house events With the Council’s acceptance of the donation and recommended purpose for pass through by the gambling board, City staff will recognize the donation revenue and off-setting expenditures in the General Fund - Central Facilities and Fire budgets (101). ATTACHMENTS: 1. Resolution No. 2025-216 Donation Waconia Fire Relief			
FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses: General Fund - Central Facilities & Fire (101)		Planning Commission:	
Budget Information:		Park Board:	
☐ Budgeted ☒ Non-Budgeted ☐ Amendment Required		Personnel Committee:	
		Other:	

**CITY OF WACONIA
RESOLUTION NO. 2025-216
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	\$6,500	General Fund

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:

- \$1,000 – Printing and office supplies used by the relief association (Central Facilities)
- \$5,500 - Bounce house purchase for fire department open house events (Fire)

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 15th day of September, 2025.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, Assistant City Administrator



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025		
Item Name:	8.9. Approve One Year Contract Extension with Northland Lining for Sewer Lateral Lining		
Originating Dept:	Public Services		
Presented By:	Jon Haukaas		
Previous Council Action:	Adopt Resolution No. 2023-255, Approving Contract Pricing and Authorize Contract		
Item Type:	Consent		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Adopt Resolution No. 2025-217 Approving Cost Adjustments and Contract Extension with Northland Lining for Lateral Lining EXPLANATION OF AGENDA ITEM: The City is on the list of communities on the MCES regional sanitary sewer system which exceed discharge limits due to inflow & infiltration (I&I) of ground water or non-compliant connections to the sanitary sewer system. This is often related to older pipe connections and service laterals that have been compromised, illegal discharge points such as sump pumps or roof drains, and also mainline degradation. The City has undertaken a comprehensive approach to eliminate the illicit discharge points through municipal infrastructure improvements, chimney sealing, and also working with property owners to repair or fix illicit discharge points and/or compromised service laterals. Annually the budget to perform this work and a homeowner assistance program for identified properties makes up to \$7,000 in assistance available to eliminate these issues on private property. We have long utilized Northland Lining to perform the televising inspections, line sealing, and repairs necessary to eliminate the illicit discharge. The contract to perform this service expires at the end of 2025 with an option to extend for one additional year if cost adjustments are acceptable to the City. Northland Lining is requesting minor cost adjustments for the lining to reflect changes in material costs. All other unit costs remain the same. Northland has provided excellent service to the City for many years and these cost adjustments are reasonable. Staff recommends approval of the cost adjustments and a one-year contract extension to continue this program addressing I & I within the City. ATTACHMENTS: 1. Resolution No. 2025-217 Contract Extension Northland LIne 2. Northland Award 3. Northland Agreement Extension			
FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses: Budget Information:		Planning Commission:	
		Park Board:	

<u>X</u>	Budgeted	Personnel Committee:
<u> </u>	Non-Budgeted	Other:
<u> </u>	Amendment Required	

**CITY OF WACONIA
RESOLUTION NO. 2025-217**

**RESOLUTION AUTHORIZING APPROVAL OF COST ADJUSTMENTS AND
CONTRACT EXTENSION WITH NORTHLAND LINING FOR LATERAL LINING**

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

WHEREAS, Waconia is required to make efforts to eliminate ground water impacts into its sanitary sewer collection system; and

WHEREAS, lateral lining of services from the main line to the interior of homes has been a productive process of eliminating ground water into the collection systems; and

WHEREAS, a component of the 2024-2025 lining agreement is Article II for cost adjustments for one calendar year, which Waconia has taken advantage of previously and staff recommends again.

NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia hereby authorizes approval of Contract Extension with Northland Lining; Article II Cost Adjustments for Lateral Lining to December 31, 2026.

Adopted by the City Council of the City of Waconia this 15th day of September 2025.

Tim Litfin, Mayor

Attest: _____
Jackie Schulze, Assistant City Administrator



**BOLTON
& MENK**

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Chaska, MN 55318-1172

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Fax: (952) 448-8805
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September 7, 2025

City of Waconia
Attn: Jon Haukaas
310 10th Street East
Waconia, MN 55387

**RE: Inflow & Infiltration Reduction Program
2026 Construction Contract**

Dear Mr. Haukaas:

The City's current agreement for work related to the Inflow & Infiltration (I&I) Reduction Program expires at the end of 2025. This agreement included the option to extend the agreement one year if a pricing adjustment was acceptable to both the City and the Contractor. Pricing for 2026 was obtained from Northland Lining, who is the contractor for the previous agreement. Below is that pricing along with a comparison to the pricing contained in the previous agreement.

ITEM	UNIT	2024-2025	2026
TELEVISIONING SERVICE	EA	\$175	\$175
SERVICE CLEANING / ROOT CUTTING	EA	\$175	\$175
CLEANOUT INSTALLATION	EA	\$950	\$950
TV REVIEW / RESIDENT MEETING	HR	\$100	\$100
LINING MOBILIZATION	LS	\$600	\$600
SERVICE LINING (1' to 5')	LS	\$1,400	\$1,600
SERVICE LINING (6' to 29')	LF	\$45	\$50
SERVICE LINING (30' and Above)	LF	\$90	\$90
INTERNAL SUMP PUMP	EA	\$2,200	\$2,200

Northland Lining has been the City's primary contractor for I&I reduction work since 2009 and is very familiar with the City's process and the City's staff. Based on the items above, it is recommended to enter into a construction agreement with Northland Lining to provide I&I work for 2026. Please let me know if you have any questions or if you need any additional information at this time.

Sincerely,
Bolton & Menk, Inc.

Jake S. Saulsbury, P.E.

AGREEMENT

THIS AGREEMENT, made and signed this 15th day of September, 2025 by and between the City of Waconia, 201 South Vine Street, Waconia, MN 55387, hereinafter called the "Owner" and Northland Lining, Inc., 7185 Ellen Lane, Side Lake, MN 55781, hereinafter called the "Contractor."

THIS AGREEMENT WITNESSETH, That the Owner and Contractor, for the consideration hereinafter stated, agree as follows:

ARTICLE I. The Contractor hereby covenants and agrees to perform the work and execute and satisfy all the requirements of the Contract Documents indicated below under Article IV, as approved by the Owner to furnish all equipment, materials, supplies, labor and skills required for sanitary sewer improvements located within the City of Waconia, Minnesota.

ARTICLE II. The Contractor agrees that the work contemplated by this Contract shall be fully and satisfactorily completed by December 31, 2026.

ARTICLE III. The Owner agrees to pay and the Contractor agrees to receive and accept payment in accordance with the unit prices bid for the items as set forth in the copy of the submitted proposal hereto attached.

Monthly and final payment shall be made as requested by the Contractor, subject to approval by the Engineer, providing however, that up to 5% of each such request may be retained until final approval is given by the Owner.

ARTICLE IV. The Contract Documents shall consist of the following component parts:

1. This Agreement
2. Proposal Pricing (included in attached City award letter)
3. Certificate of Insurance

This Agreement, together with the documents hereinabove mentioned, form the Contract, and all documents are as fully a part of the Contract as if attached hereto or herein repeated.

IN WITNESS WHEREOF, the parties to this agreement have hereunto set their hands and seals as of the day and year first above written.

OWNER: City of Waconia, Minnesota

CONTRACTOR: Northland Lining, Inc.

BY: _____

BY: _____

TITLE: TIM LITFIN, MAYOR

TITLE: _____

DATE: SEPTEMBER 15, 2025

DATE: _____



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: September 15, 2025							
Item Name: 8.10. Approve Contract for L52 Lift Station Exterior Improvements							
Originating Dept: Public Services							
Presented By: Jon Haukaas							
Previous Council Action: Resolution No. 2025-045 Authorizing Staff to Obtain Pricing for Facility Improvements							
Item Type:	Consent						
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Adopt Resolution No. 2025-218 Accepting Proposal for L52 Lift Station Building Improvements EXPLANATION OF AGENDA ITEM: CIP Project #773 identified the need for Exterior Building Improvements at the L52 Lift Station facility at a budgeted cost of \$50,000. Staff solicited proposals from two local companies to perform this work as shown below: <table style="margin-left: 40px;"> <thead> <tr> <th style="text-align: left;">Vendor</th> <th style="text-align: left;">Price</th> </tr> </thead> <tbody> <tr> <td>Mav City Restoration, Inc.</td> <td>\$15,015.89</td> </tr> <tr> <td>Mathews Vasek Companies, Inc.</td> <td>\$26,194.49</td> </tr> </tbody> </table> The work includes removal of the existing asphalt shingle roof, gutters, soffit, fascia and replacement with a standing seam metal roof plus new gutters, downspouts, soffit and fascia. Additional work includes the removal and replacement of the 48" steel door and frame on the south side of the building. Staff has met with the contractors and reviewed the proposals to ensure all work is included. Staff recommends acceptance of the proposal from Mav City Restorations so the work can be completed yet this fall. ATTACHMENTS: 1. Resolution No. 2025-218 L52 Lift Station Building Improvements 2. Mav City Quote		Vendor	Price	Mav City Restoration, Inc.	\$15,015.89	Mathews Vasek Companies, Inc.	\$26,194.49
Vendor	Price						
Mav City Restoration, Inc.	\$15,015.89						
Mathews Vasek Companies, Inc.	\$26,194.49						
FINANCIAL IMPLICATIONS: Funding Sources & Uses: Budget Information: ☒ Budgeted _____ Non-Budgeted _____ Amendment Required	ADVISORY BOARD RECOMMENDATIONS: Planning Commission: _____ Park Board: _____ Personnel Committee: _____ Other: _____						

**CITY OF WACONIA
RESOLUTION NO. 2025-218**

**RESOLUTION ACCEPTING PROPOSAL FOR
LIFT STATION L52 BUILDING IMPROVEMENTS**

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

WHEREAS, CIP Project #773 included a budget of \$50,000 in 2025 for exterior building improvement including roof and door replacements for the L52 Lift Station; and

WHEREAS, staff solicited quotes from two local companies to perform this work with the low quote provided by Mav City Restoration of Waconia, MN in the amount of \$15,015.89; and

WHEREAS, staff has met with the contractors to review the quotes and are recommending acceptance by the City Council per the attached quote.

NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia hereby authorizes acceptance of the proposal from Mav City Restoration Inc. for L52 Lift Station Exterior Building Improvements in the amount of \$15,105.89.

Adopted by the City Council of the City of Waconia this 15th day of September, 2025.

Tim Litfin, Mayor

Attest: _____
Jackie Schulze, Assistant City Administrator



Mav City Restoration Inc
711 South Pine Street ,
Waconia, MN 55387
Phone: (952) 212-6062

09/04/2025

Company Representative
Christopher Boyles
Phone: (608) 418-1431
chris.boyles@mavcityrestoration.com

Doug Bode
City Of Waconia
60 Lakeview Terrace Blvd
Waconia, MN 55387
(952) 442-4459

Job: Doug Bode

Metal Roofing Section

	Qty	Unit	Price
Standing Seam Metal Roofing	1.00	EA	\$6,086.88
Remove and Replace Metal Roofing			
Hip and Ridge Cap - Metal Roofing	1.00	EA	\$654.52
Drip Edge - Gutter Apron	1.00	EA	\$464.50
Synthetic Felt Underlayment	1.00	EA	\$158.23
Ice and Water Barrier High Temp	1.00	EA	\$755.17
			\$8,119.30

Door Section

	Qty	Unit	Price
Steel Door and Frame	1.00	EA	\$2,046.53
Remove and replace steel door, frame			
			\$2,046.53

Gutters Section

	Qty	Unit	Price
6" Gutters	0.00	EA	\$1,256.32
Install 3x4 Downspouts	24.00	LF	\$411.60
			\$1,667.92

Soffit & Fascia Section

	Qty	Unit	Price
Soffit and Fascia	123.75	EA	\$3,182.14
			\$3,182.14

TOTAL

\$15,015.89



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025		
Item Name:	8.11. Approve Final Purchase Price and Contract for Deed for the purchase of property for Water Treatment Plant No. 4.		
Originating Dept:	Public Services		
Presented By:	Jon Haukaas		
Previous Council Action:			
Item Type:	Consent		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Adopt Resolution No. 2025-219 Approving Final Cost of Purchase of Real Property for Water Treatment Plant No. 4			
EXPLANATION OF AGENDA ITEM:			
On July 21, 2025, the City Council authorized staff to proceed with the necessary actions to complete the purchase of real property for our future Water Treatment Plant No. 4. Several minor adjustments were made following final discussions with the property owner and their attorney. These include the following: • Clarification expressly stating that the remnant parcel will not be annexed. • The purchase price has been increased to \$480,000 reflecting a final parcel size of 15.954 acres. • The purchase price will now be paid in two installments, one-half in 2025 and the balance in 2026. Because an installment payment structure is an "incurrence of debt" by the City, the City needs to do it in a way that is expressly allowed. Minn. Stat. §412.221, subdivision 2, provides that a contract for deed may be used if a seller's recovery for purchaser's breach is limited to recovery of the property and various other requirements are met. This final purchase agreement now includes a contract for deed and addendum attached as an exhibit. • Also attached to the Purchase Agreement as an exhibit is a proposed field access easement over the south 33 feet of the property, which is the size of a cartway. Per the terms of the easement, it will terminate if/when the City builds the road that has been discussed. Staff has reviewed all documents and recommend approval.			
ATTACHMENTS:			
None			
FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses:		Planning Commission:	
Budget Information:		Park Board:	
☒ Budgeted		Personnel Committee:	

Non-Budgeted Amendment Required	Other:
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REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025		
Item Name:	8.12. Lodging Tax Fund Request - Waconia Convention & Visitors Bureau (CVB)		
Originating Dept:	Finance		
Presented By:	Amanda Ortloff		
Previous Council Action:	None		
Item Type:	Consent		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Motion to Approve Request for Lodging Tax Reimbursement from the Waconia CVB for Expenditures Incurred June through August 2025			
EXPLANATION OF AGENDA ITEM: The Waconia Chamber CVB has requested a lodging tax reimbursement for expenditures incurred from June through August 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 of \$10,048.10.			
ATTACHMENTS: None			
FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses:		Planning Commission:	
Budget Information:		Park Board:	
☒ Budgeted		Personnel Committee:	
☐ Non-Budgeted		Other: More sample text.	
☐ Amendment Required			



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025		
Item Name:	8.13. Memorandum of Understanding Outlining Payment Plan with Independent School District #110 and Safari Island Community Center		
Originating Dept:	Finance		
Presented By:	Nicole Meyer		
Previous Council Action:	None		
Item Type:	Consent		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Adopt Resolution No. 2025-220 Approving Memorandum of Understanding Outlining Payment Plan with Independent School District #110 for HVAC Project at Safari Island Community Center			
EXPLANATION OF AGENDA ITEM: City staff have been working with Independent School District #110 (ISD #110) on the attached memorandum of understanding for payment of the City's portion of the HVAC projects being completed at the Waconia High School and Safari Island Community Center. Over the course of the last year, City and ISD #110 staff have reviewed the contract with SiteLogic and what portions of the project affect Safari Island Community Center. Along with that, we have reviewed the costs in conjunction with the Shared Use Agreement and applied percentages for costs as outlined in that agreement. The attached memorandum outlines the payment agreement both parties have agreed to and will follow starting in December 2025.			
ATTACHMENTS: 1. Resolution No. 2025-220 Payment Plan with ISD #110 for HVAC Project 2. MOU with ISD #110 for HVAC at Safari Island			
FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses: PIR Capital Project Fund (103) Budget Information: ☒ Budgeted _____ Non-Budgeted _____ Amendment Required		Planning Commission:	
		Park Board:	
		Personnel Committee:	
		Other:	

**CITY OF WACONIA
RESOLUTION NO. 2025-220**

**RESOLUTION APPROVING MEMORANDUM OF UNDERSTANDING
OUTLINING A PAYMENT PLAN WITH
INDEPENDENT SCHOOL DISTRICT #110
FOR HVAC PROJECT AT SAFARI ISLAND COMMUNITY CENTER**

WHEREAS, City and Independent School District #110 staff have reviewed the contracted costs for the HVAC project completed at Waconia High School and Safari Island Community Center; and

WHEREAS, costs were reviewed alongside the Shared Use Agreement and percentages were applied as outlined in the agreement; and

WHEREAS, the City will start making payments for the project in December 2025 and final payments will be made in December 2029 as outlined in the attached memorandum.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Waconia hereby approves the memorandum of understanding outlining a payment plan with Independent School District #110 for HVAC project at Safari Island Community Center.

