

**AGENDA  
CITY COUNCIL  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
DECEMBER 5, 2023  
7:00 PM**

**CALL TO ORDER:**

**CALL OF ROLL:**

**DETERMINATION OF A QUORUM:**

**PLEDGE OF ALLEGIANCE:**

**OPEN FORUM:**

*"An opportunity for members of the public to address the City Council on items on/or not on the current agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate. You will be limited to three (3) minutes and we ask that you conduct yourself in a professional, courteous manner, and refrain from the use of profanity. Failure to abide by this policy may result in the loss of your privilege to speak".*

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the "Work Session Meeting" of the Wyoming, Minnesota City Council for November 21, 2023
2. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for November 21, 2023

**SCHEDULED BID LETTINGS:**

**SCHEDULED PUBLIC HEARINGS:**

3. To consider **Resolution 23-12-120** a resolution certifying the 2023 tax levy collectible in 2024
4. To consider **Resolution 23-12-121** a resolution approving the proposed 2024 expenditures budget by department

**CONSENT AGENDA:**

*Items under the "Consent Agenda" will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.*

5. Consider authorizing the payment of recommended bills, payroll and journal entries for the

period of November 22, 2023 to December 5, 2023

6. To consider **Resolution 23-12-122** a resolution approving the issuance of various On-Sale, Off-Sale, and Combination Liquor Licenses in the City of Wyoming for the year 2024
7. To consider **Resolution 23-12-123** a resolution approving the issuance of various Tobacco, Waste Haulers Licenses, and Massage Occupancy in the City of Wyoming for the year 2024
8. To consider **Resolution 23-12-124** a resolution accepting a donation from Forest Lake Area High School for a donation to the 7th annual tree lighting ceremony at Railroad Park on December 2nd, 2023
9. To consider **Resolution 23-12-125** a resolution accepting a donation from Polaris Industries for a donation to the 7th annual tree lighting ceremony at Railroad Park on December 2nd, 2023
10. To consider **Resolution 23-12-126** a resolution accepting a donation from Sunrise River Farms for a donation to the 7th annual tree lighting ceremony at Railroad Park on December 2nd, 2023
11. To consider **Resolution 23-12-127** a resolution accepting a donation from WSB Engineering for a donation to the 7th annual tree lighting ceremony at Railroad Park on December 2nd, 2023
12. To consider **Resolution 23-12-128** a resolution accepting a donation from the Wyoming Lions Club for a donation to the 7th annual tree lighting ceremony at Railroad Park on December 2nd, 2023
13. To consider **Resolution 23-12-129** a resolution accepting a donation from Xcel Energy for a donation to the 7th annual tree lighting ceremony at Railroad Park on December 2nd, 2023
14. To consider **Resolution 23-12-130** a resolution declaring certain Public Works items as surplus property and authorizing the Public Works Department to dispose of such items through online auction or disposal process
15. To consider **Resolution 23-12-131** a resolution approving pay voucher #5 to Ferguson Waterworks for the 2023 Water Meter Replacement Project in the amount of \$9,540.00

**ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, COMMISSIONS AND DEPARTMENT HEADS:**

16. Report of the Public Safety Director, Neil Bauer, for November 30, 2023
17. Report of City Building Official, Fred Weck, IV for November 30, 2023.
18. Report of the City Attorney, Tom Loonan, for November 30, 2023
19. Report of City Engineer Mark Erichson, WSB for December 1, 2023

20. Report of the Acting Public Works Superintendent Joe Keding for December 5, 2023

**COMMUNICATIONS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

21. To consider **Resolution 23-12-132** a resolution establishing Water and Sewer rates for 2024-2028 and SAC & WAC fees for 2024-2028 based on the rate study completed by Erickson Northstar, LLC
22. To consider **Resolution 23-12-133** a resolution amending the existing conditional use permit for the expansion of exterior storage in the industrial district at 26443 Fallbrook Ave
23. To consider **Resolution 23-12-134** a resolution approving a site plan review application for the expansion of exterior storage in the industrial district at 26443 Fallbrook Ave
24. To consider entering into a service agreement with Steve Duff as a contractual consultant in a part-time, temporary capacity for the Public Works Department
25. To consider a city council work session on December 19th, 2023 at 6:00PM
26. To consider entering a closed session under MN state statute 13d.03 to discuss labor negotiation strategies for a contract with the bargaining unit of Law Enforcement Labor Services (LELS) and IUOE Local 49ers.

**COUNCIL REPORTS:**

**ADJOURN**

**UNAPPROVED MINUTES  
CITY COUNCIL  
WORK SESSION MEETING  
CITY OF WYOMING, MINNESOTA  
NOVEMBER 21, 2023  
5:30 PM**

**CALL TO ORDER:**

*Mayor Lisa Iverson called the Work Session Meeting of the Wyoming City Council for November 21, 2023 to order at 5:30 P.M.*

**CALL OF ROLL:**

*On a Call of the Roll the following members of the Wyoming City Council were present: Councilmembers Lisa Iverson, Linda Nanko Yeager, Dennis Schilling, Brett Ohnstad, and Claire Luger*

*Absent: None*

*Also Present: Robb Linwood- City Administrator, Grant MacFarlane - Assistant City Administrator, Joe Keding - Acting Public Works Superintendent, Mark Erickson – City Engineer, and Alan Erickson and Nick Dragisich of Erickson Northstar, LLC.*

**DETERMINATION OF A QUORUM:**

Mayor Iverson determined a Quorum was present.

**NEW BUSINESS:**

1. Water and Sanitary Sewer Rate Study Discussion

**City Administrator Linwood** – Stated that Alan Erickson and Nick Dragisich of Erickson Northstar, LLC. were present to provide an overview of the 2024 Utility Rate Study.

**Alan Erickson and Nick Dragisich – Erickson Northstar, LLC.** – Mr. Erickson and Mr. Dragisich gave an overview of the of the 2024 Utility Rate Study

Key items of the 2024 Utility Rate Study overview

- Previewed the historical financial information for the City's water and sewer funds and estimates for future finances and ending cash balances for the next 10 years
- Informed the City Council of the purpose of having appropriate cash reserves for utility funds and reviewed the City's cash reserve policy
- Reviewed the known assumptions regarding City spending towards capital improvements which will impact the water and sewer funds

**Councilmember Nanko-Yeager** – Questioned why funding was not set aside for a water treatment plant or the addition of a new well

**City Engineer Erickson** – Most recent data of City water needs suggests that there is not a need for the water treatment plant in the next 10 years

**Alan Erickson and Nick Dragisich – Erickson Northstar, LLC.** – Mr. Erickson and Mr. Dragisich continued to provide overview of the of the 2024 Utility Rate Study

Key items of the 2024 Utility Rate Study overview

- Presented 10-year projections for the water, sewer, and CLJSTC capital improvement plans
- Showcased different models showcasing how financial projections, including cash reserves, would change based on different utility rate changes
- Recommended Annual Rate Increases
  - Water Utility Fund
    - 3.5% annual increase 2024 – 2029
  - Sewer Utility Fund
    - No rate increases recommended

**Councilmember Nanko-Yeager** – Asked why will we still see the funds operating at a loss until 2027

**Alan Erickson, Erickson Northstar, LLC.** – You would need to raise rates much higher in the first year to counteract this, we recommend a steady rate increase instead. The fund loss also included depreciation of assets.

**Alan Erickson and Nick Dragisich – Erickson Northstar, LLC.** – Mr. Erickson and Mr. Dragisich continued to provide overview of the of the 2024 Utility Rate Study

Key items of the 2024 Utility Rate Study overview

- Provided a table outlining projected monthly bills based on the proposed utility rate changes
- Affordability
  - Burden of proposed utility rate increases would be a moderate to low burden
  - Proposed utility rate change remains lower than comparable city's rate changes in same time-period
  - Reviewed comparison of monthly bills for residents of comparable cities for water and sewer bills in residential and commercial areas

**Mayor Iverson** – Thanked Mr. Erickson and Mr. Dragisich for their time.

**Nick Dragisich, Erickson Northstar, LLC** – Stated that a formal written report would be provided at a future meeting

**MAYOR IVERSON ADJOURNED THE NOVEMBER 21, 2023 WORK SESSION MEETING AT 6:07 PM.**

**DRAFT MINUTES  
CITY COUNCIL  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
NOVEMBER 21, 2023  
7:00PM**

**CALL TO ORDER:**

*Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for November 21, 2023 to order at 7:00 PM*

**CALL OF ROLL:**

*On a Call of the Roll the following members of the Wyoming City Council were present: Councilmembers Lisa Iverson, Linda Nanko Yeager, Dennis Schilling, Brett Ohnstad, and Claire Luger*

*ABSENT: None*

*Also Present: Tom Loonan, Eckberg Lammers, Robb Linwood, City Administrator, Grant MacFarlane, Assistant City Administrator, Mark Erichson-WSB, Neil Bauer - Public Safety Director, Fred Weck, Zoning Administrator/Building Official and Joe Keding, Acting Public Works Superintendent*

**DETERMINATION OF A QUORUM:**

**1. PLEDGE OF ALLEGIANCE: Led by Webelos Pack #9142**

**OPEN FORUM:**

**Scott and Gloria Norton, 21547 Volga Street NE** – Shared background on their contact, via e-mail with the Council related to their request that the City incorporate a Christian nativity scene in the Railroad Park development plan. He stated that it has been 5 months since they initially appeared before the Council and the park has been developed and begun putting up holiday display items. He stated that they represent the opinion of many, like-minded adults in the community and have 160 signatures on a petition that they would like to present to the Council.

**Mayor Iverson** – Asked City Attorney Loonan to address this item.

**City Attorney Loonan** – Stated that there was an opinion provided to the Council regarding this request and the legal recommendation was that if the City were to install a nativity scene, that would be considered a violation of the establishment clause, because it would be the City establishing one religious choice over another. He stated that he understands that the Norton's have been in contact with the First Liberty Institute who are working on a few lawsuits where other cities have been sued for this exact reason. He stated that the general recommendation is to not establish any sort of religious emblem because there is then a requirement to open it up to any religious emblem that is requested. He referenced the City of Belle Plaine who had put some religious emblems in their Veteran's cemetery and then the church of Satan came in and attempted to put in their own emblem, when Belle Plaine tried to pull back they ended up in a lawsuit which has cost the city a lot of money. He shared some other legal analysis points in this kind of situation.

**Mr. Norton** – Clarified that he was not an attorney but his understanding is that if the Council were to develop their own plan and incorporate a nativity scene, then it would be

defensible in a court of law and there are faith based, non-profit, legal organizations who would help the City write the plan and would also help defend the City, if it was taken to court.

**Mayor Iverson** – Stated that the Council is entrusted to the taxpayers and are to do the best they can with the taxpayers money. She stated that by bringing this forward and opening the City up to a potential lawsuit would affect all residents of the City. She stated that anybody can put a nativity around their house or business and explained that she has one in her yard.

**Mayor Iverson** – Expressed her appreciation to the Norton’s for coming before the Council, but stated that based on the input from their legal counsel, the Council has made the decision.

**City Attorney Loonan** – Stated that with regard to the non-profit mentioned by the Norton’s, the lawsuit is related to the Arkansas state capitol where they put on the Ten Commandments and were sued. He stated that this lawsuit is still ongoing through the Federal court system. He stated that when a decision is issued in that case, there may be something else to consider, but right now, it is still an unresolved issue. He reiterated that individuals are encouraged to advocate for their beliefs, but as a government, under the First Amendment of the Constitution, they need to be cautious in taking any sort of action that may be interpreted as an establishment of one religion over another.

**APPROVAL OF MINUTES:**

2. **Consider approving the minutes of the “Special Meeting” of the Wyoming, Minnesota City Council for November 7, 2023**

**A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “SPECIAL MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR NOVEMBER 7, 2023, AS SUBMITTED**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*  
*Voting Nay: None*  
*Abstain: None*  
*Absent: None*

3. **Consider approving the minutes of the “Work Session Meeting” of the Wyoming, Minnesota City Council for November 8, 2023**

**A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “WORK SESSION MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR NOVEMBER 8, 2023 AS SUBMITTED**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*  
*Voting Nay: None*  
*Abstain: None*  
*Absent: None*

**SCHEDULED BID LETTINGS: NONE**

## SCHEDULED PUBLIC HEARINGS:

4. To consider **Resolution 23-11-109** a resolution approving the Assessment Roll for the 2023 Fallbrook Avenue/264<sup>th</sup> Street Construction Project

**City Engineer Erichson** – Gave a brief presentation outlining details of the 2023 Fallbrook Avenue/264<sup>th</sup> Street Construction project and the City’s public improvement and assessment policy and process.

**A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO OPEN THE PUBLIC HEARING.**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

**Mr. Hallberg** – Asked about the difference between front footage and unit. He suggested that perhaps the southern properties should be assessed more since they have curb and gutter and the northern properties do not.

**City Engineer Erichson** – Explained that they did take a look at that noted that the costs were not significant and felt that the roadway was utilized by all sides. He gave a brief explanation of front footage versus units and that stated that the most equitable way is traditionally done by front footage.

**Mr. Hallberg** – Explained that he was planning to pay 4 of the parcels up front and then be assessed for the other 4 and asked if he would receive paperwork in the mail on how that can be done.

**City Engineer Erichson** – Suggested that he stop by and talk to City Administrator Linwood to discuss those details.

**A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO CLOSE THE PUBLIC HEARING.**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

**Councilmember Schilling** – Stated that the City had done curb and gutter on the south end and in looking at the details, on the north end they still had to improve the drainage ditch, so there was labor, equipment, and dirt moving involved in that work. He noted that in his mind this would show pretty much the same cost as the curb and gutter.

