

CITY OF WACONIA
APRIL 21, 2025

1. CALL MEETING TO ORDER AND ROLL CALL

Pursuant to due call and notice thereof, the regular meeting of the City Council of the City of Waconia was called to order by Mayor Litfin at 6:00 PM.

The following Council Members were present: Mayor Litfin, Council Member Gleason, Council Member Grengs, Council Member Siddons

The following Council Members were absent: Council Member Jacob Coleman

The following staff were present: Shane Fineran, Jackie Schulze, Nicole Meyer, Lane Braaten, Dan Montague, Mike Dressel, Justin Sorensen, Nevin Waldron, Jon Haukaas, Abdi Sahal, and City Attorney Mike Melchert.

2. PLEDGE OF ALLEGIANCE

3. PROCLAMATIONS

1) Proclamation Declaring April 30, 2025, Therapy Animal Day

Mayor Litfin read the Proclamation declaring April 2025, Therapy Animal Day.

4. ADOPT AGENDA

Motion to Approve the Consent Agenda as Published made by Council Member Grengs, seconded by Council Member Siddons.

MOTION CARRIED.

5. PUBLIC HEARING

6. VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE

Doug Krohn - Don't Worry be Hoppy 5K, 10K, and Family Fun Run Event. Doug Krohn is the race director of this marathon event. This is the 11th year of the run and will be held on May 31, 2025, with the 10K starting at 9:30, the 5K starting at 10:00, and the Family Fun Run starting at 11:00. This event will correspond with the Rodeo Event. As of April 21st, there are 150 registrants with 450 expected participants. To register for the runs, go to Don't Worry Be Hoppy on Facebook. All proceeds will go to the Disrupted Gene Foundation.

Dan Cook, 941 Firesteed Ridge, requesting City Council action on Forest Ridge Sidewalk Snow Removal. The request is for the City to remove the snow on the sidewalk abutting the Forest Ridge HOA property when maintaining the City-owned portion of the sidewalk.

This stretch of sidewalk sees heavy traffic with children going back and forth to school,

dog walkers and others. Currently, the Homeowners Association (HOA) hires a service to plow the snow at each 2" occurrence, with the sidewalk section by the apartment not being plowed at any snowfall. The ForestRidge HOA understands the City Ordinance on this request; however feels the best use of resources would be for the City to maintain the sidewalks for snowfalls under two inches. The HOA understands the role of the City but would like to see the City act as the unifying force to connect the sidewalk issues and believes the City and HOA need to work together to solve this problem, especially as HOAs across the state are trending and growing.

Mayor Litfin stated this request for action will be put under advisement and will be discussed at an upcoming Council Work Session.

Shane Fineran, City Administrator, provided background to this request, stating that in 2023 the City Council made significant changes to the City's Ice and Snow Maintenance and Management Policy. City Ordinance requires the abutting property owners to maintain the ice and snow control.

Mayor Litfin acknowledged the attendance of Boy Scout Troop #3327

7. ADOPT CONSENT AGENDA

- 1) April 7, 2025, City Council Minutes**
- 2) April 21, 2025 Expenditures**
- 3) Rink Management Services Corporation Waconia Ice Arena Expenditures Incurred March 2025**
- 4) Rink Management Services Corporation Safari Island Community Center Expenditures Incurred March 2025**
- 5) Lodging Tax Fund Request - Waconia Convention & Visitors Bureau (CVB)**
- 6) Contractor Pay Request - Well #9 to Traut Companies #1**
- 7) Hydraulic Snowblower for Wheel Loader – Capital Equipment Project No. 638**
- 8) Accepting Cash Donations for Fire Safety and Prevention Efforts and Approving Pass Thru to the National Fire Safety Council**
- 9) Consent to Contract Transfer to Sports Facilities Companies**
- 10) Paddle Craft Lease at Cedar Point Park**
- 11) Solid Waste Reduction Grant Agreement with Carver County**
- 12) Special Event Permit - O2B Kids Waconia Summer Kickoff**
- 13) Special Event Permit - Waconia Band Practice and Park Performance**

Motion to Adopt the Consent Agenda and Pulling Agenda Item #7.9 Contract Transfer to Sports Facilities made by Council Member Siddons, seconded by Council Member Grengs.

MOTION CARRIED.

8. COUNCIL BUSINESS

1) Notice of Intent to Accept Applications for Cable Franchise

Jackie Schulze, Assistant City Administrator, gave a background in cable franchises, with MediaCom being the only one in the City. A franchise agreement allows a company to use public right-of-way to provide service to residents and businesses.

The City received a request from Comcast to establish a cable franchise within the City that would only include television services. The State established the process for city's considering cable franchises by authorizing and publishing the Notice of Intent, a 20-day application period, notice of intent to interested parties, agreements negotiation, public hearing, and back to Council for consideration.

The proposed timeline will be

04-21-25 approve the notice of intent and call the public hearing for 06-02-25.

05-01-25 First notice published

05-08-20 Second notice published

05-21-25 Application deadline

06-02-25 Public Hearing

06-16-25 Franchise Approval

As per the City fee schedule, there is a \$5,000 application fee and an additional \$5,000 escrow required with approval of an agreement.

Motion to Authorize Publication of Notice and call for a Public Hearing made by Council Member Gleason, seconded by Council Member Grengs.

MOTION CARRIED.

2) Direct the Preparation of Plans and Specifications and Authorize Advertisement for Bids of the 2025 Pavement Management Plan Mill & Overlay Project CIP No. 131

Jon Haukaas gave a brief description of this project. This is a request to proceed with the mill and over program with the pavement management program (PMP).