Adopted by the City Council of the City of Waconia this 15th day of September 2025.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, Assistant City Administrator

Memorandum of Understanding

This a memorandum of understanding between the City of Waconia (the “City”) and Independent School District No. 110 (the “District”) entered into on September 15, 2025 to outline repayment of project costs at the Safari Island Community Center.

Recitals

- A. The District and the City desire to enter into SiteLogic IAQ Project and facility HVAC improvements at Safari Island Community Center.
- B. The estimated cost of the City’s portion of the project is \$983,735 as calculated by measures and percentages provided in the shared use agreement. This total may change depending on final change orders for the project and other unanticipated expenses as the project starts in the space identified as “Community Center” and “Shared Space” in the shared use agreement. The City is estimating an approximate \$25,000 contingency; this estimating the project costs at \$1,008,735.
- C. The measures to be performed include and are not limited to: upgrading chillers, switch gears, AHUs, temperature controls, Cool Air contracting, electrical contracting, and project management fees with SiteLogic.

Agreement

Now, therefore the District and the City agree as follows:

- The City will excuse receivables for two projects that occurred in the past as listed below and apply the balances due to the final project costs:
 - Baseball Park Grandstand Improvements – Initiated in 2016 – Outstanding Balance as of the date of this agreement - \$220,000
 - Pool Filter Project (Lap Pool – located in Shared Space) – Initiated in 2023 – Outstanding Balance as of the date of this agreement - \$93,159
- The City will pay a total of \$30,000 per year in 2025, 2026, and 2027 towards the balance due to the District for the final project costs. These payments will be made each year by December 10th.
- The remaining balance due, estimated at \$605,576, will be paid in two equal payments by December 10th in 2028 and 2029. Based on current estimates, each payment is anticipated to be \$302,788.
- Finance staff from both parties will complete a final payment schedule once the project is complete and no later than November 1, 2025. These payments will not include interest, provided they are made by the deadlines set forth in the Agreement.

In witness whereof, the parties hereto have executed the Agreement as of the day and year first above written.

Independent School District No. 110

City of Waconia

By _____
Its _____

By _____
TIM LITFIN, MAYOR

By _____
Its _____

By _____
SHANE FINERAN, CITY ADMINISTRATOR



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025		
Item Name:	8.14. 2025 Downtown Phase 3 Reconstruction Final Costs, Preparing Proposed Assessment, and Calling Public Hearing		
Originating Dept:	Public Services		
Presented By:	Jon Haukaas		
Previous Council Action:			
Item Type:	Consent		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Adopt Resolution No. 2025-221 Declaring Cost to be Assessed and Ordering the Preparation of Proposed Assessment Adopt Resolution No. 2025-222 Receiving Proposed Assessment and Calling for a Public Hearing on Proposed Assessment EXPLANATION OF AGENDA ITEM: The 2025 Downtown Phase 3 Reconstruction project is wrapping up with substantial completion items completed. Final asphalt lift and minor punch list items will be completed this fall and into 2026. Final project costs have been determined as well as assessed fees. As part of the special assessment process, an independent third party reviews the proposed assessments that are calculated per the City's special assessment policy and determines a special benefit based on an independent appraisal. It is the City's practice to assess the lower of the two amounts, either by policy calculation or by third party evaluation. Those costs are now determined and provided in the memo submitted by City Engineer, Jake Saulsbury. It is recommended that the City Council adopt the two attached Resolutions declaring the costs to be assessed, preparing the proposed assessments, receiving the proposed assessments, and calling a public hearing in which affected property owners will be notified of the proposed assessment and the ability to provide comment at the public hearing. ATTACHMENTS: 1. Bolton & Menk Final Cost Memo 2. Resolution No. 2025-221 Order Preparation of Proposed Assessment 3. Resolution No. 2025-222 Call for PH on Proposed Assessment			
FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses:		Planning Commission:	
Budget Information:		Park Board:	
x	Budgeted	Personnel Committee:	
	Non-Budgeted	Other:	
	Amendment Required		



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Ph: (952) 448-8838
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Bolton-Menk.com

MEMORANDUM

Date: September 10, 2025
To: Shane Fineran, City Administrator
Cc: Jon Haukaas, Public Services Director
Nicole Meyer, Finance Director
From: Jake Saulsbury, Bolton & Menk
Subject: Downtown Reconstruction Phase 3 Project

The purpose of this memo is to provide you with a brief summary of the final project costs, and a comparison of those costs to the costs presented during the Feasibility Study (FS) phase for the above-referenced project. Attached hereto, for your information and reference, is a final cost summary for the project.

The total final project cost is estimated to be \$5,248,080 which is \$1,528,020 (22.6%) below the preliminary estimate. The total final assessed amount is \$538,091 after the assessment benefit evaluation adjustments. The street, sanitary sewer, and watermain final assessments are as follows on a per front foot and per unit basis:

- Street Assessment = \$237.55 / FF (19.7% below FS estimate)
- Sanitary Sewer Assessment = \$3,102 / Unit (36.7% below FS estimate)
- Watermain Assessment = \$5,361 / Unit (30.4% below FS estimate)

The total final City cost is \$4,709,989 which is \$878,011 (15.7%) below the preliminary estimate. This includes the reduction of assessments due to the benefit evaluation process and does not include any assessments to City owned parcels. Two resolutions are required at the upcoming City Council Meeting in order for the City to remain compliant with the provisions of the assessment process. These resolutions are:

- Declaring the cost to be assessed and ordering the preparation of the final assessment roll.
- Receiving the proposed assessment and calling for a Public Hearing.

Also attached is a copy of the final assessment roll that contains the updated costs and the benefit evaluation information. I am available to discuss this information with you and answer any questions that you or the City Council may have at your convenience.

DOWNTOWN RECONSTRUCTION - PHASE 3 PROJECT
FINAL COST APPORTIONMENT SUMMARY
9/10/2025

	Preliminary Costs	Final Project Costs	+ / (-) From Prelim. Costs	% + / - From Prelim. Costs
*TOTAL PROJECT COST:	\$6,776,100	\$5,248,080	(\$1,528,020)	-22.6%
*Total Street/Storm/SW Sewer Recon. Cost	\$5,035,600	\$4,146,522	(\$889,078)	-17.7%
Standard Street Section Cost	\$1,470,800	\$1,361,623	(\$109,177)	-7.4%
*Extra Depth & Width Of Pvmnt (City Cost)	\$2,929,400	\$2,363,890	(\$565,510)	-19.3%
Sidewalk (City Cost)	\$635,400	\$421,009	(\$214,391)	-33.7%
Street/Storm Recon Cost (Assessed)	\$550,100	\$441,798	(\$108,302)	-19.7%
Assessable Cost Per Front Foot	\$295.78	\$237.55	(\$58.23)	-19.7%
Sanitary Sewer Improvements	\$538,900	\$323,058	(\$215,842)	-40.1%
Sanitary Sewer Imp (Assessment Eligible)	\$538,900	\$310,244	(\$228,656)	-42.4%
Sanitary Sewer Improvements (Assessed)	\$244,900	\$148,917	(\$95,983)	-39.2%
Sanitary Per Unit Assessment	\$4,898.18	\$3,102.44	(\$1,796)	-36.7%
Watermain Improvements	\$1,201,600	\$778,500	(\$423,100)	-35.2%
Watermain Imp (Assessment Eligible)	\$863,300	\$546,854	(\$316,446)	-36.7%
Watermain Improvements (Assessed)	\$393,100	\$262,704	(\$130,396)	-33.2%
Watermain Per Unit Assessment	\$7,707.14	\$5,361.31	(\$2,346)	-30.4%
TOTAL ASSESSED AMOUNT (PER POLICY):	\$1,188,100	\$853,420	(\$334,680)	-28.2%
TOTAL ASSESSED AMOUNT (ADJUSTED):	\$0	\$538,091	\$538,091	
TOTAL CITY COST:	\$5,588,000	\$4,709,989	(\$878,011)	-15.7%
TOTAL PROJECT COST:	\$6,776,100	\$5,248,080	(\$1,528,020)	-22.6%

*Feasibility Study Total Project Cost With Public Parking Lot = \$7,140,000.