**City Engineer Erichson** – Agreed that the costs would be pretty much a wash between the north and south portions.

**A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 23-11-109 A RESOLUTION APPROVING THE ASSESSMENT ROLL FOR THE 2023 FALLBROOK AVENUE/264<sup>TH</sup> STREET CONSTRUCTION PROJECT**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

## CONSENT AGENDA:

Items under the "Consent Agenda" will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

5. To consider authorizing the payment of recommended bills, payroll, and journal entries for the period of November 8, 2023 to November 21, 2023
6. To consider the hiring of Devin Ojeda as an Ice Rink and Warming House attendant at a starting wage of \$17.00/HR
7. To consider **Resolution 23-11-110** a resolution authorizing a 5 year contract with Axon Enterprise for 12 taser devices, for a 60 month contract, in the amount of \$34,218, payable annually in the amount of \$6,843
- ~~8. To consider **Resolution 23-11-111** a resolution certifying the unpaid utility bills and City services invoices of residents and businesses contained in the attached list to property taxes for collection in 2024 (pulled for separate discussion)~~
9. To consider **Resolution 23-11-112** a resolution approving pay voucher #1 to Blackstone Contractors, LLC for the Railroad Park Phase 1 project in the amount of \$25,070.51
10. To consider Resolution 23-11-113 a resolution approving pay voucher #2 to Blackstone Contractors, LLC for the Railroad Park Phase 1 project in the amount of \$34,883.74
11. To consider **Resolution 23-11-114** a resolution approving pay voucher #1 to Vinco, Inc. for the Railroad Park Veteran's Memorial electrical project in the amount of \$24,405.50
12. To consider **Resolution 23-11-115** a resolution approving pay voucher #2 to Forest Lake Contracting for the 2023 Fallbrook Avenue and 264<sup>th</sup> Street Improvement Project in the amount of \$519,697.07
13. To consider **Resolution 23-11-116** a resolution approving pay voucher #5 to Dresel Contracting, Inc. for the 2022 East Viking Boulevard Improvement Project in the amount of \$632,135.46.

**Council Member Nanko Yeager** – Asked to pull item #8

**A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING TO APPROVE #5, #6, #7, #9, #10, #11, #12, and #13 OF THE WYOMING CITY COUNCIL CONSENT AGENDA**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

#8 - To consider **Resolution 23-11-111** a resolution certifying the unpaid utility bills and City services invoices of residents and businesses contained in the attached list to property taxes for collection in 2024

**Council Member Nanko Yeager** – Stated that this is nearly \$102,000 and asked how much was sewer and water and how much was storm sewer.

**City Administrator Linwood** – Explained that there was a significant increase in the storm sewer amounts this year. He stated that there were also some included for HOAs that had significant billings for water use for sprinkling. He agreed that it is a bit higher than it has been in the past.

**Council Member Nanko Yeager** – Asked if there was a way to encourage people to pay the storm water fees.

**City Administrator Linwood** – Stated that the City sends bills and they can receive late fees if they aren't paid on time and then ultimately, it can go on their property taxes. He noted that they have the information in quarterly newsletters, offer payment online, via telephone and in person.

**A MOTION WAS MADE BY COUNCILMEMBER NANKO YEAGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE CONSENT AGENDA ITEM #8 RESOLUTION 23-11-111 A RESOLUTION CERTIFYING THE UNPAID UTILITY BILLS AND CITY SERVICES INVOICES OF RESIDENTS AND BUSINESSES CONTAINED IN THE ATTACHED LIST TO PROPERTY TAXES FOR COLLECTION IN 2024**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

**ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, COMMISSIONS AND DEPARTMENT HEADS:**

14. Report of the Public Safety Director, Neil Bauer for November 15, 2023
15. Report of City Building Official, Fred Weck, IV for November 15, 2023
16. Report of City Attorney Tom Loonan for November 17, 2023
17. Report of City Engineer Mark Erichson, WSB for November 17, 2023
18. Report of Acting Public Works Superintendent Joe Keding for November 21, 2023
19. Report of Abdo Finance 3<sup>rd</sup> Quarter Report for November 16, 2023

**COMMUNICATIONS: NONE**

**OLD BUSINESS: NONE**

**NEW BUSINESS**

20. To consider the conditional offer to Derek Heath for the Reserve Cadet Officer position

**Public Safety Director Bauer** – Gave an overview of the selection of a potential candidate for the Reserve Cadet position. He stated that Derek Heath is a current volunteer reserve officer in the department and is a current law enforcement student at Rasmussen University that lives in the City. He stated that the plan would be to do a full background check, psychological evaluation, and full medical evaluation on Mr. Heath, so when he is eligible to become an officer, he may be able to be fast tracked through the hiring process. He stated that this volunteer position was coming before the Council because there is a tuition reimbursement component to this position.

**Council Member Nanko Yeager** – Asked where the tuition reimbursement funds would come from.

**Public Safety Director Bauer** – Explained that they would come from the State funds at the end of the year.

**A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE CONDITIONAL OFFER TO DEREK HEATH FOR THE RESERVE CADET OFFICER POSITION.**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

21. To consider approving Ordinance Amendment 2023-05 Architectural Standards

**Zoning Administrator/Building Official Weck** – Gave an overview of the discussion, considerations, and recommendations for the City’s architectural standards. He explained that the Planning Commission had held a public hearing and was recommending approval.

**Council Member Nanko Yeager** – Asked how they can get a uniform architectural theme for a building when the public facing has to be Class #1 and Class #2 materials but the side and rear or anything that is not public can be a lot lesser materials.

**Zoning Administrator/Building Official Weck** – Explained that although they spell out a number of class materials, they are not eliminating materials, but do have some prohibited ones. He stated that the materials that they are allowing are what is typically used anyway as an exterior material.

**Council Member Schilling** – Asked if this would have made a difference when the City was looking at the application by Dairy Queen.

**Zoning Administrator/Building Official Weck** – Stated that he believed it would have.

**Mayor Iverson** – Expressed her appreciation to Zoning Administrator/Building Official Weck and the Planning Commission for the time they put into this issue. She stated that she serves as the liaison to the Planning Commission meetings and feels there was a lot of really great discussion that took place.

**A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE ORDINANCE AMENDMENT 2023-05 ARCHITECTURAL STANDARDS.**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*  
*Voting Nay: None*  
*Abstain: None*  
*Absent: None*

22. To consider **Resolution 23-11-117** a resolution approving the summary publication for Ordinance Amendment 2023-05, Architectural Standards

**A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 23-11-117 A RESOLUTION APPROVING THE SUMMARY PUBLICATION FOR ORDINANCE AMENDMENT 2023-05, ARCHITECTURAL STANDARDS**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*  
*Voting Nay: None*  
*Abstain: None*  
*Absent: None*

23. To consider **Resolution 23-11-118** a resolution ordering preparation of a feasibility report for public improvements for the 2024 Street Improvement Project

**City Engineer Erichson** – Gave an overview of the proposed resolution to prepare the feasibility report for public improvements for the 2024 Street Improvement Project.

**Mayor Iverson** – Noted that this is part of her street and asked if she should abstain from voting on this item.

**City Attorney Loonan** – Explained that would not be necessary for this type of vote.

**A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 23-11-118 A RESOLUTION ORDERING PREPARATION OF A FEASIBILITY REPORT FOR PUBLIC IMPROVEMENTS FOR THE 2024 STREET IMPROVEMENT PROJECT**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

- 24.** To consider **Resolution 23-11-119** a resolution approving a letter of support towards a DEED Grant and a City of Wyoming contributions of \$5,000 towards a Midcontinent Fiber Project

**City Administrator Linwood** – Explained that this item had been a last minute addition to the agenda due to some timing related to the grant process. He reviewed details surrounding the letter of support towards this DEED grant application and noted that there is a caveat that this would be contingent on Midcontinent receiving the funding from DEED.

**A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 23-11-119 A RESOLUTION APPROVING A LETTER OF SUPPORT TOWARDS A DEED GRANT AND A CITY OF WYOMING CONTRIBUTIONS OF \$5,000 TOWARDS A MIDCONTINENT FIBER PROJECT**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

**COUNCIL REPORTS:**

**Council Member Ohnstad** – Attended the Joint Sewer Commission meeting and the City Council Work Session.

**Council Member Nanko Yeager** – Attended the budget Work Session and the Council Work Session.

**Council Member Luger** – Attended the Council Work Session

**Council Member Schilling** – No report.

**Mayor Iverson** – Attended the Joint Sewer Commission meeting and the Council work sessions. She stated that on November 9, 2023, for Veteran’s Day, they were able to have a brief program for the Veteran’s and noted that just before the program began, two eagles flew over the project and landed in nearby trees. .

**Public Safety Director Bauer** – Stated that the Stuff the Truck event will be held at Bruce’s Foods on November 22, 2023 from 3:00 to 7:00 p.m. He stated that their goal is to reach 1,700 pounds of food collected.

**Mayor Iverson** – Noted that the City’s tree lighting event and an appearance by Santa will be held on December 2, 2023.

**City Administrator Linwood** – Noted that the City has received some generous donations for the tree lighting event and will have the Lindstrom Cloggers and Dance Factory there for entertainment. He stated that Sunrise Apple Farm, Wyoming Lions, Polaris, Coffee Smith, with

also be involved in various ways.

Mayor Iverson recessed the meeting at 7:55 p.m. and reconvened at 8:01 p.m.

25. To consider entering a Closed Session under MN State Statute 13D.05 2 (a) (3) and (4) for a personnel matter

**A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD SECONDED BY COUNCILMEMBER LUGER TO ENTER INTO A CLOSED SESSION UNDER MN STATE STATUTUE 13.D.05 2(A)(3), AND (4) FOR A PERSONNEL MATTER AT 8:02PM**

*Voting Aye: Nanko Yeager, Luger, Ohnstad, Schilling and Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

**A MOTION WAS MADE BY COUNCILMEMBER LUGER SECONDED BY COUNCILMEMBER OHNSTAD TO RETURN TO OPEN SESSION UNDER MN STATE STATUTUE 13.D.05 2(A)(3), AND (4) FOR A PERSONNEL MATTER AT 8:17PM**

*Voting Aye: Nanko Yeager, Luger, Ohnstad, Schilling and Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

**City Attorney Loonan** – Stated that the Council was in a Closed Session under MN State Statute 13D.05, Subd. 3(2)(3) and (4) for a personnel matter. The Closed Session was attended by Mayor Iverson, Councilmembers Nanko Yeager, Ohnstad and Luger as well as City Administrator Linwood, Assistant City Administrator MacFarlane and himself. He explained that no formal motions were offered or passed at the Closed Session

**A MOTION WAS MADE BY COUNCILMEMBER SCHILLING SECONDED BY COUNCILMEMBER OHNSTAD TO ADVERTISE FOR THE CITY OF WYOMING PUBLIC WORKS SUPERINTENDENT POSITION**

*Voting Aye: Nanko Yeager, Ohnstad, Schilling and Iverson*

*Voting Nay: Luger*

*Abstain: None*

*Absent: None*

**A MOTION WAS MADE BY COUNCILMEMBER IVERSON TO ADJOURN THE NOVEMBER 21, 2023 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:19PM**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

**A portion of this public meeting may be closed to discuss “Labor Negotiation Strategies”; “Misconduct allegations or charges”; “Attorney-client privilege”; or “Performance evaluations” as per MN State Statute 13D.01-.05.**

**NEXT REGULAR MEETING:**  
**DECEMBER 5, 2023**  
**7:00PM**

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## BUDGET MEMO

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**TO:** CITY ADMINISTRATOR  
**FROM:** ABDO FINANCIAL SOLUTIONS, LLC  
**SUBJECT:** CITY COUNCIL 2024 BUDGET TNT  
**DATE:** 11/27/2023

### Introduction

Upon your request, we have summarized some of the key items for consideration in this years' budget to Council.

### Budget Format

The 2024 Budget included the Council approved priorities for each department.

Key items in this year's budget:

- LGA will increase by approximately \$131,230 for 2024 which brings the total for 2024 to \$387,744.
- The total 2024 tax levy is proposed to increase \$321,146 or 6.26% from 2023.
  - The general levy increased \$547,186 or 15.07%
    - Factors relating to this increase are explained in this memo under the General Fund Budget Summary section.
  - The debt levy decreased by \$125,311 or -13.65%. This is due to the scheduled bond payments.
- Staffing
  - A part-time Community Service Officer position is added in 2024.
- All employees are projected to receive a COLA increase of 3% and eligible employees will receive a step increase.
- We have estimated an 8% increase in Workers Compensation, and a 10% increase in General Property Insurance.
- We have estimated a 10% to health insurance and is split 50/50 between employer and employee.

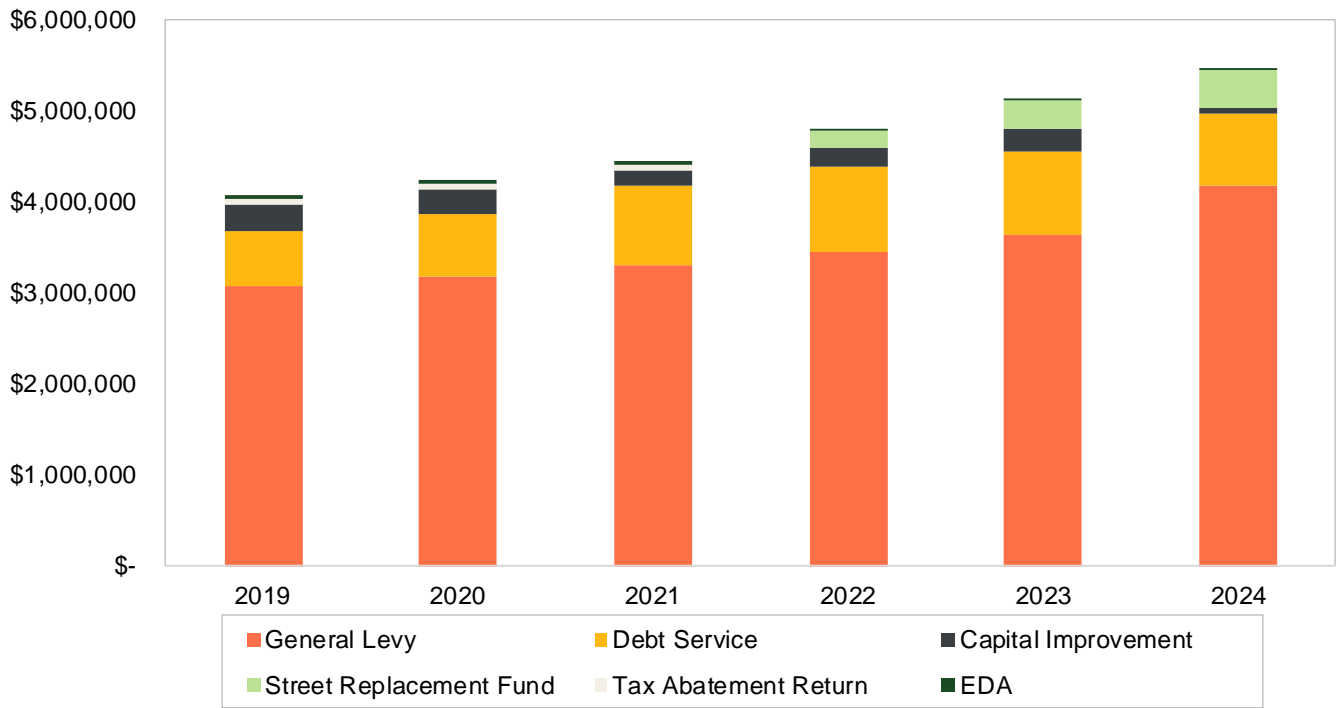
## Tax Levy Summary

Overall, the property tax levy includes levies for general operations, EDA, capital equipment and improvements, street replacement, and debt service. The 2023 actual and 2024 proposed property tax levies are listed below:

