

WACONIA CITY COUNCIL REGULAR MEETING AGENDA



**Monday, December 22, 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**
 - 1) Public Information Meeting - Franchise Fees**

Motion to Open the Public Hearing

Motion to Close the Public Hearing

Public Information Meeting - Franchise Fees & Proposed Ordinance Changes
 - 2) 2025 Fee Schedule Ordinance Amendment**

Motion to Open the Public Hearing

Motion to Close the Public Hearing

Motion to Adopt Ordinance No. 785 Amending Chapter 1100 of the Waconia City Code Related to Permits, Licenses, and Fees and to Authorize Summary Publication.

Motion to Adopt Resolution No. 2025-283 Summary Publication of Ordinance No. 785.

6. OPEN FORUM

7. COMMUNITY INTEREST PRESENTATIONS

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) Approve the December 1, 2025, City Council Minutes

2) Approve December 22, 2025 Expenditures

3) Safari Island Community Center Expenditures from Sports Facilities Companies Incurred November 2025

Motion to Approve Safari Island Community Center Expenditures from Sports Facilities Companies Incurred November 2025

4) Ice Arena Expenditures from Sports Facilities Companies Incurred November 2025

Motion to Approve Ice Arena Expenditures from Sports Facilities Companies Incurred November 2025

5) Water Treatment Plant 3 Change Order No 2 - Flow Control Piping

Adopt Resolution No. 2025-284 Approving Change Order 2 for WTP3 Flow Control Piping

6) Authorize Staff to Solicit Pricing for Street Lighting Equipment - 2026 Downtown Street Reconstruction Phase 4

Adopt Resolution No. 2025-285 Authorize Bid for Lighting Equipment

7) Authorize Staff to Solicit Pricing for 2026 Capital Projects and Equipment Acquisitions

Adopt Resolution No. 2025-286 Authorizing Staff to Solicit Pricing for 2026 Capital Projects and Equipment Acquisitions

8) Ordinance Amending Chapter 320 - Streets, Sidewalks, and other Public Spaces; the "Right-of-Way Ordinance"

Adopt Ordinance No. 786 Amending Section 320 of the City Code Regarding Streets,

Sidewalks, and other Public Spaces

Adopt Resolution No. 2025-287 Approving Summary Publication of Ordinance No. 786.

9) Appointment of Utility Maintenance Worker

Adopt Resolution No. 2025-288 Appointment of Utility Maintenance Worker

10) Donation and Approve Pass Thru Recommendation - Waconia Fire Relief Association

Adopt Resolution No. 2025-289 Accepting Donation and Approving Pass Through Recommendation from Waconia Fire Relief Association

11) Sale or Disposal of Surplus Equipment

Adopt Resolution No. 2025-290 Approving Surplus Equipment and Sale

12) Approve Investment Portfolio Diversification Due to Unspent Bond Proceeds - Fiscal Year End 2025

Adopt Resolution No. 2025-291 Approving Investment Portfolio Diversification Due to Unspent Bond Proceeds - Fiscal Year End 2025

13) Minnesota Department of Health Source Water Protection Plan Grant Application

Adopt Resolution No. 2025-292 Authorizing Minnesota Department of Health Source Water Protection Plan Grant Application

14) 2026 Law Enforcement Contract

Adopt Resolution No. 2025-293 Approving the 2026 Law Enforcement Contract

15) 2026 Joint Assessment Contract

Adopt Resolution No. 2025-294 Approving Service Agreement for Joint Assessment

16) Approve Retrofit Lighting Projects at Public Services & City Hall Facilities with Choice Electric

Adopt Resolution No. 2025-295 Approving Retrofit Lighting Project with Choice Electric at Public Services & City Hall Facilities

17) Approve Asset Management Expert Services Agreement - OpenGov Asset Management System

Adopt Resolution No. 2025-296 Approving Asset Management Expert Services with OpenGov

18) Electrical Room Mini-Split at Water Treatment Plant Replacement

Adopt Resolution No. 2025-297 Approving Electrical Room Mini-Split Replacement at Water Treatment Plant

19) Amendment to the City's Financial Policy and Guidelines

Adopt Resolution 2025-298 Amending the City of Waconia Financial Policy and Guidelines

20) Purchase Agreement with 10401 BRE GROUP LLC for 401 13th Street East

Adopt Resolution No. 2025-299 approving the purchase agreement with 10401 BRE GROUP LLC for the property located at 401 13th Street East.

21) Authorize Request For Proposals — Small Area Plan for 801 Highway 284

Motion to authorize staff solicit proposals for a small area plan for the property

located at 801 Highway 284.

22) Steep Slope Permit - 25 Lake Street East

Adopt Resolution No. 2025-300 approving the Steep Slope Permit for the property located at 25 Lake Street East.

23) Park Board Appointments

Adopt Resolution No. 2025-301 Appointing Park Board Members

24) Accept Community Growth Partnership Initiative Grant Proceeds - Carver County CDA

Adopt Resolution No. 2025-302 Accepting Community Growth Partnership Initiative Grant Proceeds from the Carver County CDA

25) Accept Contamination Clean-up and Investigation Grant Proceeds from Minnesota Department of Employment and Economic Development

Adopt Resolution No. 2025-303 Accepting Community Growth Partnership Initiative Grant Proceeds from the Carver County CDA

26) Tobacco License Application Renewals

Adopt Resolution No. 2025-304 Approving Tobacco License Applications

27) Liquor License Application Renewals

Adopt Resolution No. 2025-305 Approving Liquor License Applications from February 1, 2026 through January 31, 2027.

28) Waste Hauler and Recycle Hauler Application Renewals

Adopt Resolution No. 2025-306 Approving Waste Hauler and Recycle Hauler Licenses

9. COUNCIL BUSINESS

1) Amend City Code Section 200.09 Changing Mayor and City Council Salaries

Approve Ordinance No. 787, Amendment Chapter 200.09 of City Code pertaining to City Council and Mayoral Salaries

2) Approve Final Tax Levy Collectable in 2026

Adopt Resolution No. 2025-307 Approving the Final Tax Levy Collectible for 2026

3) Adopt 2026 Final Budget

Adopt Resolution No. 2025-308 Adopting 2026 Budget for all General, Enterprise, Special Revenue, Capital Project, and Debt Service Funds

10. ITEMS REMOVED FROM CONSENT AGENDA

11. STAFF REPORTS

12. BOARD REPORTS

1) Staff Reports

a. Law Enforcement Update, Sgt. Jon Howard

2) Councilmember Siddons

- 3) **Councilmember Coleman**
- 4) **Councilmember Gleason**
- 5) **Councilmember Grengs**
- 6) **Mayor Litfin**

- a. Summary of December 8th, 2025 Closed Session to Evaluate the Performance of Shane Fineran, City Administrator

13. ANNOUNCEMENTS

14. ADJOURN REGULAR MEETING

**OFFICE OF THE CITY ADMINISTRATOR
Shane Fineran**

WORK SESSION: ON STREET PARKING REGULATIONS, COUNCIL TRAVEL STIPEND, CITY ADMINISTRATOR 2026 GOALS

UPCOMING CALENDAR OF EVENTS/MEETINGS: