

**CITY OF WACONIA
NOVEMBER 3, 2025**

1. CALL MEETING TO ORDER AND ROLL CALL

Mayor Litfin called the City of Waconia November 3, 2025, Council meeting to order at 6:00 p.m with Council Member Gleason absent.

2. PLEDGE OF ALLEGIANCE

Mayor Litfin led all in the Pledge of Allegiance.

3. PROCLAMATIONS

None

4. ADOPT AGENDA

Motion to adopt the agenda as published made by Council Member Coleman, seconded by Council Member Grengs.

MOTION CARRIED.

5. PUBLIC HEARING

None

6. OPEN FORUM

Mayor Litfin read the rules and policy of the open forum.

Adam Solseth, 1249 Night Trail. Addressed the Council regarding the City Franchise Fee referenced in the most recent City newsletter. He asked the City Council not to implement the franchise fee, stating that he believes this funding mechanism lacks transparency. He asserted that the City should continue to rely primarily on property taxes and property tax assessments for revenue. He also expressed concern that most residents will not notice the additional charge on their utility bill and may be unaware that the fee is collected by the City. In addition, he stated that he does not support the concept of a perpetual fee that could be increased annually, noting that open-ended fees embedded within utility bills are not advisable.

7. COMMUNITY INTEREST PRESENTATIONS

Mark Metz, Carver County Attorney, presented an overview of the 2026 Prosecution Contract. He stated that the Carver County Attorney's Office provides prosecution services

for ten of the eleven cities in the County, with Chanhassen as the only exception. Participating municipalities are assessed a quarterly surcharge based on each city's three-year average caseload. The surcharge incorporates a 3.5% County personnel cost allowance and reflects a reduction in County Cost Allocation. Waconia represents approximately 23% of the overall caseload, with a three-year average of 175 cases. These cases include traffic offenses, DUIs, misdemeanors, thefts, assaults, and gross misdemeanors. Mr. Metz noted a County-wide upward trend in crime, with a marked increase in DUI incidents. He also reported that the office employs two victim witness coordinators who assist victims throughout the judicial process. The 2026 contract reflects an increase of \$2,652.58. Mr. Metz additionally highlighted the role of the County's treatment courts, an alternative court model emphasizing intensive services and accountability.

8. ADOPT CONSENT AGENDA

- 1) October 20, 2025, Council Minutes**
- 2) Approve November 3, 2025 Expenditures**
- 3) Contractor Pay Request - Downtown Reconstruction Phase 3 to GMH Asphalt Corporation #6**
- 4) Well #9 Pay Request #3 with Traut Companies**
- 5) Statewide Volunteer Firefighter Plan Pension Benefit**
- 6) Accepting Cash & Non-Cash Donations for Operations of the Fire Department**
- 7) Accept Proposal for Modified Phase 1 Environmental Site Assessment for TH 5 Phase 2 Corridor Improvements**
- 8) Approve Change Orders 1 & 2 to Geotechnical Exploration Contract for TH5 Phase 2 Corridor Improvements**
- 9) 2026 GIS Analyst Shared Position Agreement with Carver County**
- 10) Approving 2026 Solid Waste Reduction Grant Application**
- 11) Waconia Parkway South Speed Limit Changes**
- 12) Approve Low Potency Hemp Edible Retail Applications**
- 13) Temporary On-Sale Liquor License**
- 14) Special Event Permit - Lola's Lake House 10K**
- 15) 2026 Prosecution Contract**

Mayor Litfin requested the removal of
Consent Agenda 8.11 *Adopt Resolution No. 2025-260 directing Staff to change the speed limit signs on Waconia Parkway South.*

Motion to adopt the consent agenda as published was made by Council Member Grengs, seconded by Council Member Coleman with removing Consent Agenda Item 8.11.

MOTION CARRIED.

9. COUNCIL BUSINESS

1) Adopt 2025 Pavement Management Plan Update

Jon Haukaas, Public Services Director, stated that the City continues to prioritize the preservation of high-quality infrastructure. Ongoing property maintenance and the repair of City streets and utilities are essential to ensuring these assets remain in good condition for residents and visitors. This work not only enhances quality of life but also strengthens the City's appeal to visitors, prospective residents, and potential investors.

The Pavement Management Plan (PMP) outlines proposed street repair and replacement projects over the next ten years. Its purpose is to establish a systematic method for assessing pavement conditions and to provide a planning framework for annual maintenance and repair activities. The PMP enables the City to plan proactively, allocate funding equitably, and utilize tax dollars as effectively and efficiently as possible. The plan is intended to function as a flexible guide that can adapt to changing conditions and priorities. It continues past planning efforts and is intended to provide clarity on upcoming infrastructure needs.

In recent years, staff and the City's engineering consultants have collected extensive data on the condition of Waconia's streets. The City recently contracted with Vaisala to complete a new pavement evaluation leveraging artificial intelligence-based road-rating analytics. Vaisala collects video data and uses artificial intelligence to assign a Pavement Condition Index (PCI) value to each roadway segment. These data are integrated with the City's Cartegraph Asset Management System, allowing staff to utilize existing software tools and maintain established workflow processes.