	2023 Levy	Proposed 2024 Levy	Increase (Decrease) from 2023	Percent Change from 2023	Fund #
<b>General Levy</b>	\$ 3,630,153	\$ 4,177,339	\$ 547,186	15.07%	101
<b>EDA Levy</b>	10,000	10,000	-	0%	280
<b>Capital Levy</b>					
Capital Equipment	265,729	50,000	(215,729)	-81.18%	401
Park Development	10,000	25,000	15,000	150.00%	404
Street Replacement	300,000	400,000	100,000	33.33%	408
<b>Total</b>	<b>575,729</b>	<b>475,000</b>	<b>(100,729)</b>	<b>-17.50%</b>	
<b>Debt Levy</b>					
2009A GO Bonds	215,000	133,430	(81,570)	-37.94%	337
2015A GO Bonds	250,000	230,000	(20,000)	-8.00%	338
2016A GO Bonds	127,967	100,813	(27,154)	-21.22%	339
2018A GO Bonds	101,862	104,435	2,573	2.53%	340
2020A GO Bonds	223,061	223,901	840	0.38%	341
<b>Total</b>	<b>917,890</b>	<b>792,579</b>	<b>(125,311)</b>	<b>-13.65%</b>	
<b>Total</b>	<b>\$ 5,133,772</b>	<b>\$ 5,454,918</b>	<b>\$ 321,146</b>	<b>6.26%</b>	
<b>Tax Capacity</b>	<b>\$ 13,040,652</b>	<b>\$ 14,397,904</b>	<b>\$ 1,357,252</b>	<b>10.41%</b>	
<b>City Tax Rate*</b>	<b>39.37%</b>	<b>37.89%</b>	<b>-1.48%</b>		

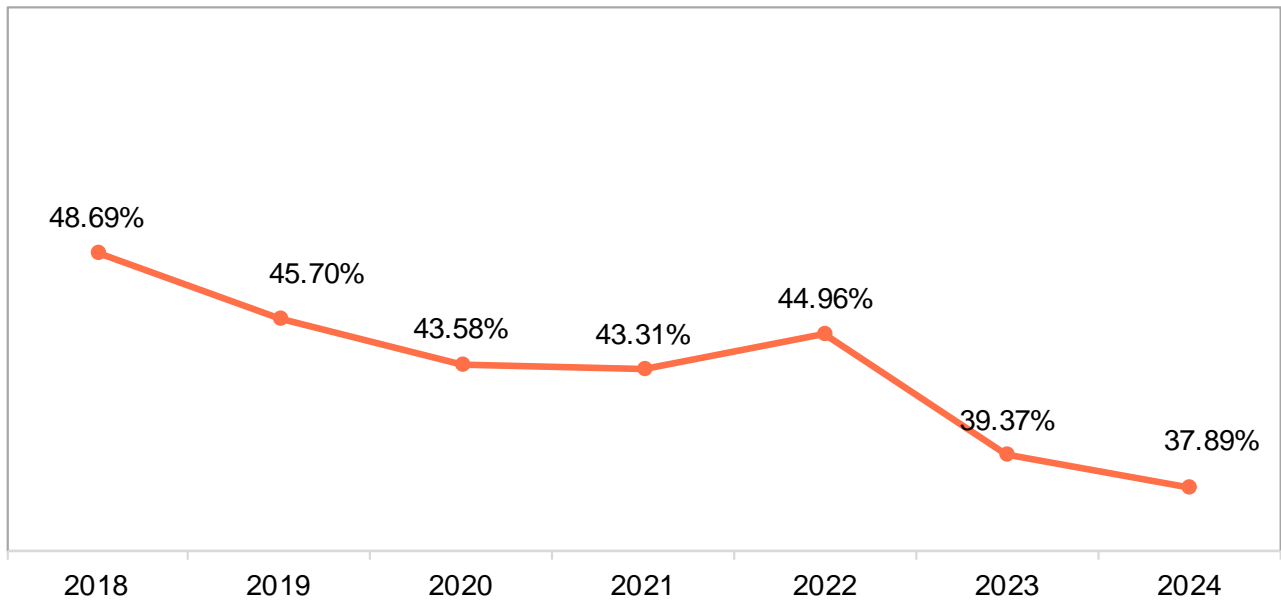
\*The City's Payable 2024 Tax Rate has been estimated based on preliminary tax capacity information provided by Chisago County. The final tax capacity and rate will vary from the rate estimated in this memo.

**Tax Levy Summary 2019 to 2023 Actual and 2024 Proposed**



**Tax Rate 2018 to 2023 Actual and 2024 Proposed**

**City of Wyoming Tax Rate**



**Estimate Property Taxes**

<u>Property Type</u>	<u>Market Value</u>	<u>Taxable Market Value</u>	<u>2023 Taxes Payable</u>	<u>2024 Taxes Payable</u>	<u>Increase (Decrease) in Property Taxes</u>
Residential	\$ 100,000	\$ 71,800	\$ 283	\$ 272	\$ (11)
Residential	200,000	180,800	712	685	(27)
Residential	300,000	289,800	1,141	1,098	(43)
Residential	400,000	398,800	1,570	1,511	(59)
Commercial	500,000	500,000	3,641	3,505	(137)

*Note: change in market value has not been assumed*

**Estimate Property Taxes with 8% increase**

<u>Property Type</u>	<u>8% Market Value Increase</u>	<u>8% Taxable Market Value</u>	<u>2023 Taxes Payable</u>	<u>2024 Taxes Payable</u>	<u>Increase (Decrease) in Property Taxes</u>
Residential	\$ 108,000	\$ 77,544	\$ 283	\$ 294	\$ 11
Residential	216,000	195,264	712	740	28
Residential	324,000	312,984	1,141	1,186	45
Residential	432,000	430,704	1,570	1,632	62
Commercial	540,000	540,000	3,505	3,808	303

## Tax Capacity Impact on Tax Rate

### How Tax Capacity impacts the Tax Rate and Tax Levy amount

#### Keep the Tax Levy Dollars Flat

	<u>2023</u>	<u>2024</u>	<u>Change</u>
City Tax Rate	39.37%	35.66%	-3.71%
City Tax Levy	\$ 5,133,772	\$ 5,133,772	\$ -
<b>Tax Capacity</b>	<b>\$ 13,040,652</b>	<b>\$ 14,397,904</b>	<b>\$ 1,357,252</b>

If the City keeps the tax levy dollars flat, the tax rate will decrease by 3.71%. As tax capacity increases, cities can levy more dollars without a direct tax rate increase. In this example, the city is able to keep a flat levy amount and the residents see a decrease in the tax rate.

#### Keep a Flat Tax Rate

	<u>2023</u>	<u>2024</u>	<u>Change</u>
City Tax Rate	39.37%	39.37%	0.00%
City Tax Levy	\$ 5,133,772	\$ 5,668,087	\$ 534,315
<b>Tax Capacity</b>	<b>\$ 13,040,652</b>	<b>\$ 14,397,904</b>	<b>\$ 1,357,252</b>

If the City keeps a flat tax rate, the levied tax dollars will increase by \$534,315 (or 10.41%). As stated before, as the tax capacity increases, cities are able to levy more dollars without a direct tax rate increase. In this example the city is able to collect an additional \$534,315 without having to increase the tax rate.

#### Current Proposed Tax Levy & Tax Rate

	<u>2023</u>	<u>2024</u>	<u>Change</u>
City Tax Rate	39.37%	37.89%	-1.48%
City Tax Levy	\$ 5,133,772	\$ 5,454,918	\$ 321,146
<b>Tax Capacity</b>	<b>\$ 13,040,652</b>	<b>\$ 14,397,904</b>	<b>\$ 1,357,252</b>

In this example are the proposed 2024 Wyoming tax rate and levy amounts. The dollars levied are increased by \$321,146 (6.26%) and the tax rate has decreased by 1.48%. It is because of the increased tax capacity that the City is able to levy more dollars while having a lower tax rate.

## General Fund Budget Summary

	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Amount Change
<b>Revenues</b>					
Property taxes	\$ 3,384,278	\$ 3,447,009	\$ 3,630,153	\$ 4,177,339	\$ 547,186
Other taxes	124,864	88,377	80,748	78,748	(2,000)
Licenses and permits	317,746	273,309	224,000	154,000	(70,000)
Intergovernmental	192,298	320,514	165,800	202,800	37,000
Charges for services	51,245	57,161	56,025	56,000	(25)
Fines and forfeitures	10,564	12,326	15,000	15,000	-
Interest earnings	6,860	(9,875)	25,000	25,000	-
Miscellaneous	12,218	22,500	-	-	-
Other financing sources	(4)	10,552	-	-	-
<b>Total Revenues</b>	<b>\$ 4,100,069</b>	<b>\$ 4,221,873</b>	<b>\$ 4,196,726</b>	<b>\$ 4,708,887</b>	<b>\$ 512,161</b>

### Revenue Key Changes:

- Property Taxes
  - Increase to offset increase in expenditures and decrease in other revenues
- Licenses and Permits
  - Decreased building permit revenue to reflect current year activity

## General Fund Budget Summary (Continued)

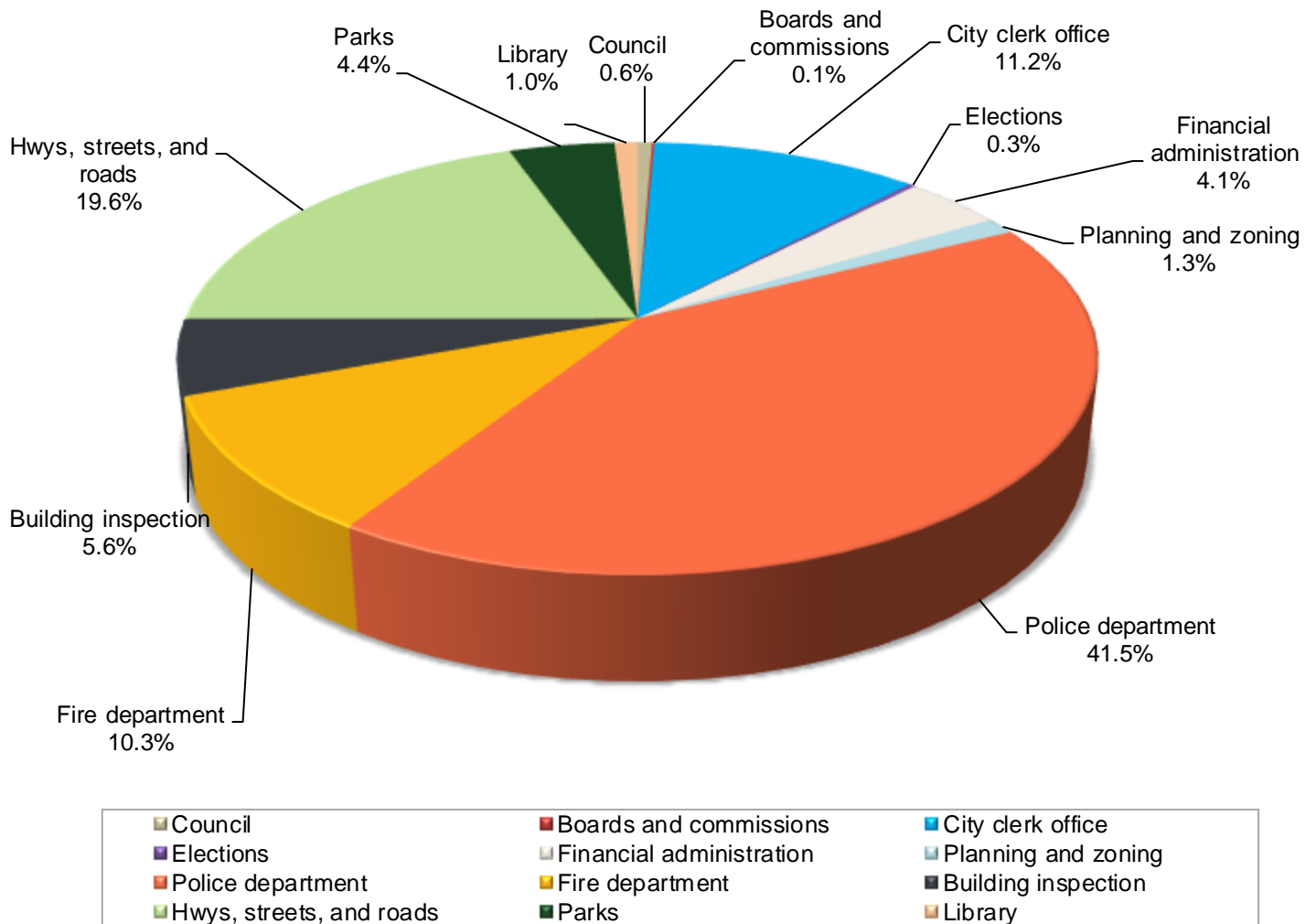
	Actual 2021	Actual 2022	Budget 2023	Budget 2024	Amount Change
<b>Expenditures</b>					
Council	\$ 25,173	\$ 24,391	\$ 28,457	\$ 28,443	\$ (14)
Boards and commissions	4,534	5,015	5,187	5,080	(107)
City clerk office	397,362	419,959	494,469	529,650	35,181
Elections	-	6,599	-	13,000	13,000
Financial administration	173,071	160,447	157,619	192,970	35,351
Planning and zoning	58,275	61,244	56,369	58,945	2,576
Police department	2,073,782	2,074,654	1,693,482	1,952,522	259,040
Fire department	-	200	444,735	483,951	39,216
Building inspection	170,865	208,205	249,184	266,534	17,350
Hwys, streets, and roads	757,354	797,980	828,399	923,708	95,309
Parks	187,445	196,431	197,675	208,934	11,259
Library	30,344	39,755	41,150	45,150	4,000
Transfer out	-	499,366	-	-	-
<b>Total Expenditures</b>	<b>\$ 3,878,205</b>	<b>\$ 4,494,246</b>	<b>\$ 4,196,726</b>	<b>\$ 4,708,887</b>	<b>\$ 512,161</b>