FINAL ASSESSMENT ROLL
DOWNTOWN RECONSTRUCTION, PHASE 3 PROJECT
9/10/2025

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 PER POLICY	TOTAL ASSESSMENT PER BENEFIT EVALUATION	FINAL TOTAL ASSMT (LESSER OF POLICY OR EVAL)	**ANNUAL ASSESSMENT PAYMENT
1	750502980	WACONIA SQUARE LLC	236 1ST ST W	7887 E BELLEVIEW AVE, STE 1100	ENGLEWOOD, CO 80111-6097	76.75	\$18,231.78	0.0	\$0.00	0.0	\$0.00	\$18,231.78	\$29,250.00	\$18,231.78	\$2,297.32
2	750503030	WACONIA CITY	217 MAIN ST W	201 VINE ST S	WACONIA, MN 55387	88.25	\$20,963.57	0.0	\$0.00	0.0	\$0.00	\$20,963.57	\$33,000.00	\$20,963.57	\$2,641.54
3	750502830	WACONIA CITY	NA	201 VINE ST S	WACONIA, MN 55387	15.17	\$3,603.60	0.0	\$0.00	0.0	\$0.00	\$3,603.60	\$6,500.00	\$3,603.60	\$454.08
4	750502820	PROMISE COMMUNITY CHURCH	138 1ST ST W	138 1ST ST W	WACONIA, MN 55387	134.66	\$31,988.16	1.0	\$5,361.31	1.0	\$3,102.44	\$40,451.91	\$17,000.00	\$17,000.00	\$2,142.11
5	750502800	WACONIA EDA	116 1ST ST W	201 VINE ST S	WACONIA, MN 55387-1337	110.00	\$26,130.23	0.0	\$0.00	0.0	\$0.00	\$26,130.23	\$29,500.00	\$26,130.23	\$3,292.57
6	750502790	WACONIA EDA	106 1ST ST W	201 VINE ST S	WACONIA, MN 55387-1337	22.00	\$5,226.05	0.0	\$0.00	0.0	\$0.00	\$5,226.05	\$6,500.00	\$5,226.05	\$658.51
7	750502780	JNIN LLC	100 1ST ST W	5930 BOULDER BRIDGE LN	SHOREWOOD, MN 55331	16.50	\$3,919.53	1.0	\$5,361.31	0.0	\$0.00	\$9,280.85	\$7,500.00	\$7,500.00	\$945.05
8	750501250	THE CUTTING EDGE SALON OF WACONIA LLC	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	\$0.00	\$0.00
9	750501260	QVF PROPERTIES LLC	233 1ST ST W	12755 ISLAND VIEW CIR	ROGERS, MN 55374	55.00	\$13,065.12	1.0	\$5,361.31	1.0	\$3,102.44	\$21,528.87	\$15,750.00	\$15,750.00	\$1,984.60
10	750501270	S&C PROPERTIES LLC	225 1ST ST W	225 1ST ST W	WACONIA, MN 55387	67.50	\$16,034.46	1.0	\$5,361.31	1.0	\$3,102.44	\$24,498.22	\$19,750.00	\$19,750.00	\$2,488.62
11	750501291	SEGNER-PEITZ PROPERTIES LLC	209 1ST ST W	1933 SILVER ST	WACONIA, MN 55387-8613	97.50	\$23,160.89	1.0	\$5,361.31	1.0	\$3,102.44	\$31,624.64	\$17,000.00	\$17,000.00	\$2,142.11
12	750501300	STEP WEST LLC	201 1ST ST W	1941 CARDINAL LN STE A	FARIBAULT, MN 55021-4350	27.50	\$6,532.56	1.0	\$5,361.31	1.0	\$3,102.44	\$14,996.31	\$8,500.00	\$8,500.00	\$1,071.05
13	750501370	LIFT MANAGEMENT SERVICES LLP	141 1ST ST W	684 EXCELSIOR BLVD, SUITE 210	EXCELSIOR, MN 55331	27.50	\$6,532.56	1.0	\$5,361.31	1.0	\$3,102.44	\$14,996.31	\$8,500.00	\$8,500.00	\$1,071.05
14	750501390	BERRY PROPERTIES LLC	137 1ST ST W	137 1ST ST W	WACONIA, MN 55387	22.81	\$5,418.46	1.0	\$5,361.31	1.0	\$3,102.44	\$13,882.22	\$8,500.00	\$8,500.00	\$1,071.05
15	750501380	PAVING INVESTMENTS LLC	133 1ST ST W	1124 SUGARBUSH LN	WACONIA, MN 55387	32.19	\$7,646.66	1.0	\$5,361.31	1.0	\$3,102.44	\$16,110.41	\$8,750.00	\$8,750.00	\$1,102.55
16	750501400	JD RENTALS LLPA	125 1ST ST W	300 W LAKE ST	WACONIA, MN 55387	51.00	\$12,114.93	4.0	\$21,445.25	4.0	\$12,409.78	\$45,969.95	\$32,000.00	\$32,000.00	\$4,032.20
17	750501420	SPIRIT MASTER FUNDING X LLC	101 1ST ST W	6632 TELEGRAPH RD # 193	BLOOMFIELD HILLS, MI 48301-3012	163.00	\$38,720.25	1.0	\$5,361.31	1.0	\$3,102.44	\$47,184.01	\$85,750.00	\$47,184.01	\$5,945.48
18	750501520	GERALD A & JANE M EVESLAGE	41 1ST ST W	281 LAKEVIEW TERRACE BLVD	WACONIA, MN 55387	42.00	\$9,977.00	1.0	\$5,361.31	1.0	\$3,102.44	\$18,440.75	\$8,500.00	\$8,500.00	\$1,071.05
19	750501540	JDS LLC	115 OLIVE ST S	8820 ISLAND VIEW RD	WACONIA, MN 55387-9605	25.00	\$5,938.69	1.0	\$5,361.31	1.0	\$3,102.44	\$14,402.45	\$8,500.00	\$8,500.00	\$1,071.05
20	750501530	P & D WACONIA PROPERTIES LLC	119 OLIVE ST S	119 OLIVE ST S	WACONIA, MN 55387-1421	75.00	\$17,816.07	2.0	\$10,722.62	2.0	\$6,204.89	\$34,743.58	\$14,000.00	\$14,000.00	\$1,764.09
21	750501340	OLIVE STREET PARTNERS LLC	132 OLIVE ST S	132 OLIVE ST S	WACONIA, MN 55387	133.50	\$31,712.60	1.0	\$5,361.31	1.0	\$3,102.44	\$40,176.36	\$28,500.00	\$28,500.00	\$3,591.18
22	754800010	WACONIA CITY	201 VINE ST S	201 VINE ST S	WACONIA, MN 55387	88.00	\$20,904.19	0.0	\$0.00	0.0	\$0.00	\$20,904.19	\$178,500.00	\$20,904.19	\$2,634.06
23	750501511	STEVEN J YETZER	125 OLIVE ST S	33 1ST STREET W	WACONIA, MN 55387	78.50	\$18,647.48	1.0	\$5,361.31	1.0	\$3,102.44	\$27,111.24	\$11,250.00	\$11,250.00	\$1,417.57
24	753320010	OLIVE & SECOND HOLDING LLC	135 OLIVE ST S	332 W 4TH ST	WACONIA, MN 55387	204.25	\$48,519.09	28.0	\$150,116.74	28.0	\$86,868.43	\$285,504.26	\$145,250.00	\$145,250.00	\$18,302.41
25	750500580	JESSE AND JAMIE BERSTROM LIVING TRUST	41 2ND ST W	41 2ND ST W	WACONIA, MN 55387-1402	41.25	\$9,798.84	0.0	\$0.00	0.0	\$0.00	\$9,798.84	\$8,500.00	\$8,500.00	\$1,071.05
26	750500590	MICHAEL DEHN	25 2ND ST W	25 2ND ST W	WACONIA, MN 55387-1402	82.50	\$19,597.67	1.0	\$5,361.31	1.0	\$3,102.44	\$28,061.43	\$8,500.00	\$8,500.00	\$1,071.05
27	750500600	MARWAY PROPERTIES LLC	208 ELM ST S	17400 ERKIUM ST NW	RAMSEY, MN 55303	82.50	\$19,597.67	0.0	\$0.00	0.0	\$0.00	\$19,597.67	\$48,250.00	\$19,597.67	\$2,469.43
						1,859.83									

*Cost per FF = \$237.55 (Post-Construction Calculation)

**Based on a 4.44% 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

= Owner Information or Unit Information Has Changed
Since the Preliminary Assessment Roll

**CITY OF WACONIA
RESOLUTION NO. 2025-221 (1 of 2)**

**RESOLUTION DECLARING COST TO BE ASSESSED AND
ORDERING THE PREPARATION OF PROPOSED ASSESSMENT**

WHEREAS, estimated final costs have been calculated for the Downtown Reconstruction Phase 3 Project. The project consists of street, drainage, utility, and sidewalk 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

and the construction price for such improvement is \$4,124,552, and the expenses incurred or to be incurred in the making of such improvement amount to \$1,123,528 so that the total cost of the improvement will be \$5,248,080.