The full plan will be presented later this summer. Based on formulas, staff gave each area a rating to facilitate prioritizing the project areas. In 2023, staff reviewed options and provided pavement condition ratings used for project prioritization. In 2024, staff utilized Road AI for consistent rating of the roads. Staff will be moving away from seal coating and instead will be implementing Pavement Sealants which absorb into asphalt concrete pavement, restore reactive components lost from natural oxidation, and prevent moisture intrusion. After review of the City, staff recommends the Sterling Hill and Sierra for the 2025 Mill and Overlay.

Mayor Litfin confirmed that this project does not include Wildcat Way or the east side of downtown.

The tentative schedule will be

05-25 Final Design and preparation of plans and specifications

05-25 Public outreach to benefiting neighborhoods

06-25 Advertise the project and open bids

07-25 Award construction contract at a Council meeting
08-25 Completion of submittals, contracts, and insurance
Fall of 2025 Construction

Motion to Adopt Resolution No. 2025-123 Authorizing the Preparation of Plans and Spec and Authorize Bids made by Council Member Grengs, seconded by Council Member Gleason.

MOTION CARRIED.

3) Ordinance Amendment - Dynamic Signage

Abdi Sahal, Assistant Planner Community Development. In 2024, the Council requested staff to review the timing on dynamic signs. Dynamic signs automatically change messages and can distract drivers, increasing the risk of accidents. It is important to determine the correct duration for these signs as it is crucial to avoid unnecessary distraction while ensuring drivers have enough time to read the message. Since that meeting, the Planning Commission has held a work session and open house for discussion and requested staff to review the timing in neighboring cities. This information is included in the packet. At this time, the City of Waconia display changes no more than once every 10 minutes. If the Council passes the change in the zoning code, all Waconia businesses will be notified.

Motion to Adopt Ordinance No. 781 Amending Section 900.10, Subd 2 made by Council Member Gleason, seconded by Council Member Siddons.

MOTION CARRIED.

Motion to Adopt Resolution No. 2025-125 Summary Publication of Ordinance No. 781 made by Council Member Gleason, seconded by Council Member Grengs

MOTION CARRIED

9. ITEMS REMOVED FROM CONSENT AGENDA

Mayor Litfin requested removing Agenda Item #7.9 Consent to Contract Transfer to Sports Facilities Companies for public awareness.

Shane Fineran reported that the City has a contract with Rink Management Services for the management and operations of the Safari Island Community Center, the Waconia Ice Arena, and the Senior Center. The contract has been acquired by the Sports Facilities Companies. Pursuant to the terms of the Agreements, the City's consent is required in connection with the assignment of the Agreements to Sports Facilities. The Council met with Sports Facilities Companies representatives in a work session on April 7, 2025, to learn more about the company and the services they provide. The terms of the existing service contract and fee structure are not changing with the assignment of the contract and local staff will remain in place in the interim. There are no charges or fees to the City as

this is just a change in the contract ownership.

Motion to Approve Consent to the Assignment of Rink Management Agreement to Sports Facilities Companies made by Council Member Siddons, seconded by Council Member Grengs.

MOTION CARRIED.

10. STAFF REPORTS

Shane Fineran reported on the Strategic Planning Session which updates the City's strategic Plan for 2022 through 2025. Discussing and working toward the City's priorities, goals, and outcomes that previous Councils have set. More work is needed in terms of developing targets and various strategic initiatives to achieve the desired outcomes, and to meet the priorities set by Council. Looking out to 2028, the strategic priorities are to strengthen financial resilience, sustain and improve infrastructure systems, promote economic development, re-imagine community recreation, and expand community engagement.

11. BOARD REPORTS

1) Councilmember Siddons

Nothing to report

2) Councilmember Coleman

Absent

3) Councilmember Gleason

Nothing to report

4) Councilmember Grengs

Nothing to report

5) Mayor Litfin

The Downtown Reconstruction Phase 3 began today and the Mayor is encouraging patience and gratitude. This project is a necessary inconvenience and staff will be looking into more immediate parking. Also requesting staff to add to the next Council's agenda the City reclaiming the drop-off area in front of the Waconia Movie Theater

April 9th Attended and presented City updates to approximately 25 residents at Westview Acres

April 9th Southview Elementary School. The 3rd grade students presented their sustainability projects.

April 9th Attended the ribbon-cutting ceremony at the newly remodeled McDonald's Restaurant

April 11th Attended the Southwest Transportation Coalition Meeting in Waconia with an update on upcoming projects.

12. ANNOUNCEMENTS

Shane Fineran announced the 2025 yard waste calendar is on the City website. The City receives approximately \$17,000 in grant dollars for this service.

The drop-off site is at 310 East 10th Street and directs residents to visit the City website for specific dates, times, and fees.

Jackie Schulze stated the 2025 Summer Music series starts soon:

June 3 12th, Traveled Ground at Elm Street between Main and 1st

June 26th, Bob the Beachcomber at City Square Park

July 11th The Bazillions at Waterford Park

July 31st, Emerson Avenue Band, at Main Street between Vine and Olive

August 14th, Mike Bustin, at 1st Street between Vine and Olive

August 5th LP and the 45s at City Square Park and for National Night Out

13. ADJOURN REGULAR MEETING

Motion to Adjourn the April 21, 2025, Council Meeting at 7:45 p.m. made by Council Member Grengs, seconded by Council Member Siddons.

MOTION CARRIED.

WORK SESSION: 2024 PRELIMINARY AUDIT, SAFARI ISLAND AND RECREATION FACILITIES DISCUSSION

UPCOMING CALENDAR OF EVENTS/MEETINGS:

Tim Litfin, Mayor

ATTEST: _____
Sue Schwalbe, Administrative Specialist