### Expenditure Key Changes:

- City Clerk Office
  - Increase in wage and benefits due to COLA and step increases
  - Increase in workers compensation and property/liability insurance premiums
  - Increase in network municipal computers by \$5k
- Elections
  - Increase due to three elections in 2024
- Financial Administration
  - Increase in professional services of \$30k
- Police Department
  - Increase in wages and benefits due to COLA and step increases
  - Part-time Community Service Officer position is added in 2024
  - Increase in workers compensation and property/liability insurance premiums
  - Technology maintenance contracts increased by \$32k due to cloud-based records management system
  - Added wellness line item for \$12k, recruitment line item for \$3k, and medical supplies and equipment line item for \$3k
- Fire Department
  - Increase in wages and benefits due to COLA and step increases
  - Added other equipment line item for \$16k for replacement lifting airbags for accident scenes, hose replacement and replacement tool sets
- Building Inspection
  - Increase in wages and benefits due to COLA and step increases

- Hwys, streets, and roads
  - Increase in wages and benefits due to COLA and step increases
  - Increase in supplies of \$7k
  - Increase in workers compensation and property/liability insurance premiums
  - Increase in repairs & maintenance of \$5k
  - Increase in sand and salt of \$15k

**General Fund Budget Summary (Continued)**



**Budget Detail - By Fund**

The following financial report is attached:

- Revenues and Expenses for City of Wyoming

User: AEM  
DB: WYOMING

Fund: 101 GENERAL FUND

Calculations as of 09/30/2023

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
101-0000-31000	GENERAL PROPERTY TAXES	3,447,010	1,997,279	3,630,153	4,177,339
101-0000-31005	PROPERTY TAXES (DEBT LEVY)				
101-0000-31015	FAIRVIEW PILOT	42,119	38,267	36,748	36,748
101-0000-31016	POLARIS TAX ABATEMENT				
101-0000-31050	TAX INCREMENTS				
101-0000-32100	BUSINESS LICENSES/PERMITS	10,510	1,150	12,000	11,000
101-0000-32180	OTHER LICENSES/PERMITS				
101-0000-32210	BUILDING PERMITS	236,148	128,546	185,000	125,000
101-0000-32220	FEES ETC.	22,248	4,860	15,000	8,000
101-0000-32240	ANIMAL LICENSES				
101-0000-33150	FEDERAL POLICE GRANTS	6,386		5,000	5,000
101-0000-33160	FEDERAL GRANT FUNDS				
101-0000-33180	FEDERAL GRANTS-CARES				
101-0000-33190	FEDERAL GRANT-ARPA COVID19	148,176			
101-0000-33400	STATE GRANTS AND AIDS	2,500	2,996	1,000	38,000
101-0000-33401	LOCAL GOVERNMENT AID				
101-0000-33402	HOMESTEAD CREDIT	3,923		3,800	3,800
101-0000-33404	PERA AID				
101-0000-33423	POLICE STATE AID	86,809	107,987	90,000	90,000
101-0000-33424	FIRE STATE AID	54,798	62,038	56,000	56,000
101-0000-33426	OTHER STATE PUBLIC SAFETY AID	18,153	18,083	5,000	5,000
101-0000-34100	GENERAL GOVERNMENT (231)				
101-0000-34101	CITY HALL RENT REVENUE				
101-0000-34102	LIBRARY FEES	175			
101-0000-34103	SPECIAL EVENT SECURITY	10,443	2,447		
101-0000-34107	ASSESSMENT SEARCH FEES	225	100	500	500
101-0000-34111	ENGINEER FEE				
101-0000-34112	FIRE INSPECTION				
101-0000-34122	STAGECOACH/EASTER - REVENUE				
101-0000-34125	DONATIONS	1,000			
101-0000-34204	PROTECTIVE INSPECTION FEES				
101-0000-34205	PUBLIC SAFETY GRANTS			5,000	5,000
101-0000-34208	DARE PROGRAM				
101-0000-34215	FIRE DEPARTMENT				
101-0000-34220	POLICE DEPARTMENT	1,500	500	1,500	1,500
101-0000-34230	PARK & RECREATION DEDICATION				
101-0000-34301	STREET, SIDEWALK AND CURB FEES				
101-0000-34302	DRIVEWAY PERMIT	4,403	3,042	12,000	10,000
101-0000-34780	PARK FEES	2,545	6,325	1,000	1,000
101-0000-35000	FINES AND FORFEITS	12,326	6,093	15,000	15,000
101-0000-36100	SPECIAL ASSESSMENTS				
101-0000-36200	MISCELLANEOUS REVENUES	9,530	2,764		
101-0000-36210	INTEREST EARNINGS	(28,120)	52,147	25,000	25,000
101-0000-36211	INTERFUND LOAN INTEREST	8,715			
101-0000-36220	RENT	42,273	34,040	53,025	53,000
101-0000-36240	REIMBURSEMENTS	21,499	69,078		
101-0000-38050	CABLE TV REVENUES	46,258	36,769	44,000	42,000
101-0000-38060	STREET UTILITY FRANCHISE FEES				
101-0000-39200	INTERFUND OPERATING TRANSFERS				
101-0000-39203	TRANSFER FROM OTHER FUND				
101-0000-39400	PROCEEDS FROM SALE	10,552			
NET OF REVENUES/APPROPRIATIONS - 0000 -		4,221,873	2,574,511	4,196,726	4,708,887
Dept 1110 - COUNCIL					
101-1110-41000	SALARIES & WAGES	21,000	15,750	21,000	21,000
101-1110-41210	PERA	200	150	200	200
101-1110-41220	FICA	1,607	1,205	1,610	1,610
101-1110-41500	WORKER S COMP (GENERAL)	309	400	117	103
101-1110-42000	SUPPLIES - OFFICE/COPY/COMPUTR	216	34	2,000	2,000
101-1110-42080	TRAINING AND INSTRUCTION	1,029	1,413	3,000	3,000
101-1110-44180	UNIFORMS			500	500
101-1110-44330	DUES & SUBSCRIPTIONS	30	30	30	30
NET OF REVENUES/APPROPRIATIONS - 1110 - COUNCIL		(24,391)	(18,982)	(28,457)	(28,443)
Dept 1330 - BOARDS AND COMMISSIONS					
101-1330-41000	SALARIES & WAGES	4,260	2,220	4,440	4,440
101-1330-41010	FULL TIME - REGULAR	150			
101-1330-41220	FICA	337	170	340	340
101-1330-41500	WORKER S COMP (GENERAL)	134	166	157	
101-1330-42080	TRAINING AND INSTRUCTION	134		250	300
101-1330-42100	OPERATING SUPPLIES				
NET OF REVENUES/APPROPRIATIONS - 1330 - BOARDS AND C		(5,015)	(2,556)	(5,187)	(5,080)
Dept 1400 - CITY CLERK OFFICE					
101-1400-41010	FULL TIME - REGULAR	187,076	140,178	195,480	200,520
101-1400-41020	FULL TIME - OVERTIME	4,679			

User: AEM  
DB: WYOMING

Fund: 101 GENERAL FUND

Calculations as of 09/30/2023

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 1400 - CITY CLERK OFFICE					
101-1400-41030	PART TIME EMPLOYEES REGULAR		330		
101-1400-41210	PERA	14,382	10,436	14,660	15,040
101-1400-41220	FICA	13,530	11,828	14,950	15,340
101-1400-41300	EMPLOYER PAID IN (GENERAL)	30,041	20,470	29,430	30,900
101-1400-41310	LIFE INSURANCE	2,186	1,513	2,270	2,380
101-1400-41400	UNEMPLOYMENT COMP (GENERAL)	849			
101-1400-41500	WORKER S COMP (GENERAL)	2,051	3,033	3,509	3,570
101-1400-42000	SUPPLIES - OFFICE/COPY/COMPUTR	6,858	6,313	6,500	7,000
101-1400-42050	SOFTWARE UPGRADES	268		300	500
101-1400-42080	TRAINING AND INSTRUCTION	4,482	4,790	5,000	8,000
101-1400-42090	NETWORK MUNICIPAL COMPUTERS	34,533	35,002	49,000	53,700
101-1400-42100	OPERATING SUPPLIES	3,006	1,130	6,500	6,500
101-1400-42150	COPIER	4,905	3,366	5,000	5,000
101-1400-42170	CITY NEWSLETTER			3,500	3,500
101-1400-42180	COMPUTER MAINT/REPAIR		1,282	3,000	3,500
101-1400-42270	COVID-19				
101-1400-42310	CONTRACTED SERVICES	30,513	11,997	42,000	44,000
101-1400-43000	PROFESSIONAL SERVICE (GENERAL)	15	5,035	10,000	10,500
101-1400-43030	ENGINEERING	26,872	8,140	25,000	25,000
101-1400-43040	ATTORNEY FEES	21,366	16,922	25,000	25,000
101-1400-43120	FEE (GOVERNMENT-STATE)	304	325		
101-1400-43210	TELEPHONE	2,295	1,656	4,000	4,500
101-1400-43220	POSTAGE	1,691	2,018	2,500	2,750
101-1400-43510	LEGAL NOTICE PUBLICATION	822	556	800	800
101-1400-43600	CLEANING SERVICE	4,312	5,652	4,500	7,000
101-1400-43610	CLEANING SUPPLIES			500	
101-1400-43630	GENERAL LIABILITY INSURANCE	(20,397)	29,224	3,970	3,800
101-1400-43800	UTILITIES-GAS/ELEC/SEWER/WATER	9,863	6,628	12,000	12,500
101-1400-43840	REFUSE	1,545		1,600	1,750
101-1400-44010	REPAIRS & MAINT. - BUILDINGS	531	1,163	5,000	5,000
101-1400-44180	UNIFORMS	196	366	500	600
101-1400-44290	REIMBURSEMENTS & REFUNDS		25		
101-1400-44330	DUES & SUBSCRIPTIONS	31,185	19,905	18,000	31,000
101-1400-49500	CONTINGENCY (LGA)				
NET OF REVENUES/APPROPRIATIONS - 1400 - CITY CLERK O		(419,959)	(349,283)	(494,469)	(529,650)
Dept 1410 - ELECTIONS					
101-1410-41000	SALARIES & WAGES	5,332			11,000
101-1410-41210	PERA	10			
101-1410-41220	FICA	7			
101-1410-42100	OPERATING SUPPLIES	1,100			1,500
101-1410-43310	TRAVEL EXPENSES	150			500
NET OF REVENUES/APPROPRIATIONS - 1410 - ELECTIONS		(6,599)			(13,000)
Dept 1500 - FINANCIAL ADMINISTRATION					
101-1500-41010	FULL TIME - REGULAR	32,712	24,375	33,230	34,740
101-1500-41020	FULL TIME - OVERTIME				
101-1500-41210	PERA	2,453	1,828	2,490	2,610
101-1500-41220	FICA	2,069	1,520	2,540	2,660
101-1500-41300	EMPLOYER PAID IN (GENERAL)	11,160	8,074	12,060	12,660
101-1500-41310	LIFE INSURANCE			240	250
101-1500-41320	PCORI TAX	112	108		
101-1500-41500	WORKER S COMP (GENERAL)	419	573	509	
101-1500-42080	TRAINING AND INSTRUCTION	191	176	300	300
101-1500-43000	PROFESSIONAL SERVICE (GENERAL)	66,779	57,034	62,000	93,500
101-1500-43010	AUDITING AND ACCOUNTING	42,000	38,300	44,000	43,500
101-1500-43510	LEGAL NOTICE PUBLICATION	482	270	250	250
101-1500-44330	DUES & SUBSCRIPTIONS	2,070	2,233		2,500
101-1500-47140	TAX ABATEMENT				
NET OF REVENUES/APPROPRIATIONS - 1500 - FINANCIAL AD		(160,447)	(134,491)	(157,619)	(192,970)
Dept 1910 - PLANNING AND ZONING					
101-1910-41010	FULL TIME - REGULAR	30,229	22,777	31,060	32,910
101-1910-41210	PERA	2,267	1,708	2,330	2,470
101-1910-41220	FICA	1,970	1,468	2,380	2,520
101-1910-41300	EMPLOYER PAID IN (GENERAL)	8,163	4,844	8,790	9,240
101-1910-41310	LIFE INSURANCE	785	607	410	430
101-1910-41500	WORKER S COMP (GENERAL)	327	450	399	
101-1910-42310	CONTRACTED SERVICES	3,575	1,102	4,500	4,725
101-1910-43030	ENGINEERING	3,115	1,235	1,500	1,600
101-1910-43040	ATTORNEY FEES	5		750	750
101-1910-43120	FEE (GOVERNMENT-STATE)				
101-1910-43150	PLANNER (COMP PLAN)	10,702		3,000	3,000
101-1910-43510	LEGAL NOTICE PUBLICATION	39		250	250
101-1910-43540	OTHER PRINTING & BINDING	67		1,000	1,050
NET OF REVENUES/APPROPRIATIONS - 1910 - PLANNING AND		(61,244)	(34,191)	(56,369)	(58,945)