NOW THEREFORE, BE IT RESOLVED THAT

1. The City Council has been advised by the City Clerk and the City Engineer of the portion of the total cost of such improvement to be paid by the City. The portion of the total cost of such improvement to be paid by the City is hereby declared to be \$4,709,989 and the portion of the cost to be assessed against benefited property owners is declared to be \$538,091.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2026 and shall bear interest at the rate of 3.44 percent per annum from the date of the adoption of the assessment resolution.
3. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and she shall file a copy of such proposed assessment in her office for public inspection.
4. Upon the completion of the proposed assessment, the City Clerk shall notify the council thereof.

Adopted by the City Council of the City of Waconia this 15th day of September 2025.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, Assistant City Administrator

CITY OF WACONIA
RESOLUTION NO. 2025-222 (2 of 2)
RESOLUTION RECEIVING PROPOSED ASSESSMENT AND
CALLING FOR A PUBLIC HEARING ON PROPOSED ASSESSMENT

WHEREAS, by a resolution passed by the City Council on September 15th, 2025 the City Clerk and City Engineer were directed to prepare a proposed assessment of the cost of the making of public improvements to the infrastructure of the City of Waconia by the installation of streets, curb and gutter, storm sewer, watermain, sanitary sewer, and sidewalks according to the plans and specifications for such improvements; and

WHEREAS, the project locations include 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; and

WHEREAS, the City Clerk has notified the council that such proposed assessment has been completed and filed in her office for public inspection,

NOW THEREFORE, BE IT RESOLVED THAT

1. A hearing shall be held at 6:00 p.m. on October 20th, 2025, in the City Council Chambers of the Waconia City Hall located at 201 South Vine Street, Waconia, Minnesota to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and they shall state in the notice the total cost of the improvement and all other information required by law. She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, prepay to the City of Waconia the entire assessment on such property with interest accrued to the date of payment, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may, at any time, thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the City Council of the City of Waconia this 15th day of September 2025.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, Assistant City Administrator



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025		
Item Name:	8.15. Calling Public Hearing - Certification for Payment with Taxes - Payable 2026		
Originating Dept:	Finance		
Presented By:	Nicole Meyer		
Previous Council Action:	None		
Item Type:	Consent		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Approve Resolution No. 2025-223 Calling for a Public Hearing on the Proposed Certification of Delinquent Utility and Other Charges for Services for Payment with 2026 Taxes EXPLANATION OF AGENDA ITEM: Under Minnesota law, the City may certify for payment with tax collections, delinquent utility accounts and other charges for service that have not been paid during the course of normal collection procedures throughout each year. A public hearing is required prior to certification of delinquent charges. Property owners will be notified of the past due amounts for goods or services that have benefited the property and notified of the public hearing opportunity. A list of delinquent accounts will be provided for the hearing scheduled for Monday, October 20, 2025. ATTACHMENTS: 1. Resolution No. 2025-223 Call for Public Hearing Proposed Tax Certification			
FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses:		Planning Commission:	
Budget Information:		Park Board:	
_____ Budgeted		Personnel Committee:	
_____ Non-Budgeted		Other:	
_____ Amendment Required			

**CITY OF WACONIA
RESOLUTION NO. 2025-223**

**RESOLUTION CALLING FOR PUBLIC HEARING ON PROPOSED CERTIFICATION
OF DELINQUENT UTILITY AND OTHER CHARGES FOR SERVICES FOR
PAYMENT WITH 2026 TAXES**

WHEREAS, the Finance Department prepares a certification roll for delinquent utilities and charges for services that consist of miscellaneous services such as snow removal, weed elimination, tree maintenance, building permit fees, and other charges for services and said proposed certifications is on file at City Hall and open to public inspection no later than October 20, 2025; and

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

1. A hearing shall be held at 6:00 p.m., or as soon thereafter as possible, on Monday, October 20, 2025 at Waconia City Hall located at 201 Vine Street South, Waconia, Minnesota to pass upon such proposed certification(s). All persons owning property affected by such charges will be given an opportunity to be heard with reference to such certification.
2. City staff is hereby directed to cause a notice of the hearing on the proposed certifications to be published once in the official newspaper at least two weeks prior to the hearing. Notices shall be mailed to the owner of each parcel described in the certification list not less than two (2) weeks prior to the hearing.
3. If it is determined that accounts have become current, the public hearing will be canceled.

Adopted by the City Council of the City of Waconia this 15th day of September 2025.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, Assistant City Administrator



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		September 15, 2025	
Item Name:		8.16. Special Event Permit - Waconia Homecoming Parade	
Originating Dept:		Administration	
Presented By:		Shane Fineran	
Previous Council Action:			
Item Type:	Consent		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Adopt Resolution No 2025-224 Approving Special Event Permit Waconia High School Homecoming Parade			
EXPLANATION OF AGENDA ITEM: The Waconia High School Student Council has submitted a Special Event Permit for the annual homecoming parade. Under city policy, this is a City-supported event. This year's parade is scheduled for Friday, September 26, from 5:00 p.m. to 5:45 p.m. The parade route will take place on Community Drive, requiring closure at Oak Avenue and traveling west to the high school from the middle school to the high school before returning east to the staging area at the middle school. Street closures will be from 4:45 p.m. to 5:45 p.m.			
ATTACHMENTS: 1. Resolution No. 2025-224 Special Event Homecoming Parade 2. Special Event Permit Application			
FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses:		Planning Commission:	
Budget Information:		Park Board:	
_____ Budgeted		Personnel Committee:	
_____ Non-Budgeted		Other:	
_____ Amendment Required			

**CITY OF WACONIA
RESOLUTION NO. 2025-224**

**RESOLUTION APPROVING SPECIAL EVENT PERMIT
FOR WACONIA HIGH SCHOOL HOMECOMING**

WHEREAS, the City has identified the Waconia High School homecoming parade as a city support special event in the community; and

WHEREAS, Waconia High School student council has submitted a special event permit to conduct a parade for the Waconia High School homecoming festivities along Community Drive from Oak Avenue westward to the High School; and

WHEREAS, the route is requested to be closed to traffic from Oak Avenue, Wildcat Way, and at the entrance to the high school on Friday, September 29th from 4:45 p.m. and 5:45 p.m.; 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 on this 15th day of September 2025.

Tim Litfin, Mayor

Attest: _____
Jacqueline 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 Kendra		2. Last Name Olson Schwichtenberg		
3. Primary Telephone Number 952.224.6000	4. Type of Phone: ☒ Cell ☐ Business ☐ Home ☐ Other	5. Alternate Phone Number	6. Type of Phone: ☐ Cell ☐ Business ☐ Home ☐ Other	
7. Email Address kolson2@isd110.org				
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 employee of ISD110		
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		11. Last Name		
12. Primary Telephone Number	13. Type of Phone: ☐ Cell ☐ Business ☐ Home ☐ Other	14. Alternate Phone Number	15. Type of Phone: ☐ Cell ☐ Business ☐ Home ☐ Other	
16. Email Address		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 Waconia High School attn: Kendra Olson				
19. Email Address kolson2@isd110.org				
20. Mailing Address 1650 Community Drive		21. City Waconia	22. State MN	23. Zip Code 55387
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 Waconia School District				
26. Business Federal Tax ID Number/Tax Exempt Number 41-6000476		27. Business State Tax ID Number		
28. Business Address 512 Industrial Blvd		29. City Waconia	30. State MN	31. Zip Code 55387
Section 3. Event Information – attach additional sheets as needed for any questions				
A. Event Basics				
32. Name of Event Homecoming Parade				
33. Date(s) of Event <i>complete separate applications for a series of events held at separate times</i> 9/26/2025				
34. Time of Event 5:00PM		35. Set up start time and clean up finish time street closed shortly before 5PM, finished by 6:00PM		

36. Location of Event –Street Address Community Drive b/w Oak Ave and the high school	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) ***A detailed diagram of the site plan is also required to be submitted WMS will be used as the staging area for the parade. The parade will begin at 5:00PM on Community C			
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- 800	44. Are tickets being sold? ☐ Yes ☒ No		
45. What is the admission charge, if any NA	46. Purpose of event proceeds (if applicable) NA		
47. Describe how attendance will be monitored and limited if necessary 			
48. Describe any entertainment being provided Parade float of Waconia school-sponsored activities.			

