

**CITY OF WACONIA  
DECEMBER 1, 2025**

**1. CALL MEETING TO ORDER AND ROLL CALL**

Mayor Litfin called the City of Waconia December 1, 2025, Council meeting to order at 6:00 p.m. with Council Member Coleman absent.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by the Waconia Mayor's Youth Advisory Council.

**3. PROCLAMATIONS**

None.

**4. ADOPT AGENDA**

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

**MOTION CARRIED.**

**5. PUBLIC HEARING**

None.

**6. OPEN FORUM**

None.

**7. COMMUNITY INTEREST PRESENTATIONS**

**1) Student Survey Results - Waconia Mayor's Youth Advisory Council**

Waconia Youth Mayoral Advisory Council (WYMAC) Presentation. Tallulah Kovaleski, Kendall Tyhurst, Oscar Butler, Colette Newman, Mara Ryan, and Reidun Trostad presented an update on the Waconia Youth Mayoral Advisory Council. The group meets every two weeks with Mayor Litfin to discuss and recommend ideas for positive change in Waconia from a students' perspective. WYMAC's goals include increasing student awareness of community events and fostering open dialogue between students, the City Council, and the School Board.

WYMAC's first major project was a school-wide survey conducted in October, which received approximately 400 responses. Highlights from the survey include:

- Best amenities in Waconia: Lake Waconia and local restaurants
- Amenities students would like added: More family restaurants and a dog park
- Evening safety: 95% of students feel safe in the evenings
- City growth: 58.9% feel Waconia is growing “just right”
- Vehicle speed concerns: 90.5% reported no concerns
- Trails: About half indicated trails are important, with one-third stating the City needs more
- Access to City decision-making information: Split evenly between wanting more information and feeling the City provides enough
- Participation in local events: Carver County Fair (85%); Nickle Dickle Day (75%)
- Pride in living in Waconia: 82% feel proud to live in Waconia, citing safety
- Interest in additional WYMAC information: Split approximately 50/50

The City Council thanked the students for their presentation and noted that the information is valuable and will be taken into consideration moving forward.

## **8. ADOPT CONSENT AGENDA**

- 1) City Council Minutes November 8, 2025**
- 2) Approve December 1, 2025 Expenditures**
- 3) Lodging Tax Fund Request - Waconia Convention & Visitors Bureau (CVB)**
- 4) Contractor Pay Request - Water Treatment Facility Piping Modifications to Municipal Builders #11**
- 5) Contractor Pay Request - Wildcat Way Reconstruction Pay Request to GMH Asphalt Corporation #2**
- 6) Contractor Pay Request - Downtown Reconstruction Phase 2 to W.M. Mueller & Sons #8-Final**
- 7) Firefighter Resignation**
- 8) Waconia Fire Department Officer Appointments**
- 9) Approve License Agreement with Urban SDK for Speed Data Collection**
- 10) Authorization to Apply for Grant Funds**
- 11) Approve Exempt Permit Application for a Raffle from the Waconia Hockey Association**

**12) Tobacco License Application**

**13) Liquor License Applications — SKGK Ventures LLC, DBA Colony Plaza Inc.**

Mayor Litfin requested the removal of:

Consent Agenda 8.9 *Approve License Agreement with Urban SDK for Speed Data Collection*

Consent Agenda 8.10 *Authorization to Apply for Grant Funds*

Motion to approve the consent agenda as published was made by Council Member Siddons seconded by Council Member Gleason with removing Consent Agenda Items 8.9 and 8.10.

**MOTION CARRIED.**

**9. COUNCIL BUSINESS**

**1) 2026 Budget & Levy Presentation**

Finance Director Nicole Meyer presented the summary of the final 2026 Budget and Levy. She reviewed the annual budget development process, including the timeline for operating budgets, department budgets, and enterprise funds. From February through June, staff and the CIP Committee work to build the capital budget. Between July and August, staff generate preliminary operating budgets for Council review. From September through November, the Council sets the preliminary levy by resolution, and staff finalize the budgets. Final approval of the levy and budget occurs in December.

With the proposed 2026 budget and levy, the City's tax rate is projected to increase 6.82% from 2025. The average home value has increased approximately 4.6%, with the current average valued at \$450,000. The final levy is proposed to be reduced slightly compared to the preliminary levy approved on September 15, 2025.

**Council Discussion**

The Council requested clarification on the Paid Family Leave Act. Assistant City Administrator Jackie Schulze stated this is a mandatory State program effective January 1, 2026. Two options were available—participation in the State plan or contracting with a private administrator. Quotes for both options were comparable, and the City selected Mutual of Omaha, which already administers other ancillary benefits. The program cost is 0.88% of annual wages, and the City will split this cost 50/50 with employees. The City will report annually.

**Public Comment**

Mike Todd, 148 Scott Lane, questioned the consistent double-digit increases in the storm water fee, averaging 12% annually. Meyer stated that beginning next year, increases will be minimal, and the Council will be reviewing a proposed 2% increase for 2027 for both residential and commercial customers.

Deann Buss, 483 Lakeview Terrace Boulevard, questioned if costs are budgeted for

temporary staff to backfill employees on family leave. Jackie Schulze stated that the City does not budget for temporary labor, and such workload is typically absorbed by existing staff.

## **10. ITEMS REMOVED FROM CONSENT AGENDA**

Mayor Litfin requested Consent Agenda Item 8.9 *Approve License Agreement with Urban SDK for Speed Data Collection* be removed from the consent agenda to share details of the pro-active approach the City is taking on speed concerns within the City.

Jon Haukaas, Public Services Director, stated that the staff was directed to develop a Speed Limit Policy document that meets the requirements of the Minnesota Department of Transportation and allows for a systematic approach to setting local speed limits. One component of the policy development is to collect current speed data at various locations throughout the city. This is typically done by installing hardware at select locations around the city and collecting traffic information for a period of several days, giving a snapshot of typical speeds at that location.

Staff reviewed a new cloud-based software solution that collects traffic information using big data from connected vehicles, such as those using navigation systems or similar internet-based tools. This system provides speed data for every street segment in the city over the past year and allows staff to analyze specific days, weeks, or months as needed. It also enables before-and-after speed comparisons to evaluate the effectiveness of street improvements or other changes. The extended reporting period results in more accurate average speed calculations. Another advantage is the ability to pinpoint the times of day when speeding most often occurs, allowing law enforcement to conduct targeted enforcement. Staff can also use the data to determine both the average speed and the 85th-percentile speed, which helps identify the MnDOT recommended speed for the City's speed policy.

Motion to adopt Resolution No. 2025-277 Authorizing License Agreement for Speed Data Collection and Analysis tool made by Council Member Grengs seconded by Council Member Gleason.

**MOTION CARRIED.**

Mayor Litfin requested Consent Agenda Item 8.10 *Authorization to Apply for Grant Funds* be removed from the consent agenda, noting that this is good news to share with the residents of Waconia.

Shane Fineran, City Administrator, stated that the resolution authorizes the City to apply for grant funding. In 2027, the City has two park development projects identified in the Capital Investment Plan. The first project is the construction of pickleball courts at Brook Peterson Park. There is a significant funding gap for this project—particularly related to private donations—so the grant funds being requested are intended to help close that gap.

The Outdoor Recreation Grant offers a maximum award of \$350,000 and requires a 50% match. This would allow the City to combine its planned contribution with the donations already on hand to maximize a potential award, which may also create an opportunity to increase the scope of the project.

The second project is at Sudheimer Park, a new park planned for an area just south of Industrial Boulevard along County Road 10. The project is based on the Park Board's primary plan and will include paved and limestone trails, native plantings, and natural restoration areas to enhance the high-quality woods and wetlands on the site. For this project, the City will apply for both the DNR Outdoor Recreation Grant and the LCCMR Environmental Trust Fund Grant, which are well-suited to supporting the natural resource elements of the project. This will be a phased project as outlined in the CIP, and securing grant funding will help accelerate its implementation.

Motion to adopt Resolution No. 2025-278 for Authorization to Apply for Grant Funds made by Council Member Siddons seconded by Council Member Grengs.

**MOTION CARRIED.**

## **11. BOARD REPORTS**

### **1) Staff Reports**

#### **a. All Way Stop Condition Evaluation for Sparrow Road at Ravenwood Road**

Jon Haukaas spoke about the traffic analysis completed by Bolton and Menk, which evaluated traffic volumes, crash history, and other significant issues. He noted that the proposed all-way stop does not meet any of the applicable warrants or criteria. The average vehicle speed in the area is 28 mph, with a posted speed limit of 30 mph, and speeds have remained consistent throughout the day.

Haukaas also stated that the intersections of First Street & Vine Street and Elm Street & Second Street are currently under review as well.

#### **b. Law Enforcement Update**

None.

### **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 reported the following activities:

- November 19, Attended the Waconia High School Strive Group, a Rotary-affiliated student group, and provided a presentation on attitude.
- November 20: Attended the Waconia Youth Mayor's Advisory Council meeting and met the three new members.
- November 20: Participated in the Park Board Meeting.
- November 24: Visited the Waconia Senior Center.
- December 1: Jointed a Zoom call with Mark Anderson and Special Olympics staff regarding the upcoming Waconia Ice drive, scheduled for Saturday, February 14, 2026. This will be the Mayor's eight jump. Last year, Waconia raised \$193,000 for the event.
- December 3: The next "Mayor Is In" session takes place from 7:30 - 8:30 a.m. at City Hall.

**12. ANNOUNCEMENTS**

Shane Fineran announced that the Community Needs Assessment survey is now live. Residents are encouraged to visit the City website at [www.waconiamn.gov](http://www.waconiamn.gov) or Facebook page to participate. The survey will gather community feedback over the next few weeks regarding future facility-based recreation amenities and sports programming. The City is seeking input on what residents feel is needed and what they would like to see moving forward. The results will be reviewed by the Council. The survey will remain open until December 21, 2025.

**13. ADJOURN REGULAR MEETING**

Motion to adjourn the December 1, 2025, Waconia City Council at 7:30 p.m. meeting was made by Council Member Grengs, seconded by Council Member Siddons.

**MOTION CARRIED.**

**WORK SESSION: FRANCHISE FEE REVIEW #3, DOWNTOWN RECONSTRUCTION PHASE 4 DESIGN REVIEW**

**UPCOMING CALENDAR OF EVENTS/MEETINGS:**

- 1) **Planning Commission Meeting - December 4th at 6:30 p.m.**  
**Special City Council Meeting - December 8th at 5:00 p.m.**

**City Council Meeting - December 22nd at 6:00 p.m.**

---

Tim Litfin, Mayor

ATTEST: 

---

Sue Schwalbe, Administrative Specialist