User: AEM  
DB: WYOMING

Fund: 101 GENERAL FUND

Calculations as of 09/30/2023

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 2110 - POLICE DEPARTMENT					
101-2110-41010	FULL TIME - REGULAR	951,209	642,945	913,800	1,018,540
101-2110-41020	FULL TIME - OVERTIME	35,197	34,494	15,000	20,000
101-2110-41030	PART TIME EMPLOYEES REGULAR		2,301		30,320
101-2110-41040	POLICE O.T. - PARTTIME				
101-2110-41050	NIGHT DIFFERENTIAL	1,547	1,031	3,290	3,290
101-2110-41060	POLICE O.T. - GRANT	5,438	733	8,000	8,000
101-2110-41070	POLICE O.T. - COURT	596	223	4,000	4,000
101-2110-41080	FIRE WAGES	218,918			
101-2110-41090	OVERTIME-SPECIAL EVENT SECURITY		945		
101-2110-41100	HOLIDAY	9,725	5,295	32,230	34,870
101-2110-41210	PERA	170,772	109,578	158,890	181,890
101-2110-41220	FICA	33,258	14,572	20,750	24,830
101-2110-41240	FIRE PENSION CONTRIBUTIONS				
101-2110-41300	EMPLOYER PAID IN (GENERAL)	133,094	85,258	137,910	144,450
101-2110-41310	LIFE INSURANCE	9,155	6,288	6,060	6,360
101-2110-41400	UNEMPLOYMENT COMP (GENERAL)	772			
101-2110-41500	WORKER S COMP (GENERAL)	61,891	89,169	83,254	105,856
101-2110-42000	SUPPLIES - OFFICE/COPY/COMPUTR	4,208	2,517	2,800	3,200
101-2110-42070	RECRUITMENT				3,000
101-2110-42080	TRAINING AND INSTRUCTION	29,414	11,148	28,590	29,600
101-2110-42100	OPERATING SUPPLIES	17,667	6,303	10,000	12,000
101-2110-42110	MEDICAL SUPPLIES AND EQUIPMENT				3,500
101-2110-42120	MOTOR FUELS	51,119	25,979	50,500	46,000
101-2110-42200	COMPLIANCE CHECKS			250	250
101-2110-42230	CRIME PREVENTION	2,048	1,004	4,000	4,000
101-2110-42240	MAINTENANCE CONTRACTS	26,256	1,140	34,110	65,610
101-2110-42300	SAFETY EQUIPMENT	14,184	140		
101-2110-42310	CONTRACTED SERVICES	15,780	5,951	9,218	12,945
101-2110-42350	RESERVES	926	1,033	4,500	5,000
101-2110-43000	PROFESSIONAL SERVICE (GENERAL)	1,869	740	2,550	2,550
101-2110-43010	AUDITING AND ACCOUNTING		2,551	2,000	2,000
101-2110-43040	ATTORNEY FEES	793	2,126	2,000	2,000
101-2110-43200	COMMUNICATIONS (GENERAL)	31,318	14,173	28,500	28,500
101-2110-43210	TELEPHONE	3,629	3,657	3,500	4,500
101-2110-43220	POSTAGE	2,855	1,094	2,500	2,500
101-2110-43600	CLEANING SERVICE	4,199	3,236	3,600	4,341
101-2110-43630	GENERAL LIABILITY INSURANCE	74,559	47,955	38,970	47,130
101-2110-43700	INSPECTIONS	5,710			
101-2110-43800	UTILITIES-GAS/ELEC/SEWER/WATER	11,822	8,693	15,000	15,000
101-2110-43840	REFUSE	25		100	100
101-2110-43900	VEHICLE MAINTENANCE	37,663	11,916	18,000	18,000
101-2110-43910	SPECIAL PROJECTS	8,246	5,000	4,995	
101-2110-44010	REPAIRS & MAINT. - BUILDINGS	3,092	143	2,000	2,000
101-2110-44040	REPAIRS & MAINT. - EQUIPMENT			1,600	1,600
101-2110-44080	UNIFORMS	9,146	4,034	9,125	10,500
101-2110-44330	DUES & SUBSCRIPTIONS	4,575	5,843	1,720	4,970
101-2110-44350	WELLNESS		2,075	4,120	12,120
101-2110-44360	INVESTIGATIONS	2,747	2,004	3,500	3,700
101-2110-44370	COLLABORATIVE PARTNERSHIPS		5,840	5,500	5,500
101-2110-45800	OTHER EQUIPMENT	17,034	10,613	17,050	18,000
NET OF REVENUES/APPROPRIATIONS - 2110 - POLICE DEPAR		(2,074,654)	(1,179,740)	(1,693,482)	(1,952,522)
Dept 2200 - FIRE DEPARTMENT					
101-2200-41080	FIRE WAGES		142,112	196,820	206,980
101-2200-41210	PERA		7,445	12,760	14,430
101-2200-41220	FICA		7,771	11,000	11,230
101-2200-41240	FIRE PENSION CONTRIBUTIONS			56,000	56,000
101-2200-41300	EMPLOYER PAID IN (GENERAL)		6,160	17,820	19,000
101-2200-41310	LIFE INSURANCE			950	1,000
101-2200-41500	WORKER S COMP (GENERAL)		16,230	22,075	22,081
101-2200-42000	SUPPLIES - OFFICE/COPY/COMPUTR			800	800
101-2200-42070	RECRUITMENT				500
101-2200-42080	TRAINING AND INSTRUCTION		6,554	12,000	12,000
101-2200-42100	OPERATING SUPPLIES		4,563	8,000	7,000
101-2200-42110	MEDICAL SUPPLIES AND EQUIPMENT				3,000
101-2200-42120	MOTOR FUELS		4,969	12,000	10,000
101-2200-42200	COMPLIANCE CHECKS				
101-2200-42230	CRIME PREVENTION				
101-2200-42240	MAINTENANCE CONTRACTS			650	650
101-2200-42300	SAFETY EQUIPMENT		10,900	18,000	18,000
101-2200-42310	CONTRACTED SERVICES		4,009	8,850	8,850
101-2200-43000	PROFESSIONAL SERVICE (GENERAL)		469	4,500	4,500
101-2200-43010	AUDITING AND ACCOUNTING			500	500
101-2200-43040	ATTORNEY FEES		403		500
101-2200-43200	COMMUNICATIONS (GENERAL)		9,085	12,200	13,600
101-2200-43630	GENERAL LIABILITY INSURANCE			10,510	10,680

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 2200 - FIRE DEPARTMENT					
101-2200-43700	INSPECTIONS		3,393	12,000	12,000
101-2200-43900	VEHICLE MAINTENANCE		11,420	17,000	17,000
101-2200-43910	SPECIAL PROJECTS				
101-2200-44010	REPAIRS & MAINT. - BUILDINGS		2,368	1,500	1,500
101-2200-44040	REPAIRS & MAINT. - EQUIPMENT		351	3,000	3,000
101-2200-44080	UNIFORMS		2,824	4,500	5,500
101-2200-44330	DUES & SUBSCRIPTIONS	200		800	800
101-2200-44350	WELLNESS			500	500
101-2200-44360	INVESTIGATIONS				
101-2200-44370	COLLABORATIVE PARTNERSHIPS				
101-2200-45800	OTHER EQUIPMENT				22,350
NET OF REVENUES/APPROPRIATIONS - 2200 - FIRE DEPARTM		(200)	(241,026)	(444,735)	(483,951)
Dept 2400 - BUILDING INSPECTION					
101-2400-41010	FULL TIME - REGULAR	123,005	95,163	157,290	161,960
101-2400-41210	PERA	9,225	6,869	11,800	12,150
101-2400-41220	FICA	8,300	6,269	12,030	12,390
101-2400-41300	EMPLOYER PAID IN (GENERAL)	26,505	15,800	22,980	34,550
101-2400-41310	LIFE INSURANCE	1,545	1,181	1,560	1,640
101-2400-41500	WORKER S COMP (GENERAL)	884	1,370	594	1,614
101-2400-42000	SUPPLIES - OFFICE/COPY/COMPUTR	4,931	83	6,100	6,400
101-2400-42050	SOFTWARE UPGRADES	17,600		1,000	1,000
101-2400-42080	TRAINING AND INSTRUCTION	2,410	6,104	7,000	7,350
101-2400-42100	OPERATING SUPPLIES	2,642	437	2,000	2,100
101-2400-42120	MOTOR FUELS	1,737	691	1,750	1,750
101-2400-42310	CONTRACTED SERVICES	329		2,000	2,000
101-2400-43030	ENGINEERING			250	250
101-2400-43040	ATTORNEY FEES			750	750
101-2400-43210	TELEPHONE	912	661	2,300	1,100
101-2400-43220	POSTAGE	169	245	800	800
101-2400-43310	TRAVEL EXPENSES	931	1,013	4,450	4,700
101-2400-43630	GENERAL LIABILITY INSURANCE	3,488	5,799	4,030	2,630
101-2400-43900	VEHICLE MAINTENANCE	131	3,998	4,000	4,500
101-2400-44180	UNIFORMS	578	534	900	1,000
101-2400-44330	DUES & SUBSCRIPTIONS	2,883	5,479	5,600	5,900
NET OF REVENUES/APPROPRIATIONS - 2400 - BUILDING INS		(208,205)	(151,696)	(249,184)	(266,534)
Dept 3100 - HWYS, STREETS, AND ROADS					
101-3100-41010	FULL TIME - REGULAR	239,907	228,522	309,620	337,910
101-3100-41020	FULL TIME - OVERTIME	6,847	5,028	14,000	14,000
101-3100-41030	PART TIME EMPLOYEES REGULAR		4,083	10,690	10,690
101-3100-41210	PERA	18,506	17,248	25,070	27,190
101-3100-41220	FICA	18,276	17,133	25,570	27,740
101-3100-41300	EMPLOYER PAID IN (GENERAL)	61,276	54,068	76,560	80,390
101-3100-41310	LIFE INSURANCE	2,983	2,569	2,540	2,660
101-3100-41500	WORKER S COMP (GENERAL)	28,729	39,940	26,966	34,878
101-3100-42000	SUPPLIES - OFFICE/COPY/COMPUTR	1,169	901	500	1,200
101-3100-42050	SOFTWARE UPGRADES	3,495	3,016	7,500	7,500
101-3100-42080	TRAINING AND INSTRUCTION	944	56	1,000	1,000
101-3100-42100	OPERATING SUPPLIES	3,447	2,864	2,500	3,000
101-3100-42120	MOTOR FUELS	25,356	14,492	21,250	27,000
101-3100-42130	CULVERTS				
101-3100-42190	SEASONAL ACTIVITIES				
101-3100-42250	LANDSCAPING MATERIALS	1,197	1,389	1,500	1,500
101-3100-42260	SIGN MATERIAL/REPLACEMENT	3,952	2,374	5,000	5,000
101-3100-42300	SAFETY EQUIPMENT	5,531	1,381	3,500	5,000
101-3100-42310	CONTRACTED SERVICES	16,538	7,750	7,500	8,000
101-3100-42400	SMALL TOOLS/MINOR EQUIPMENT	9,948	5,000	10,000	10,000
101-3100-42910	EQUIPMENT REPAIR		374		
101-3100-43000	PROFESSIONAL SERVICE (GENERAL)				
101-3100-43030	ENGINEERING	3,472			
101-3100-43040	ATTORNEY FEES				
101-3100-43060	PERSONNEL TESTING	788	619	1,200	1,200
101-3100-43090	HAZARDOUS WASTE DISPOSAL				
101-3100-43120	FEE (GOVERNMENT-STATE)	10			
101-3100-43210	TELEPHONE	1,019	586	350	1,200
101-3100-43520	GENERAL NOTICE PUBLICATION			2,700	2,700
101-3100-43630	GENERAL LIABILITY INSURANCE	19,745	18,200	16,860	16,950
101-3100-43800	UTILITIES-GAS/ELEC/SEWER/WATER	26,952	18,311	25,000	29,000
101-3100-43840	REFUSE	1,401	1,047	1,000	1,500
101-3100-43860	STREET LIGHTS	89,104	59,160	90,000	90,000
101-3100-43900	VEHICLE MAINTENANCE	1,318			
101-3100-44010	REPAIRS & MAINT. - BUILDINGS	7,689	3,709	5,000	9,000
101-3100-44030	REP & MAIN. - OTHER THAN BLDGS				
101-3100-44040	REPAIRS & MAINT. - EQUIPMENT	88,029	40,916	43,000	48,000
101-3100-44100	RENTALS (EQUIPMENT)	5,828	4,873	5,000	6,000

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 3100 - HWYS, STREETS, AND ROADS					
101-3100-44180	UNIFORMS	6,674	3,561	6,000	6,500
101-3100-44330	DUES & SUBSCRIPTIONS	1,035	1,955	500	2,000
101-3100-44400	SALT & SAND	50,507	33,102	35,523	50,000
101-3100-44410	STREET MAINT MATERIALS	46,308	97,539	45,000	55,000
NET OF REVENUES/APPROPRIATIONS - 3100 - HWYS, STREET		(797,980)	(691,766)	(828,399)	(923,708)
Dept 3160 - Street Lighting					
101-3160-43800	UTILITIES-GAS/ELEC/SEWER/WATER				
NET OF REVENUES/APPROPRIATIONS - 3160 - Street Light					
Dept 5200 - PARKS					
101-5200-41010	FULL TIME - REGULAR	39,462	10,214	38,010	38,060
101-5200-41020	FULL TIME - OVERTIME	2,994	2,226	1,000	1,000
101-5200-41030	PART TIME EMPLOYEES REGULAR	843	7,084	18,190	18,220
101-5200-41210	PERA	2,742	907	3,730	3,730
101-5200-41220	FICA	3,389	962	4,380	4,380
101-5200-41300	EMPLOYER PAID IN (GENERAL)	8,074	3,331	8,920	9,370
101-5200-41310	LIFE INSURANCE				300
101-5200-41500	WORKER S COMP (GENERAL)	8,136	10,690	635	4,484
101-5200-42080	TRAINING AND INSTRUCTION	456	711	2,500	2,500
101-5200-42100	OPERATING SUPPLIES	1,151	788	1,000	1,250
101-5200-42120	MOTOR FUELS	1,062	507	2,500	2,500
101-5200-42190	SEASONAL ACTIVITIES	1,765	97	2,000	2,000
101-5200-42250	LANDSCAPING MATERIALS	1,825	1,671	1,500	2,000
101-5200-42310	CONTRACTED SERVICES	41,811	38,962	50,000	50,000
101-5200-42400	SMALL TOOLS/MINOR EQUIPMENT	1,291	2,833	2,500	2,500
101-5200-42600	TRAIL MAINTENANCE		2,827	2,500	2,500
101-5200-42910	EQUIPMENT REPAIR				
101-5200-43210	TELEPHONE				
101-5200-43520	GENERAL NOTICE PUBLICATION				
101-5200-43630	GENERAL LIABILITY INSURANCE	13,590	12,706	6,410	7,340
101-5200-43800	UTILITIES-GAS/ELEC/SEWER/WATER	4,030	2,748	4,200	4,500
101-5200-43840	REFUSE	1,675	2,174	1,200	1,800
101-5200-43900	VEHICLE MAINTENANCE				
101-5200-44010	REPAIRS & MAINT. - BUILDINGS	8,607	753	5,000	6,000
101-5200-44030	REP & MAIN. - OTHER THAN BLDGS				
101-5200-44040	REPAIRS & MAINT. - EQUIPMENT	23,987	14,121	20,000	22,000
101-5200-44050	SATALITE RENTAL	9,025	7,264	6,500	7,500
101-5200-44180	UNIFORMS				
101-5200-44760	TREE PLANTING	20,516	6,412	15,000	15,000
101-5200-49000	2004 CHEVY PICKUP				
101-5200-49120	POLARIS RANGER				
101-5200-49220	DUMPSTER TRAILER				
NET OF REVENUES/APPROPRIATIONS - 5200 - PARKS		(196,431)	(129,988)	(197,675)	(208,934)
Dept 5500 - LIBRARY					
101-5500-41210	PERA				
101-5500-41220	FICA				
101-5500-41300	EMPLOYER PAID IN (GENERAL)				
101-5500-42100	OPERATING SUPPLIES				
101-5500-43600	CLEANING SERVICE	15,161	11,371	19,000	19,000
101-5500-43800	UTILITIES-GAS/ELEC/SEWER/WATER	24,400	20,516	19,000	23,000
101-5500-43840	REFUSE	194	132	150	150
101-5500-44010	REPAIRS & MAINT. - BUILDINGS			3,000	3,000
NET OF REVENUES/APPROPRIATIONS - 5500 - LIBRARY		(39,755)	(32,019)	(41,150)	(45,150)
Dept 9360 - TRANSFER OUT					
101-9360-47210	TRANSFER	499,366			
NET OF REVENUES/APPROPRIATIONS - 9360 - TRANSFER OUT		(499,366)			
ESTIMATED REVENUES - FUND 101		4,221,873	2,574,511	4,196,726	4,708,887
APPROPRIATIONS - FUND 101		4,494,246	2,965,738	4,196,726	4,708,887
NET OF REVENUES/APPROPRIATIONS - FUND 101		(272,373)	(391,227)		
BEGINNING FUND BALANCE		2,674,065	2,403,694	2,403,694	2,012,467
FUND BALANCE ADJUSTMENTS		1,998			
ENDING FUND BALANCE		2,403,690	2,012,467	2,403,404	2,012,467