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.

NA

50. Describe how any emergencies or medical needs occurring during the event will be met

We will contact local law enforcement/emergency services if there are any emergencies or medical needs during the event.

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:

Number of receptacles:

What is the plan for picking these receptacles up following the event?

☒

No

Explain how trash will be managed as part of the event:

The WHS Student Council will clean up the area after the parade.

52. Will you be providing toilets and wash stations?

☐

Yes

Company providing this service:

Number of toilets:

Number of wash stations:

What is the plan for picking these items up following the event?

☒

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.

Some floats may have speakers, but the noise will not be excessive.

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

We are requesting that Community Drive between Oak Avenue and the main entrance to Waconia High School be closed for the duration of the parade. We would anticipate the road would be closed for less than one hour.

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

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
☐ Religious Organization
☐ Political Committee Registered Under Minn. Stat. Section 10A.14
State University
☐ Brewer or Microdistillery
☐ Charitable Organization
☐ Non-Profit Organization

*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.

NA

63. If a licensed caterer will be used as part of the event, indicate the name and state license number of the caterer

NA

64. List who will be carrying liquor liability insurance for this event

NA

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

NA

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.

NA

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.

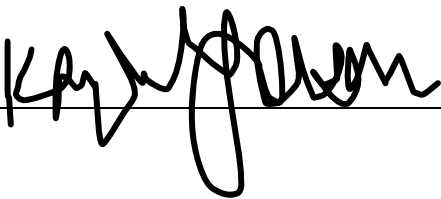
A SIGNATURE VERIFYING THE OVERALL ACCURACY AND COMPLETENESS OF THIS APPLICATION BY THE OWNER, PARTNER, OR OFFICER OF THE ENTITY APPLYING IS REQUIRED IN ORDER TO PROCESS THIS LICENSE APPLICATION

I, (print name) Kendra Olson Schwichtenberg, 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



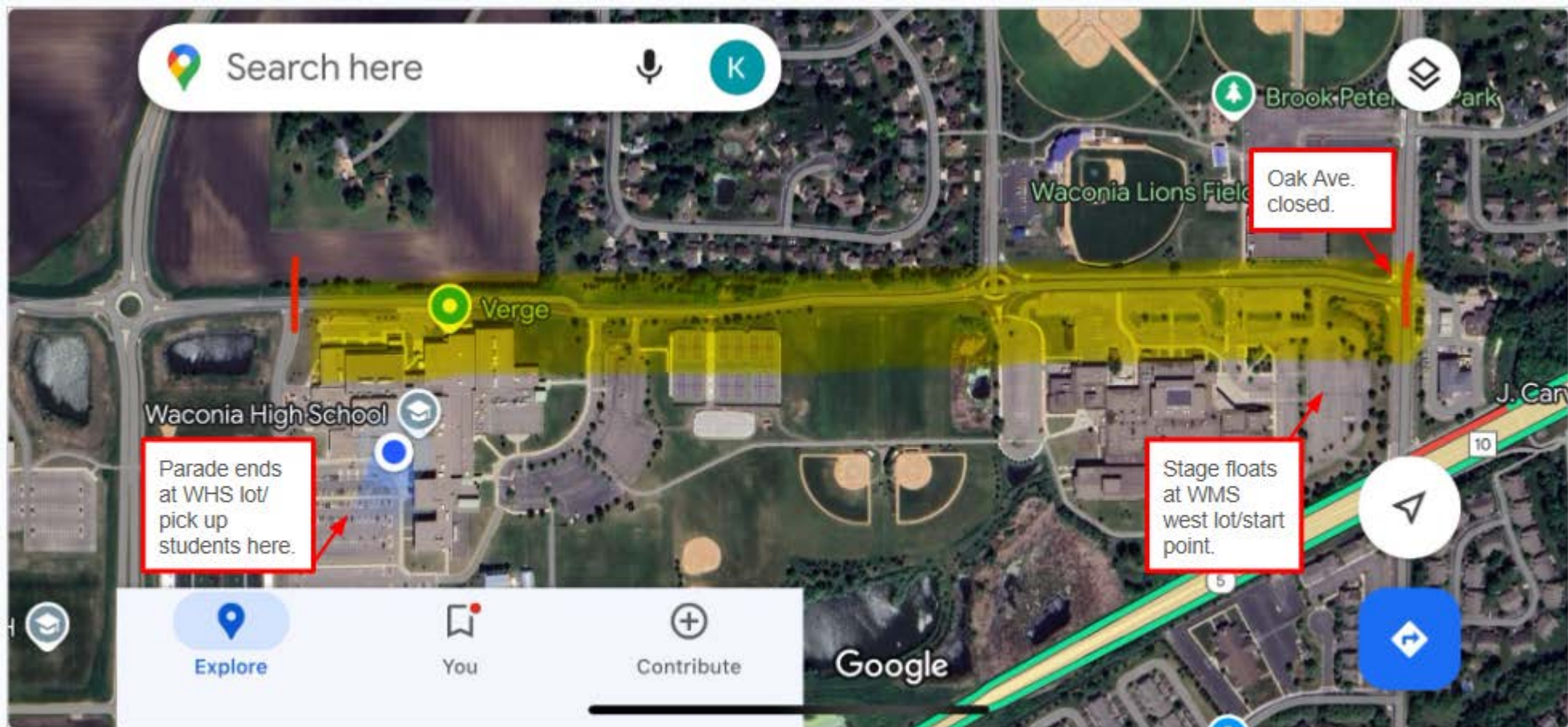
Date

8/28/2025

Parade Lineup at WMS

- Parade staging will be in the WMS parking lot beginning at 4:15PM.
- Order of the parade is on a first come, first serve basis.
- Please park your cars/floats at a diagonal in the lot as pictured.





- The parade will start from the WMS east parking lot and go west on Community Drive. The parade will end at WHS.
- Parents/guardians can pick up students participating in the parade in the WHS lot.
- To access the WHS lot, use the entrance/exit off of CR-10.



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025
Item Name:	8.17. Application for Exempt Gambling Permit for Carver County Pheasants Forever
Originating Dept:	Administration
Presented By:	Sue Schwalbe
Previous Council Action:	None
Item Type:	Consent
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Adopt Resolution No. 2025-225 Approving Application for Exempt Gambling Permit for Carver County Pheasants Forever	
EXPLANATION OF AGENDA ITEM: Carver County Pheasants Forever has submitted an application for an Exempt Gambling Permit to conduct Bingo on October 5, 2025, at the American Legion Post No, 150 located at 4 East Main Street, Suite One in Waconia.	
ATTACHMENTS: 1. Resolution No. 2025-225 Exempt Gambling Permit Pheasants Forever	
FINANCIAL IMPLICATIONS:	ADVISORY BOARD RECOMMENDATIONS:
Funding Sources & Uses:	Planning Commission:
Budget Information:	Park Board:
_____ Budgeted	Personnel Committee:
_____ Non-Budgeted	Other:
_____ Amendment Required	

**CITY OF WACONIA
RESOLUTION NO. 2025-225**

**RESOLUTION APPROVING APPLICATION FOR
EXEMPT PERMIT, CARVER COUNTY PHEASANTS FOREVER**

WHEREAS, The City Council Of the City of Waconia, Minnesota has received an Application for an Exempt Permit from the Carver Count Pheasants Forever; and

WHEREAS, Carver County Pheasants Forever has requested this application in order to conduct BINGO at American Legion Post 150, 4 East Main Street, Suite 1, Waconia, Minnesota on September 2, 2025, as state don the application for said exemption; and

WHEREAS, The City Council of the City of Waconia has no objection to the said application.

NOW, THEREFORE, BE IT RESOLVED That the City Clerk is hereby instructed to provide a copy of this Resolution to be included with the permit application to the Department of Gaming, Gambling Control Division, State of Minnesota

Adopted by the City Council of the City of Waconia this 15th day of September 2025.

Tim Litfin, Mayor

Attest: _____
Jackie Schulze, Assistant City Administrator



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025
Item Name:	9.1. 2026 Budget & Preliminary Levy
Originating Dept:	Finance
Presented By:	Nicole Meyer
Previous Council Action:	None
Item Type:	Regular Session

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Adopt Resolution No. 2025-226, Adopting the 2026 Preliminary Levy

EXPLANATION OF AGENDA ITEM:

Staff has prepared the preliminary 2026 budgets for all departments in the General Fund. The City is required to set a preliminary levy by September 30th each year. The preliminary levy may not be increased. To date, the City Council has worked through the General Fund in work sessions throughout August and September. Additional work sessions are scheduled to review the City's capital project, special revenue, and enterprise fund budgets. Budgets that are still being reviewed in work sessions this fall include the PIR Capital Project, Capital Equipment, Safari Island, Ice Arena, Water, Sewer, Storm Water, and Street Light utility budgets. Final General Fund budget review will be scheduled for a work session in November with the City Council. At that time, the City Council will need to establish the preliminary budget and levy for 2026. The City's final budget and levy is scheduled for approval at the City Council meeting on Monday, December 15, 2025.

Staff reviewed with the City Council at a work session the property market value and tax capacity information determined by Carver County. From last year, the overall taxable market value has increased approximately \$174,252,171 or 6.87% and subsequent tax capacity increased approximately \$1,877,184 or 7.61%. Carver County has reported that the average home in Waconia is seeing an increase in market value of about 4.55%.

For the preliminary levy, staff is recommending a 12.8% increase from 2025 to the general property tax levy for operations of the City. The City plans to add one additional staff member, support employees with wage alignment and market adjustments, and continue to make inter-fund transfers to capital project funds for future improvements. Some contracts for services and health benefits for employees are estimated in the current version of the budget. Over the course of the next several months, staff will be working to finalize contracts and budgeted line items to see if this increase can be adjusted before the final levy is approved. The current operating levy being proposed brings the City's General Fund fund balance to 41%; this is within the parameters of the City's financial policy and guidelines and to what was outlined in the City's Strategic Plan.

The special debt levy decreased 5.0% from the 2025 levy. This is due to the City paying off some larger bonds for the 2015 infrastructure improvements in 2025 along with higher than anticipated interest income in the debt service funds. Staff reviews these cash flows annually

and adjusts the special debt levy accordingly. The City did issue bonds for the 2025 infrastructure improvements and equipment purchases earlier this year. That new levy is included in the numbers established in the preliminary special debt levy for 2026.

The overall net levy to taxpayers is estimated to increase from 2025 levels by 7.62%. With this preliminary levy amount, the City's tax rate increases slightly from 48.173% to 48.180%. With this tax rate, the average valued home in Waconia will see a 4.55% increase in their home's market value and a 5.07% (or estimated annual increase of \$103.23) in the City's portion of their annual tax bill.

A resolution is attached for consideration of the 2026 preliminary levy.

ATTACHMENTS:

1. Resolution No. 2025-226 Adopt 2026 Preliminary Levy
2. Financial Model 09-02-2025

FINANCIAL IMPLICATIONS:	ADVISORY BOARD RECOMMENDATIONS:
Funding Sources & Uses:	Planning Commission:
Budget Information:	Park Board:
_____ Budgeted	Personnel Committee:
_____ Non-Budgeted	Other:
_____ Amendment Required	

CITY OF WACONIA

RESOLUTION NO. 2025-226

**RESOLUTION APPROVING A PRELIMINARY TAX LEVY
COLLECTIBLE IN 2026**

BE IT RESOLVED, by the City Council, of the City of Waconia, County of Carver, Minnesota, that the following sum of money is proposed to be levied for the current year, collectible in 2026 upon the taxable property in said City of Waconia for the following purposes:

GENERAL LEVY:

General Fund	\$10,017,502
(Not including Local Government Aid (LGA) as determined by the Minnesota Department of Revenue)	
General Fund - Economic Development	\$50,000

SPECIAL LEVIES:

2015C Improvement-Public Works (Refunded 2007C)	\$363,500
2019A Improvement-City Hall (Refunded 2010A)	\$231,500
2016A Improvement-5 th St W/Maple St/Cherry St	\$129,900
2016 Lease –Construction of Baseball Grandstand	\$ 82,525
2017A Improvement-County Road 110/Community Dr/94 th St	\$561,828
2018A Improvement-2 nd St W/Cedar St	\$ 92,945
2019A Improvement-Waconia Parkway/Walnut St/Equipment Cert	\$ 28,950
2020A Improvement-Main St/Walnut St/3 rd St	\$167,108
2021A Improvement-Waconia Parkway South/East Frontage Road	\$308,648
2022A Improvement-3 rd /Maple St/Fire Station Construction	\$805,692
2023A Improvement-Main/Olive Street-Core Downtown Phase 1	\$318,335
2024A Improvement-Main/Olive Street-Core Downtown Phase 2	\$362,553
2025A Improvement-1 st /2 nd /Olive Street-Core Downtown Phase 3	\$443,631

TOTAL 2026 PRELIMINARY LEVY	\$13,964,617
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The City Treasurer is hereby authorized to transmit a certified copy of this Resolution to the County Auditor of Carver County, Minnesota.

Adopted by the City Council of the City of Waconia this 15th day of September 2025.