Vaisala's data were collected in 2024 and processed in 2025. Based on the initial assessment, the City's 2025 overall weighted PCI value is 61.5. The PMP defines a ten-year program covering 2026 through 2035, with individual projects reviewed and approved by the City Council each year.

The Mayor and Council thanked Mr. Haukaas and his staff for their work and for effectively prioritizing projects. Mayor Litfin continued by expressing appreciation for the completion of Wildcat Way, mill and overlay in the Sierra Development, the roundabout project, and the Downtown Reconstruction Phase 3, noting that each represented a significant project and major accomplishment for the City. Mr. Haukaas updated the Council on all current projects, with most of the projects just needing final cleanup stages.

Motion to Adopt Resolution No. 2025-264 accepting the 2025 Pavement Management Plan made by Council Member Siddons, seconded by Council Member Grengs.
MOTION CARRIED.

10. ITEMS REMOVED FROM CONSENT AGENDA

Mayor Litfin requested consent agenda Item 8.11 Waconia Parkway South Speed Limit Changes be removed from the consent agenda for discussion.

Jon Haukaas provided the Council with background as to speed limits, stating the operating speed is the speed drivers choose to operate on the roadway. MnDOT holds the authority to establish speed limits on nearly all roads in Minnesota. Studies have shown that speed limits do not control speed. It is what is appropriate for that roadway for what people feel their environment is for their speed

The City requested MnDOT to conduct a speed study on Waconia Parkway South between Highway 5 and County Road 10 in response to speed-related concerns. The installation of a roundabout at Waconia Parkway South and Pond Lane/Wildflower Way in 2021, a traffic signal at Waconia Parkway South and Oak Avenue in 2022, and continued adjacent development have altered traffic patterns along this corridor. The report indicated that the 50th percentile speed is 40 mph on Waconia Parkway South, which is the reasonable, credible speed. MnDOT looks at the 85th percentile speed, which is at 45 mph so that is a reasonable and credible speed. Also, this roadway carries approximately 7,000 vehicles per day, which makes it a major arterial collective road for the City.

MnDOT has completed its study and recommends the following speed limits for Waconia Parkway South based on its investigation and measured 85th-percentile speeds:

- From County Road 10 to the intersection with Heather Lane: **45 mph**
- From the intersection with Heather Lane to Highway 5: **35 mph**

Motion to adopt Resolution No. 2025-260 directing staff to change the speed limit signs on Waconia Parkway South made by Council member Siddons, seconded by Council Member Grengs.

MOTION CARRIED.

Mr. Haukaas further explained that, due to the long timelines associated with MnDOT-led speed reviews, the State amended speed-setting authority in 2019. Under the revised statute, cities may establish speed limits on city-owned streets if they meet specified criteria, including development of formal procedures grounded in safety, engineering, and traffic analysis. Any changes must be implemented in a consistent and understandable manner across the local roadway network. Staff proposes developing the required policy framework for Council consideration in 2026. Costs would include consultant services and staff time. Other Minnesota cities undertaking similar work have incurred expenses of approximately \$50,000.

11. REPORTS/EMERGING ISSUES

None

12. BOARD REPORTS

1) Staff Reports

None

2) Councilmember Siddons

Nothing to report.

3) Councilmember Coleman

Nothing to report.

4) Councilmember Gleason

Nothing to report.

5) Councilmember Grengs

Nothing to report.

6) Mayor Litfin

The Mayor stated the following:

- On October 23rd, the City of Waconia hosted a House Bonding Tour with legislators, guests, and staff. A special thank you to State Representative Jim Nash for attending.
- On October 27th, the Mayor attended the Waconia Fire Department monthly meeting and thanked all the dedicated staff in the department.
- On October 30, the Mayor attended the Mayor's Youth Advisory Committee meeting. The group has completed a survey on the City of Waconia and will present their findings at the December 1, 2025, Council Meeting.
- On October 30th, the Mayor attended the Senior Center Halloween party with over 30 attending.

13. ANNOUNCEMENTS

None.

14. CLOSED SESSION

Motion to Grengs second by Coleman

MOTION CARRIED.

1) Closed Session - The City Council will meet in closed session pursuant to Minn. Stat. 13.05, subd. 3(c)(3)

Mayor Litfin stated the Council will meet in closed session pursuant to Minnesota

Statute 13.05 subd. 3C to consider the sale of real property at 401 13th Street East in Waconia.

Motion to adjourn to closed session was made by Council Member Grengs, seconded by Council Member Coleman.

MOTION CARRIED.

15. ADJOURN REGULAR MEETING

Motion to adjourn the November 3, 2025, Waconia City Council meeting at 7:10 p.m. was made by Council Member Coleman, seconded by Council Member Grengs.

MOTION CARRIED.

WORK SESSION: 2026 CAPITAL INVESTMENT PLAN

UPCOMING CALENDAR OF EVENTS/MEETINGS:

Tim Litfin, Mayor

ATTEST: _____
Sue Schwalbe, Administrative Specialist