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
201-0000-36200	MISCELLANEOUS REVENUES				
201-0000-36210	INTEREST EARNINGS	(461)	383	444	370
201-0000-39400	PROCEEDS FROM SALE	1,688	72	10,000	10,000
NET OF REVENUES/APPROPRIATIONS - 0000 -		1,227	455	10,444	10,370
Dept 2110 - POLICE DEPARTMENT					
201-2110-42000	SUPPLIES - OFFICE/COPY/COMPUTR				
201-2110-42100	OPERATING SUPPLIES	600	18		436
201-2110-42300	SAFETY EQUIPMENT				
201-2110-43040	ATTORNEY FEES				
201-2110-44290	REIMBURSEMENTS & REFUNDS				
201-2110-45800	OTHER EQUIPMENT			540	
201-2110-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 2110 - POLICE DEPAR		(600)	(18)	(540)	(436)
ESTIMATED REVENUES - FUND 201		1,227	455	10,444	10,370
APPROPRIATIONS - FUND 201		600	18	540	436
NET OF REVENUES/APPROPRIATIONS - FUND 201		627	437	9,904	9,934
BEGINNING FUND BALANCE		17,402	18,030	18,030	18,467
ENDING FUND BALANCE		18,029	18,467	27,934	28,401

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
202-0000-32220	FEES ETC.	12,437	6,867	9,738	
202-0000-36210	INTEREST EARNINGS	(471)	487	276	219
202-0000-39400	PROCEEDS FROM SALE	4,822	1,095	6,814	12,239
NET OF REVENUES/APPROPRIATIONS - 0000 -		16,788	8,449	16,828	12,458
Dept 2110 - POLICE DEPARTMENT					
202-2110-42100	OPERATING SUPPLIES				
202-2110-42310	CONTRACTED SERVICES	10,052	7,561		9,363
202-2110-43000	PROFESSIONAL SERVICE (GENERAL)	152			
202-2110-45800	OTHER EQUIPMENT			8,847	
202-2110-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 2110 - POLICE DEPAR		(10,204)	(7,561)	(8,847)	(9,363)
ESTIMATED REVENUES - FUND 202		16,788	8,449	16,828	12,458
APPROPRIATIONS - FUND 202		10,204	7,561	8,847	9,363
NET OF REVENUES/APPROPRIATIONS - FUND 202		6,584	888	7,981	3,095
BEGINNING FUND BALANCE		15,906	22,490	22,490	23,378
ENDING FUND BALANCE		22,490	23,378	30,471	26,473

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GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
205-0000-34220	POLICE DEPARTMENT	793	1,500		
205-0000-36210	INTEREST EARNINGS	(170)	147		
NET OF REVENUES/APPROPRIATIONS - 0000 -		623	1,647		
Dept 2110 - POLICE DEPARTMENT					
205-2110-42100	OPERATING SUPPLIES	1,706	103		
205-2110-42230	CRIME PREVENTION				
205-2110-45800	OTHER EQUIPMENT				
205-2110-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 2110 - POLICE DEPAR		(1,706)	(103)		
ESTIMATED REVENUES - FUND 205		623	1,647		
APPROPRIATIONS - FUND 205		1,706	103		
NET OF REVENUES/APPROPRIATIONS - FUND 205		(1,083)	1,544		
BEGINNING FUND BALANCE		6,975	5,892	5,892	7,436
ENDING FUND BALANCE		5,892	7,436	5,892	7,436

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
206-0000-32220	FEES ETC.	1,500	2,940		
206-0000-36210	INTEREST EARNINGS	(37)	38		
NET OF REVENUES/APPROPRIATIONS - 0000 -		1,463	2,978		
Dept 2110 - POLICE DEPARTMENT					
206-2110-42100	OPERATING SUPPLIES	1,500			
206-2110-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 2110 - POLICE DEPAR		(1,500)			
ESTIMATED REVENUES - FUND 206		1,463	2,978		
APPROPRIATIONS - FUND 206		1,500			
NET OF REVENUES/APPROPRIATIONS - FUND 206		(37)	2,978		
BEGINNING FUND BALANCE		198	161	161	3,139
ENDING FUND BALANCE		161	3,139	161	3,139

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
207-0000-32220	FEES ETC.	450	370		
207-0000-36210	INTEREST EARNINGS	(574)	464		
NET OF REVENUES/APPROPRIATIONS - 0000 -		(124)	834		
Dept 2110 - POLICE DEPARTMENT					
207-2110-42100	OPERATING SUPPLIES				
207-2110-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 2110 - POLICE DEPAR					
ESTIMATED REVENUES - FUND 207		(124)	834		
APPROPRIATIONS - FUND 207					
NET OF REVENUES/APPROPRIATIONS - FUND 207		(124)	834		
BEGINNING FUND BALANCE		22,178	22,054	22,054	22,888
ENDING FUND BALANCE		22,054	22,888	22,054	22,888

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
208-0000-32220	FEES ETC.	1,470	645		
208-0000-36210	INTEREST EARNINGS	(296)	200		
208-0000-39203	TRANSFER FROM OTHER FUND				
NET OF REVENUES/APPROPRIATIONS - 0000 -		1,174	845		
Dept 2110 - POLICE DEPARTMENT					
208-2110-42000	SUPPLIES - OFFICE/COPY/COMPUTR				
208-2110-42230	CRIME PREVENTION	393			
208-2110-42310	CONTRACTED SERVICES	2,500	3,000		
208-2110-44290	REIMBURSEMENTS & REFUNDS				
208-2110-45800	OTHER EQUIPMENT		1,148		
NET OF REVENUES/APPROPRIATIONS - 2110 - POLICE DEPAR		(2,893)	(4,148)		
ESTIMATED REVENUES - FUND 208		1,174	845		
APPROPRIATIONS - FUND 208		2,893	4,148		
NET OF REVENUES/APPROPRIATIONS - FUND 208		(1,719)	(3,303)		
BEGINNING FUND BALANCE		12,515	10,796	10,796	7,493
ENDING FUND BALANCE		10,796	7,493	10,796	7,493

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
280-0000-31000	GENERAL PROPERTY TAXES	10,000	5,000	10,000	10,000
280-0000-33400	STATE GRANTS AND AIDS				
280-0000-34125	DONATIONS				
280-0000-36200	MISCELLANEOUS REVENUES		11,000		
280-0000-36210	INTEREST EARNINGS	(4,854)	3,963		
280-0000-39203	TRANSFER FROM OTHER FUND				
280-0000-39400	PROCEEDS FROM SALE				
NET OF REVENUES/APPROPRIATIONS - 0000 -		5,146	19,963	10,000	10,000
Dept 1000 - GENERAL GOVERNMENT					
280-1000-43000	PROFESSIONAL SERVICE (GENERAL)	8,813	14,808		
280-1000-43030	ENGINEERING				
280-1000-43040	ATTORNEY FEES				
280-1000-45150	LAND TAXES				
280-1000-46010	DEBT SRV BOND PRINCIPAL			24,521	
280-1000-46110	BOND INTEREST			6,908	
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE		(8,813)	(14,808)	(31,429)	
Dept 1330 - BOARDS AND COMMISSIONS					
280-1330-41000	SALARIES & WAGES	270	150		1,000
280-1330-41220	FICA	21	11		
280-1330-42080	TRAINING AND INSTRUCTION				
NET OF REVENUES/APPROPRIATIONS - 1330 - BOARDS AND C		(291)	(161)		(1,000)
Dept 1500 - FINANCIAL ADMINISTRATION					
280-1500-43000	PROFESSIONAL SERVICE (GENERAL)				
NET OF REVENUES/APPROPRIATIONS - 1500 - FINANCIAL AD					
ESTIMATED REVENUES - FUND 280		5,146	19,963	10,000	10,000
APPROPRIATIONS - FUND 280		9,104	14,969	31,429	1,000
NET OF REVENUES/APPROPRIATIONS - FUND 280		(3,958)	4,994	(21,429)	9,000
BEGINNING FUND BALANCE		194,974	191,016	191,016	196,010
ENDING FUND BALANCE		191,016	196,010	169,587	205,010

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
285-0000-36210	INTEREST EARNINGS	(573)	453		
285-0000-36505	REVOLVING LOANS RETAINED				
285-0000-39999	PRIOR PERIOD ADJUSTMENTS				
NET OF REVENUES/APPROPRIATIONS - 0000 -		(573)	453		
Dept 1000 - GENERAL GOVERNMENT					
285-1000-43040	ATTORNEY FEES				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE					
Dept 6500 - ECONOMIC DEVELOPMENT					
285-6500-44040	REPAIRS & MAINT. - EQUIPMENT				
285-6500-44060	LOAN DISBURSEMENTS				
NET OF REVENUES/APPROPRIATIONS - 6500 - ECONOMIC DEV					
ESTIMATED REVENUES - FUND 285		(573)	453		
APPROPRIATIONS - FUND 285					
NET OF REVENUES/APPROPRIATIONS - FUND 285		(573)	453		
BEGINNING FUND BALANCE		22,248	21,674	21,674	22,127
ENDING FUND BALANCE		21,675	22,127	21,674	22,127

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
331-0000-31000	GENERAL PROPERTY TAXES				
331-0000-36100	SPECIAL ASSESSMENTS				
331-0000-36210	INTEREST EARNINGS				
331-0000-39203	TRANSFER FROM OTHER FUND				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
Dept 7000 - DEBT SERVICE					
331-7000-46010	DEBT SRV BOND PRINCIPAL				
331-7000-46110	BOND INTEREST				
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE					
ESTIMATED REVENUES - FUND 331					
APPROPRIATIONS - FUND 331					
NET OF REVENUES/APPROPRIATIONS - FUND 331					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
333-0000-31000	GENERAL PROPERTY TAXES				
333-0000-36100	SPECIAL ASSESSMENTS				
333-0000-36210	INTEREST EARNINGS				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
Dept 7000 - DEBT SERVICE					
333-7000-46010	DEBT SRV BOND PRINCIPAL				
333-7000-46110	BOND INTEREST				
333-7000-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE					
ESTIMATED REVENUES - FUND 333					
APPROPRIATIONS - FUND 333					
NET OF REVENUES/APPROPRIATIONS - FUND 333					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
335-0000-36100	SPECIAL ASSESSMENTS				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
ESTIMATED REVENUES - FUND 335					
APPROPRIATIONS - FUND 335					
NET OF REVENUES/APPROPRIATIONS - FUND 335					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
336-0000-36100	SPECIAL ASSESSMENTS				
336-0000-36210	INTEREST EARNINGS				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
Dept 1000 - GENERAL GOVERNMENT					
336-1000-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE					
Dept 7000 - DEBT SERVICE					
336-7000-46010	DEBT SRV BOND PRINCIPAL				
336-7000-46110	BOND INTEREST				
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE					
ESTIMATED REVENUES - FUND 336					
APPROPRIATIONS - FUND 336					
NET OF REVENUES/APPROPRIATIONS - FUND 336					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
337-0000-31000	GENERAL PROPERTY TAXES	210,000	107,500	215,000	133,430
337-0000-33160	FEDERAL GRANT FUNDS	20,625	9,042		
337-0000-36100	SPECIAL ASSESSMENTS	99,774	20,570		
337-0000-36210	INTEREST EARNINGS	(15,422)	9,512		
NET OF REVENUES/APPROPRIATIONS - 0000 -		314,977	146,624	215,000	133,430
Dept 1000 - GENERAL GOVERNMENT					
337-1000-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE					
Dept 7000 - DEBT SERVICE					
337-7000-43000	PROFESSIONAL SERVICE (GENERAL)				
337-7000-46010	DEBT SRV BOND PRINCIPAL	315,000	320,000	320,000	335,000
337-7000-46110	BOND INTEREST	62,490	45,820	45,820	28,295
337-7000-46200	FISCAL AGENT FEES	375	375		
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE		(377,865)	(366,195)	(365,820)	(363,295)
ESTIMATED REVENUES - FUND 337		314,977	146,624	215,000	133,430
APPROPRIATIONS - FUND 337		377,865	366,195	365,820	363,295
NET OF REVENUES/APPROPRIATIONS - FUND 337		(62,888)	(219,571)	(150,820)	(229,865)
BEGINNING FUND BALANCE		830,701	767,813	767,813	548,242
ENDING FUND BALANCE		767,813	548,242	616,993	318,377