Tim Litfin, Mayor

ATTEST: _____
Jackie Schulze, Assistant City Administrator

WACONIA FINANCIAL MANAGEMENT PLAN
Updated: 9/2/2025

GENERAL FUND	2023 Actual	2024 Actual	2025 Budget	2026 Budget	2027 Forecast	2028 Forecast	2029 Forecast	2030 Forecast	2031 Forecast
REVENUE									
GENERAL PROPERTY TAX LEVY	6,490,575	7,808,162	8,881,784	10,017,502	10,518,377	11,044,296	11,475,023	11,922,549	12,387,529
Potential for Uncollectible Taxes	(13,873)	(17,249)	(88,818)	(100,175)	(105,184)	(110,443)	(229,500)	(238,451)	(247,751)
ECONOMIC DEVELOPMENT TAX LEVY	-	34,923	40,000	50,000	50,000	100,000	100,000	100,000	100,000
TRANSFERS IN - Enterprise & PEG	271,944	316,700	376,800	406,800	419,004	431,574	444,521	457,857	471,593
TRANSFERS IN - Committed Fund Balance - Econ Dvp/Public Safety	15,213	165,322	-	112,000	-	-	-	-	-
ADMINISTRATION, FINANCE, & TECH	852,216	893,244	730,816	758,657	781,417	804,859	829,005	853,875	879,491
PLANNING & INSPECTIONS	1,090,425	1,093,753	877,800	975,800	985,558	995,414	1,005,368	1,015,421	1,015,421
CENTRAL FACILITIES	81,350	89,464	83,123	83,123	85,617	88,185	90,831	93,556	96,362
FIRE	285,703	307,410	382,000	377,000	388,310	399,959	411,958	424,317	437,046
LAW ENFORCEMENT	753,155	241,868	302,881	309,959	319,258	328,836	338,701	348,862	359,327
STREETS	312,638	294,494	285,763	304,806	313,950	323,369	333,070	343,062	353,354
PARKS	23,781	49,804	12,200	15,200	15,656	16,126	16,609	17,108	17,621
RECREATION	9,313	11,654	9,800	10,725	11,047	11,378	11,719	12,071	12,433
TOTAL REVENUE	10,172,440	11,289,549	11,894,149	13,321,397	13,783,009	14,433,552	14,827,305	15,350,227	15,882,428
	11.5%	11.0%	14.1%	12.0%	3.5%	4.7%	2.7%	3.5%	3.5%
EXPENDITURES									
ADMINISTRATION, FINANCE, & TECH	1,929,195	2,205,758	2,552,430	2,847,914	2,961,831	3,080,304	3,203,516	3,331,657	3,464,923
PLANNING & INSPECTIONS	771,388	884,793	817,275	892,438	928,136	965,217	1,003,871	1,044,026	1,085,787
FIRE	754,003	909,354	988,699	1,038,983	1,080,542	1,123,764	1,168,715	1,215,463	1,264,082
LAW ENFORCEMENT & COMMUNITY SAFETY	1,059,386	1,308,574	1,500,766	1,526,244	1,587,294	1,650,786	1,716,817	1,785,490	1,856,909
STREETS	1,731,741	1,852,534	2,080,085	2,118,570	2,203,313	2,291,445	2,383,103	2,478,427	2,577,564
PARKS	934,297	1,068,112	1,215,023	1,350,881	1,404,916	1,461,113	1,519,557	1,580,340	1,643,553
RECREATION	86,220	74,933	94,800	94,460	98,238	102,168	106,255	110,505	114,925
CENTRAL FACILITIES	326,556	445,867	470,324	524,896	545,892	567,728	590,437	614,054	638,616
ECONOMIC DEVELOPMENT	15,000	5,000	30,000	172,000	178,880	186,035	193,477	201,216	209,264
TRANSFERS OUT - Committed Fund Balance - Econ Dvp/Public Safety	581,881	110,189	10,000	-	-	-	-	-	-
TRANSFERS OUT - Debt Service Tax Abatement	447,825	464,475	447,825	267,875	152,442	152,442	152,442	121,143	121,143
TRANSFERS OUT- Capital Equipment Support	325,000	440,000	650,000	675,000	750,000	900,000	850,000	900,000	950,000
TRANSFERS OUT- Safari Island Support	190,000	176,000	176,000	176,000	176,000	176,000	176,000	176,000	176,000
TRANSFERS OUT - Arena Support	530,000	543,800	566,800	570,800	570,800	164,050	164,050	164,050	164,050
TRANSFERS OUT - PIR Capital Support	535,000	425,000	545,000	725,000	800,000	900,000	900,000	1,000,000	1,100,000
TOTAL EXPENDITURES	10,199,492	10,914,389	12,145,027	12,981,061	13,428,284	14,021,095	14,428,239	14,722,370	15,366,817
Operating % Change	9.3%	7.0%	11.0%	6.9%	3.5%	4.3%	2.9%	2.0%	4.4%
INCREASE(DECREASE) IN FUND BALANCE	(27,052)	375,160	(250,878)	340,336	344,726	412,457	399,066	627,856	515,610
EFFECT on Fund Balance									
Fund Balance - January 1	3,780,787	3,753,735	4,128,895	3,878,017	4,218,353	4,563,079	4,975,536	5,374,601	6,002,458
Budgeted Increase(Decrease)	(27,052)	375,160	(250,878)	340,336	344,726	412,457	399,066	627,856	515,610
Projected Fund Balance - December 31	3,753,735	4,128,895	3,878,017	4,218,353	4,563,079	4,975,536	5,374,601	6,002,458	6,518,068
% of Operating	50%	47%	40%	41%	42%	44%	46%	49%	52%
GENERAL OPERATING LEVY	6,490,575	7,843,085	8,921,784	10,067,502	10,568,377	11,144,296	11,575,023	12,022,549	12,487,529
% Change	8.1%	20.8%	13.8%	12.8%	5.0%	5.4%	3.9%	3.9%	3.9%
SPECIAL DEBT LEVY	3,732,515	3,801,394	4,090,910	3,897,115	3,619,233	2,913,012	2,923,290	2,924,720	2,833,296
% Change	19.1%	1.8%	7.1%	-5.0%	-7.7%	-24.2%	0.4%	0.0%	-3.2%
SPECIAL LEVY FOR INFRASTRUCTURE/EQUIPMENT	0	0	0	0	792,331	1,688,392	4,467,578	4,467,578	4,467,578
PROPOSED OVERALL TAX LEVY	10,223,089	11,644,479	13,012,694	13,964,617	14,979,941	15,745,700	18,965,891	19,414,847	19,788,402
LESS FISCAL DISPARITIES	990,589	918,979	1,121,794	1,167,536	1,167,536	1,167,536	1,167,536	1,167,536	1,167,536
NET LEVY TO TAXPAYERS	9,232,500	10,725,500	11,890,900	12,797,081	13,812,405	14,578,164	17,798,355	18,247,311	18,620,866
Overall Levy % Change	15.84%	16.17%	10.86%	7.62%	7.93%	5.54%	22.09%	2.52%	2.05%
TAXABLE MARKET VALUE	2,130,609,500	2,269,764,200	2,360,909,500	2,535,161,671	2,597,539,171	2,640,825,241	2,685,317,173	2,731,049,752	2,778,058,785
Change in Market Value	21.61%	6.13%	3.86%	6.87%	2.40%	1.64%	1.66%	1.67%	1.69%
EXISTING TAX CAPACITY	24,264,958	26,048,540	27,126,095	29,137,233	30,011,350	30,911,690	31,839,041	32,794,212	33,778,039
MWF/Cherry Street TIF Capacity reduction	162,252	190,419	259,176	291,501	100,000	100,000	100,000	100,000	100,000
TAX CAPACITY Revisions from MV Changes	-1,748,340	-1,905,276	-2,183,373	-2,285,002	-2,353,552	-2,424,159	-2,496,883	-2,571,790	-2,648,944
NET TOTAL TAX CAPACITY	22,354,366	23,952,845	24,683,546	26,560,730	27,557,798	28,367,856	29,242,158	30,122,423	31,029,095
Tax Capacity Change	29.46%	7.15%	3.05%	7.61%	3.75%	2.94%	3.08%	3.01%	3.01%
TAX RATE ON TAX CAPACITY	41.301%	44.778%	48.173%	48.180%	50.122%	51.390%	60.865%	60.577%	60.011%
TAX RATE % CHANGE	-4.86%	3.48%	3.40%	0.01%	1.94%	1.27%	9.48%	-0.29%	-0.57%
Average Valued Home	\$ 418,500	\$ 426,000	\$ 430,700	\$ 450,300	\$ 463,809	\$ 477,723	\$ 492,055	\$ 506,817	\$ 522,021
Average Valued Home with Market Value Exclusion	\$ 418,500	\$ 426,000	\$ 422,913	\$ 444,277	\$ 463,809	\$ 477,723	\$ 492,055	\$ 506,817	\$ 522,021
Estimated Annual City Portion of Tax Bill	\$ 1,728.43	\$ 1,907.54	\$ 2,037.32	\$ 2,140.55	\$ 2,324.68	\$ 2,455.01	\$ 2,994.91	\$ 3,070.15	\$ 3,132.70
Amount Increase or (Decrease)	\$ 217.68	\$ 179.11	\$ 129.78	\$ 103.23	\$ 184.14	\$ 130.32	\$ 539.91	\$ 75.24	\$ 62.55
Percent Increase or (Decrease)	14.41%	10.36%	6.80%	5.07%	8.60%	5.61%	21.99%	2.51%	2.04%



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	September 15, 2025		
Item Name:	9.2. Ordering Improvements for the 2026 Downtown Phase 4 Reconstruction Project		
Originating Dept:	Public Services		
Presented By:	Jon Haukaas		
Previous Council Action:	Adopt Resolution No. 2025-203 Receiving Feasibility Report & Calling Hearing on Improvements		
Item Type:	Regular Session		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED: Adopt Resolution No. 2025-227 Ordering Improvements & Preparation of Plans EXPLANATION OF AGENDA ITEM: The next step in the process of completion of the 2026 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 from Olive Street S to Spruce St S • Elm St S from First Street to Second Street • Pine St S from First Street to Second Street • Second Street W from Elm Street to Pine Street Staff recommends adoption of the Resolution Ordering the Improvement and Preparation of Final Design & Plans.			
ATTACHMENTS: 1. Resolution No. 2025-227 Order Improvements and Preatation of Plans			
FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses:		Planning Commission:	
Budget Information:		Park Board:	
☒ Budgeted ☐ Non-Budgeted ☐ Amendment Required		Personnel Committee:	
		Other:	

CITY OF WACONIA
RESOLUTION NO. 2025-227
RESOLUTION ORDERING IMPROVEMENTS
& PREPARATION OF PLANS

WHEREAS, a resolution of the City Council adopted August 18th, 2025, fixed a date for a Public Hearing on the proposed Downtown Reconstruction, Phase 4 Project; a project consisting of street, sidewalk, parking, drainage, and utility improvements to the following:

- First Street West from Olive Street to Elm Street
- First Street East from Elm Street to Spruce Street
- Elm Street South from First Street to Second Street
- Pine Street South from First Street to Second Street
- Second Street East from Elm Street to Pine Street

WHEREAS, ten days' mailed notice and two weeks' published notice of the Public Hearing was given, and the hearing was held thereon on the 15th day of September 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 improvement is hereby ordered as proposed in the City Council Resolution adopted on the 15th day of September 2025.
3. The City 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 15th day of September 2025.

Tim Litfin, Mayor

Attest: _____
Jackie Schulze, Assistant City Administrator