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
338-0000-31000	GENERAL PROPERTY TAXES	275,000	125,000	250,000	230,000
338-0000-36100	SPECIAL ASSESSMENTS	67,452	32,770		
338-0000-36210	INTEREST EARNINGS	(10,244)	7,104		
338-0000-39300	BOND PROCEEDS				
NET OF REVENUES/APPROPRIATIONS - 0000 -		332,208	164,874	250,000	230,000
Dept 7000 - DEBT SERVICE					
338-7000-43040	ATTORNEY FEES				
338-7000-46010	DEBT SRV BOND PRINCIPAL	325,000	335,000	335,000	345,000
338-7000-46110	BOND INTEREST	47,175	37,275	37,275	27,075
338-7000-46200	FISCAL AGENT FEES	550	550		
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE		(372,725)	(372,825)	(372,275)	(372,075)
ESTIMATED REVENUES - FUND 338		332,208	164,874	250,000	230,000
APPROPRIATIONS - FUND 338		372,725	372,825	372,275	372,075
NET OF REVENUES/APPROPRIATIONS - FUND 338		(40,517)	(207,951)	(122,275)	(142,075)
BEGINNING FUND BALANCE		700,733	660,217	660,217	452,266
ENDING FUND BALANCE		660,216	452,266	537,942	310,191

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
339-0000-31000	GENERAL PROPERTY TAXES	124,404	63,984	127,967	100,813
339-0000-36100	SPECIAL ASSESSMENTS				
339-0000-36210	INTEREST EARNINGS	(2,009)	1,582		
339-0000-39203	TRANSFER FROM OTHER FUND				
NET OF REVENUES/APPROPRIATIONS - 0000 -		122,395	65,566	127,967	100,813
Dept 7000 - DEBT SERVICE					
339-7000-46010	DEBT SRV BOND PRINCIPAL	110,000	110,000	110,000	115,000
339-7000-46110	BOND INTEREST	9,910	8,480	8,480	6,874
339-7000-46200	FISCAL AGENT FEES	500			
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE		(120,410)	(118,480)	(118,480)	(121,874)
ESTIMATED REVENUES - FUND 339		122,395	65,566	127,967	100,813
APPROPRIATIONS - FUND 339		120,410	118,480	118,480	121,874
NET OF REVENUES/APPROPRIATIONS - FUND 339		1,985	(52,914)	9,487	(21,061)
BEGINNING FUND BALANCE		170,681	172,667	172,667	119,753
ENDING FUND BALANCE		172,666	119,753	182,154	98,692

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
340-0000-31000	GENERAL PROPERTY TAXES	104,540	50,931	101,862	104,435
340-0000-36100	SPECIAL ASSESSMENTS	26,844	9,244		
340-0000-36210	INTEREST EARNINGS	(594)	541		
340-0000-39203	TRANSFER FROM OTHER FUND				
NET OF REVENUES/APPROPRIATIONS - 0000 -		130,790	60,716	101,862	104,435
Dept 7000 - DEBT SERVICE					
340-7000-46010	DEBT SRV BOND PRINCIPAL	85,000	85,000	85,000	90,000
340-7000-46110	BOND INTEREST	39,519	36,969	36,969	34,344
340-7000-46200	FISCAL AGENT FEES	550	550		
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE		(125,069)	(122,519)	(121,969)	(124,344)
ESTIMATED REVENUES - FUND 340		130,790	60,716	101,862	104,435
APPROPRIATIONS - FUND 340		125,069	122,519	121,969	124,344
NET OF REVENUES/APPROPRIATIONS - FUND 340		5,721	(61,803)	(20,107)	(19,909)
BEGINNING FUND BALANCE		119,048	124,769	124,769	62,966
ENDING FUND BALANCE		124,769	62,966	104,662	43,057

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
341-0000-31000	GENERAL PROPERTY TAXES	222,116	111,531	223,061	223,901
341-0000-36100	SPECIAL ASSESSMENTS	53,428	21,632		
341-0000-36210	INTEREST EARNINGS	(1,699)	4,837		
341-0000-39203	TRANSFER FROM OTHER FUND	143,958			
NET OF REVENUES/APPROPRIATIONS - 0000 -		417,803	138,000	223,061	223,901
Dept 7000 - DEBT SERVICE					
341-7000-46010	DEBT SRV BOND PRINCIPAL	205,000	205,000	205,000	210,000
341-7000-46110	BOND INTEREST	67,850	63,750	63,750	59,600
341-7000-46200	FISCAL AGENT FEES		500		
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE		(272,850)	(269,250)	(268,750)	(269,600)
ESTIMATED REVENUES - FUND 341		417,803	138,000	223,061	223,901
APPROPRIATIONS - FUND 341		272,850	269,250	268,750	269,600
NET OF REVENUES/APPROPRIATIONS - FUND 341		144,953	(131,250)	(45,689)	(45,699)
BEGINNING FUND BALANCE		400,404	545,357	545,357	414,107
ENDING FUND BALANCE		545,357	414,107	499,668	368,408

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
370-0000-31000	GENERAL PROPERTY TAXES				
370-0000-31050	TAX INCREMENTS	35,150	15,568		
370-0000-36210	INTEREST EARNINGS	(606)	151		
370-0000-39203	TRANSFER FROM OTHER FUND				
NET OF REVENUES/APPROPRIATIONS - 0000 -		34,544	15,719		
Dept 1000 - GENERAL GOVERNMENT					
370-1000-43040	ATTORNEY FEES				
370-1000-46200	FISCAL AGENT FEES				
370-1000-47150	TAX INCREMENT	9,397	8,776		
370-1000-47220	INTERFUND INTEREST EXPENSE	8,714			
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE		(18,111)	(8,776)		
Dept 7000 - DEBT SERVICE					
370-7000-46010	DEBT SRV BOND PRINCIPAL				
370-7000-46110	BOND INTEREST				
370-7000-46200	FISCAL AGENT FEES				
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE					
Dept 9360 - TRANSFER OUT					
370-9360-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 9360 - TRANSFER OUT					
ESTIMATED REVENUES - FUND 370		34,544	15,719		
APPROPRIATIONS - FUND 370		18,111	8,776		
NET OF REVENUES/APPROPRIATIONS - FUND 370		16,433	6,943		
BEGINNING FUND BALANCE		(217,876)	(201,444)	(201,444)	(194,501)
ENDING FUND BALANCE		(201,443)	(194,501)	(201,444)	(194,501)

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
385-0000-31050	TAX INCREMENTS				
385-0000-33402	HOMESTEAD CREDIT				
385-0000-36210	INTEREST EARNINGS				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
Dept 1000 - GENERAL GOVERNMENT					
385-1000-47150	TAX INCREMENT				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE					
Dept 9360 - TRANSFER OUT					
385-9360-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 9360 - TRANSFER OUT					
ESTIMATED REVENUES - FUND 385					
APPROPRIATIONS - FUND 385					
NET OF REVENUES/APPROPRIATIONS - FUND 385					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
390-0000-36100	SPECIAL ASSESSMENTS				
390-0000-36210	INTEREST EARNINGS				
390-0000-39203	TRANSFER FROM OTHER FUND				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
Dept 7000 - DEBT SERVICE					
390-7000-46010	DEBT SRV BOND PRINCIPAL				
390-7000-46110	BOND INTEREST				
390-7000-46200	FISCAL AGENT FEES				
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE					
ESTIMATED REVENUES - FUND 390					
APPROPRIATIONS - FUND 390					
NET OF REVENUES/APPROPRIATIONS - FUND 390					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
401-0000-31000	GENERAL PROPERTY TAXES	200,000	132,865	265,729	200,000
401-0000-33401	LOCAL GOVERNMENT AID	302,393	127,886	255,771	437,744
401-0000-36100	SPECIAL ASSESSMENTS				
401-0000-36200	MISCELLANEOUS REVENUES	29,425			
401-0000-36210	INTEREST EARNINGS	(3,627)	1,264	8,057	4,391
401-0000-36231	TREE REPLACEMENT		28,500		
401-0000-36240	REIMBURSEMENTS	5,416			
401-0000-39203	TRANSFER FROM OTHER FUND	499,366		47,179	
401-0000-39400	PROCEEDS FROM SALE	18,071		13,600	
NET OF REVENUES/APPROPRIATIONS - 0000 -		1,051,044	290,515	590,336	642,135
Dept 1000 - GENERAL GOVERNMENT					
401-1000-45000	CAPITAL OUTLAY	387,348	19,221	5,000	25,000
401-1000-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE		(387,348)	(19,221)	(5,000)	(25,000)
Dept 2110 - POLICE DEPARTMENT					
401-2110-45000	CAPITAL OUTLAY	165,494	53,979	110,500	143,000
NET OF REVENUES/APPROPRIATIONS - 2110 - POLICE DEPAR		(165,494)	(53,979)	(110,500)	(143,000)
Dept 2200 - FIRE DEPARTMENT					
401-2200-45000	CAPITAL OUTLAY	1,352		30,000	40,000
401-2200-47220	INTERFUND INTEREST EXPENSE				
NET OF REVENUES/APPROPRIATIONS - 2200 - FIRE DEPARTM		(1,352)		(30,000)	(40,000)
Dept 3100 - HWYS, STREETS, AND ROADS					
401-3100-33160	FEDERAL GRANT FUNDS				
401-3100-45000	CAPITAL OUTLAY	335,101	458,181	230,000	295,000
NET OF REVENUES/APPROPRIATIONS - 3100 - HWYS, STREET		(335,101)	(458,181)	(230,000)	(295,000)
Dept 6231 - TREE REPLACEMENT PROGRAM					
401-6231-44840	TREES	29,272			
NET OF REVENUES/APPROPRIATIONS - 6231 - TREE REPLACE		(29,272)			
ESTIMATED REVENUES - FUND 401		1,051,044	290,515	590,336	642,135
APPROPRIATIONS - FUND 401		918,567	531,381	375,500	503,000
NET OF REVENUES/APPROPRIATIONS - FUND 401		132,477	(240,866)	214,836	139,135
BEGINNING FUND BALANCE		72,822	205,300	205,300	(35,566)
ENDING FUND BALANCE		205,299	(35,566)	420,136	103,569

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
402-0000-36210	INTEREST EARNINGS				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
Dept 1000 - GENERAL GOVERNMENT					
402-1000-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE					
ESTIMATED REVENUES - FUND 402					
APPROPRIATIONS - FUND 402					
NET OF REVENUES/APPROPRIATIONS - FUND 402					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
403-0000-36210	INTEREST EARNINGS	(175)	138		
403-0000-36240	REIMBURSEMENTS				
NET OF REVENUES/APPROPRIATIONS - 0000 -		(175)	138		
Dept 1000 - GENERAL GOVERNMENT					
403-1000-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE					
Dept 3100 - HWYS, STREETS, AND ROADS					
403-3100-44250	EQUIPMENT REPLACEMENT				
NET OF REVENUES/APPROPRIATIONS - 3100 - HWYS, STREET					
ESTIMATED REVENUES - FUND 403		(175)	138		
APPROPRIATIONS - FUND 403					
NET OF REVENUES/APPROPRIATIONS - FUND 403		(175)	138		
BEGINNING FUND BALANCE		6,800	6,625	6,625	6,763
ENDING FUND BALANCE		6,625	6,763	6,625	6,763

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
404-0000-31000	GENERAL PROPERTY TAXES		5,000	20,000	25,000
404-0000-33400	STATE GRANTS AND AIDS	16,000			
404-0000-34125	DONATIONS	1,025		43,073	45,268
404-0000-34126	RAILROAD PARK IMPROVEMENTS	4,800	45,650		
404-0000-34127	SWENSON PARK IMPROVEMENTS				
404-0000-34230	PARK & RECREATION DEDICATION	1,800			
404-0000-36210	INTEREST EARNINGS	(6,149)	4,259	2,164	
404-0000-36550	GAMBLING PROCEEDS				
404-0000-39203	TRANSFER FROM OTHER FUND			5,000	
NET OF REVENUES/APPROPRIATIONS - 0000 -		17,476	54,909	70,237	70,268
Dept 5200 - PARKS					
404-5200-43030	ENGINEERING	23,729			
404-5200-45300	IMPROVEMENTS OTHER THAN BLDGS				
404-5200-45350	IMPROVEMENTS				
404-5200-45400	IMPROVEMENTS SWENSON PARK	43,955			
404-5200-45450	IMPROVEMENTS RAILROAD PARK		6,720		
404-5200-45800	OTHER EQUIPMENT			10,000	25,000
404-5200-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 5200 - PARKS		(67,684)	(6,720)	(10,000)	(25,000)
ESTIMATED REVENUES - FUND 404		17,476	54,909	70,237	70,268
APPROPRIATIONS - FUND 404		67,684	6,720	10,000	25,000
NET OF REVENUES/APPROPRIATIONS - FUND 404		(50,208)	48,189	60,237	45,268
BEGINNING FUND BALANCE		229,295	179,087	179,087	227,276
ENDING FUND BALANCE		179,087	227,276	239,324	272,544

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
405-0000-34780	PARK FEES				
405-0000-36210	INTEREST EARNINGS	(140)	110	9	149
NET OF REVENUES/APPROPRIATIONS - 0000 -		(140)	110	9	149
Dept 1000 - GENERAL GOVERNMENT					
405-1000-47210	TRANSFER			10,000	
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE				(10,000)	
Dept 5200 - PARKS					
405-5200-45350	IMPROVEMENTS			148,666	
NET OF REVENUES/APPROPRIATIONS - 5200 - PARKS				(148,666)	
ESTIMATED REVENUES - FUND 405		(140)	110	9	149
APPROPRIATIONS - FUND 405				158,666	
NET OF REVENUES/APPROPRIATIONS - FUND 405		(140)	110	(158,657)	149
BEGINNING FUND BALANCE		5,425	5,286	5,286	5,396
ENDING FUND BALANCE		5,285	5,396	(153,371)	5,545

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
407-0000-33400	STATE GRANTS AND AIDS				
407-0000-33418	MUNICIPAL STATE AID FOR STREET				
407-0000-33419	MUNICIPAL STATE AID FOR MAINT	146,951	141,598		
407-0000-36100	SPECIAL ASSESSMENTS				
407-0000-36210	INTEREST EARNINGS	(29,997)	21,415	4,654	6,309
407-0000-39200	INTERFUND OPERATING TRANSFERS				
NET OF REVENUES/APPROPRIATIONS - 0000 -		116,954	163,013	4,654	6,309
Dept 3100 - HWYS, STREETS, AND ROADS					
407-3100-43030	ENGINEERING				
407-3100-43040	ATTORNEY FEES				
407-3100-45000	CAPITAL OUTLAY			177,000	185,000
NET OF REVENUES/APPROPRIATIONS - 3100 - HWYS, STREET				(177,000)	(185,000)
ESTIMATED REVENUES - FUND 407		116,954	163,013	4,654	6,309
APPROPRIATIONS - FUND 407				177,000	185,000
NET OF REVENUES/APPROPRIATIONS - FUND 407		116,954	163,013	(172,346)	(178,691)
BEGINNING FUND BALANCE		666,629	783,583	783,583	946,596
ENDING FUND BALANCE		783,583	946,596	611,237	767,905

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	DEPARTMENT	2024 REQU BUDGET
Dept 0000						
408-0000-31000	GENERAL PROPERTY TAXES	200,000	150,000	300,000		400,000
408-0000-33400	STATE GRANTS AND AIDS					
408-0000-33418	MUNICIPAL STATE AID FOR STREET	259,328	1,466,757			
408-0000-36100	SPECIAL ASSESSMENTS	75,630	66,940	92,110		84,305
408-0000-36210	INTEREST EARNINGS	(32,289)	28,798	54,926		33,577
408-0000-36240	REIMBURSEMENTS			290,337		
408-0000-38060	STREET UTILITY FRANCHISE FEES	108,315	223,014			291,737
408-0000-39200	INTERFUND OPERATING TRANSFERS					
408-0000-39203	TRANSFER FROM OTHER FUND					
408-0000-39300	BOND PROCEEDS					
408-0000-39320	BOND PREMIUM					
408-0000-47210	TRANSFER	143,958				
NET OF REVENUES/APPROPRIATIONS - 0000 -		467,026	1,935,509	737,373		809,619
Dept 1000 - GENERAL GOVERNMENT						
408-1000-43000	PROFESSIONAL SERVICE (GENERAL)					
408-1000-46120	BOND DISCOUNT AMORTIZATION					
408-1000-46130	ISSUANCE COSTS AND DISCOUNTS					
408-1000-47210	TRANSFER					
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE						
Dept 3100 - HWYS, STREETS, AND ROADS						
408-3100-43030	ENGINEERING	343,461	258,132			
408-3100-43040	ATTORNEY FEES	498	70			
408-3100-43510	LEGAL NOTICE PUBLICATION	56	872			
408-3100-45350	IMPROVEMENTS	3,935	1,481,718			
NET OF REVENUES/APPROPRIATIONS - 3100 - HWYS, STREET		(347,950)	(1,740,792)			
Dept 9425 - SEWER/WATER MAINTENANCE						
408-9425-45350	IMPROVEMENTS	39,720	24,013			
NET OF REVENUES/APPROPRIATIONS - 9425 - SEWER/WATER		(39,720)	(24,013)			
ESTIMATED REVENUES - FUND 408		610,984	1,935,509	737,373		809,619
APPROPRIATIONS - FUND 408		531,628	1,764,805			
NET OF REVENUES/APPROPRIATIONS - FUND 408		79,356	170,704	737,373		809,619
BEGINNING FUND BALANCE		1,292,825	1,372,182	1,372,182		1,542,886
ENDING FUND BALANCE		1,372,181	1,542,886	2,109,555		2,352,505

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
409-0000-36210	INTEREST EARNINGS	(59,442)	43,740	375	
409-0000-39203	TRANSFER FROM OTHER FUND			47,179	
NET OF REVENUES/APPROPRIATIONS - 0000 -		(59,442)	43,740	47,554	
Dept 1000 - GENERAL GOVERNMENT					
409-1000-43000	PROFESSIONAL SERVICE (GENERAL)				
409-1000-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE					
ESTIMATED REVENUES - FUND 409		(59,442)	43,740	47,554	
APPROPRIATIONS - FUND 409					
NET OF REVENUES/APPROPRIATIONS - FUND 409		(59,442)	43,740	47,554	
BEGINNING FUND BALANCE		2,234,376	2,174,934	2,174,934	2,218,674
ENDING FUND BALANCE		2,174,934	2,218,674	2,222,488	2,218,674

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
420-0000-33418	MUNICIPAL STATE AID FOR STREET				
420-0000-36100	SPECIAL ASSESSMENTS				
420-0000-39200	INTERFUND OPERATING TRANSFERS				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
Dept 1000 - GENERAL GOVERNMENT					
420-1000-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE					
Dept 3100 - HWYS, STREETS, AND ROADS					
420-3100-43030	ENGINEERING				
420-3100-43040	ATTORNEY FEES				
420-3100-43510	LEGAL NOTICE PUBLICATION				
420-3100-45000	CAPITAL OUTLAY				
420-3100-45500	MISCELLANEOUS				
NET OF REVENUES/APPROPRIATIONS - 3100 - HWYS, STREET					
ESTIMATED REVENUES - FUND 420					
APPROPRIATIONS - FUND 420					
NET OF REVENUES/APPROPRIATIONS - FUND 420					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
437-0000-39200	INTERFUND OPERATING TRANSFERS				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
Dept 1500 - FINANCIAL ADMINISTRATION					
437-1500-43000	PROFESSIONAL SERVICE (GENERAL)				
NET OF REVENUES/APPROPRIATIONS - 1500 - FINANCIAL AD					
ESTIMATED REVENUES - FUND 437					
APPROPRIATIONS - FUND 437					
NET OF REVENUES/APPROPRIATIONS - FUND 437					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 1000 - GENERAL GOVERNMENT					
465-1000-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE					
ESTIMATED REVENUES - FUND 465					
APPROPRIATIONS - FUND 465					
NET OF REVENUES/APPROPRIATIONS - FUND 465					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
490-0000-36210	INTEREST EARNINGS	(2,044)	2,324	1,052	1,340
490-0000-36550	GAMBLING PROCEEDS	29,299	18,310	20,873	47,147
NET OF REVENUES/APPROPRIATIONS - 0000 -		27,255	20,634	21,925	48,487
Dept 1000 - GENERAL GOVERNMENT					
490-1000-45800	OTHER EQUIPMENT				
490-1000-47210	TRANSFER			10,000	
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE				(10,000)	
Dept 5200 - PARKS					
490-5200-45300	IMPROVEMENTS OTHER THAN BLDGS				
490-5200-45800	OTHER EQUIPMENT				
NET OF REVENUES/APPROPRIATIONS - 5200 - PARKS					
ESTIMATED REVENUES - FUND 490		27,255	20,634	21,925	48,487
APPROPRIATIONS - FUND 490				10,000	
NET OF REVENUES/APPROPRIATIONS - FUND 490		27,255	20,634	11,925	48,487
BEGINNING FUND BALANCE		73,384	100,639	100,639	121,273
ENDING FUND BALANCE		100,639	121,273	112,564	169,760

User: AEM  
DB: WYOMING

Fund: 601 WATER FUND

Calculations as of 09/30/2023

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
601-0000-32210	BUILDING PERMITS				
601-0000-33160	FEDERAL GRANT FUNDS				
601-0000-33400	STATE GRANTS AND AIDS				
601-0000-33439	PERA PENSION OTHER REVENUE				
601-0000-36100	SPECIAL ASSESSMENTS				
601-0000-36200	MISCELLANEOUS REVENUES		6,924		
601-0000-36210	INTEREST EARNINGS	(34,149)	28,451	12,000	15,000
601-0000-36211	INTERFUND LOAN INTEREST				
601-0000-36240	REIMBURSEMENTS	1,242			
601-0000-37125	UTILITY CHARGES	695,605	503,327	636,532	658,511
601-0000-37126	UTILITY PENALTIES	6,652	4,250	8,000	8,000
601-0000-37130	UTILITY DEPARTMENT				
601-0000-37155	UTILITY INSPECTION	2,100	980	1,000	1,000
601-0000-37160	CONNECTION CHARGES	153,887	39,780	64,000	64,000
601-0000-39203	TRANSFER FROM OTHER FUND				
601-0000-39320	BOND PREMIUM	3,102			
601-0000-39350	TRANSFER OF CAPITAL ASSETS				
601-0000-39400	PROCEEDS FROM SALE				
601-0000-39999	PRIOR PERIOD ADJUSTMENTS		(19)		
NET OF REVENUES/APPROPRIATIONS - 0000 -		828,439	583,693	721,532	746,511
Dept 1000 - GENERAL GOVERNMENT					
601-1000-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE					
Dept 7000 - DEBT SERVICE					
601-7000-46010	DEBT SRV BOND PRINCIPAL			164,895	171,298
601-7000-46110	BOND INTEREST	59,174	57,032	57,032	53,214
601-7000-46130	ISSUANCE COSTS AND DISCOUNTS				
601-7000-46200	FISCAL AGENT FEES	1,000			
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE		(60,174)	(57,032)	(221,927)	(224,512)
Dept 9400 - CLJSTC					
601-9400-41290	PENSION EXPENSE				
NET OF REVENUES/APPROPRIATIONS - 9400 - CLJSTC					
Dept 9415 - SEWER/WATER UTILITY EXPENSE					
601-9415-41290	PENSION EXPENSE				
601-9415-44290	REIMBURSEMENTS & REFUNDS				
NET OF REVENUES/APPROPRIATIONS - 9415 - SEWER/WATER					
Dept 9425 - SEWER/WATER MAINTENANCE					
601-9425-41010	FULL TIME - REGULAR	151,036	99,776	153,630	165,320
601-9425-41020	FULL TIME - OVERTIME	6,988	6,351	3,000	6,000
601-9425-41030	PART TIME EMPLOYEES REGULAR		4,083	2,500	2,500
601-9425-41210	PERA	11,945	7,943	11,930	13,040
601-9425-41220	FICA	11,208	7,807	12,170	13,300
601-9425-41290	PENSION EXPENSE	32,912			
601-9425-41300	EMPLOYER PAID IN (GENERAL)	37,286	24,475	34,630	36,370
601-9425-41310	LIFE INSURANCE	1,556	1,274	1,120	1,180
601-9425-41390	OPEB EXPENSE				
601-9425-41500	WORKER S COMP (GENERAL)	7,863	11,664	14,487	14,288
601-9425-42000	SUPPLIES - OFFICE/COPY/COMPUTR	216		2,500	2,500
601-9425-42050	SOFTWARE UPGRADES	2,095	1,192	5,000	5,000
601-9425-42080	TRAINING AND INSTRUCTION	545	275	1,500	1,500
601-9425-42100	OPERATING SUPPLIES	1,096	446	500	500
601-9425-42120	MOTOR FUELS	8,287	10,488	7,500	10,000
601-9425-42160	CHEMICALS/CHEMICAL PRODUCTS	6,083	7,799	15,000	15,000
601-9425-42290	METERS	49,822	212,338	50,000	10,000
601-9425-42300	SAFETY EQUIPMENT	1,389	184	1,500	1,500
601-9425-42310	CONTRACTED SERVICES	7,538	5,482	6,000	7,500
601-9425-42400	SMALL TOOLS/MINOR EQUIPMENT	8,141	2,280	10,000	10,000
601-9425-42910	EQUIPMENT REPAIR				
601-9425-42950	SCADA SYSTEM	3,249		7,500	7,500
601-9425-43000	PROFESSIONAL SERVICE (GENERAL)	4,138	9,454	20,000	20,000
601-9425-43030	ENGINEERING	13,954			
601-9425-43040	ATTORNEY FEES				
601-9425-43060	PERSONNEL TESTING				
601-9425-43110	LAB COSTS	2,649	1,979	2,300	2,800
601-9425-43120	FEE (GOVERNMENT-STATE)	1,475	4,554	5,000	5,000
601-9425-43210	TELEPHONE	4,681	3,906	2,700	5,000
601-9425-43220	POSTAGE	1,469	1,322	500	1,500
601-9425-43510	LEGAL NOTICE PUBLICATION	490	1,099		
601-9425-43620	GENERAL PROPERTY INSURANCE				
601-9425-43630	GENERAL LIABILITY INSURANCE	9,499	17,945	12,950	13,750
601-9425-43700	INSPECTIONS				

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 9425 - SEWER/WATER	MAINTENANCE				
601-9425-43800	UTILITIES-GAS/ELEC/SEWER/WATER	38,941	22,404	40,000	40,000
601-9425-43840	REFUSE				
601-9425-43900	VEHICLE MAINTENANCE				
601-9425-44010	REPAIRS & MAINT. - BUILDINGS	478	2,263	4,500	4,500
601-9425-44030	REP & MAIN. - OTHER THAN BLDGS				
601-9425-44040	REPAIRS & MAINT. - EQUIPMENT	11,465	3,507	10,000	12,000
601-9425-44100	RENTALS (EQUIPMENT)				
601-9425-44180	UNIFORMS				
601-9425-44200	DEPRECIATION	220,962	165,720	233,245	220,960
601-9425-44250	EQUIPMENT REPLACEMENT				
601-9425-44290	REIMBURSEMENTS & REFUNDS				
601-9425-44320	NSF CHECKS				
601-9425-44330	DUES & SUBSCRIPTIONS	835	1,046	1,500	1,500
601-9425-44390	REPAIRS & MAINT. - WELLS	14,256	11,640	20,000	20,000
601-9425-44490	WATERMAIN BREAK	44,197	1,000	20,000	25,000
601-9425-44650	LOCATES (GOPHER STATE)	1,545	312	1,800	1,800
601-9425-44850	EMERGENCY EQUIPMENT REPAIR				
601-9425-44950	SAFETY EQUIPMENT				
601-9425-45210	WATER TOWERS	6,000		5,000	20,000
601-9425-45350	IMPROVEMENTS			50,000	802,000
601-9425-49050	2014 FORD F350				
NET OF REVENUES/APPROPRIATIONS - 9425 - SEWER/WATER		(726,289)	(652,008)	(769,962)	(1,518,808)
ESTIMATED REVENUES - FUND 601		828,439	583,693	721,532	746,511
APPROPRIATIONS - FUND 601		786,463	709,040	991,889	1,743,320
NET OF REVENUES/APPROPRIATIONS - FUND 601		41,976	(125,347)	(270,357)	(996,809)
BEGINNING FUND BALANCE		5,616,492	5,658,468	5,658,468	5,533,121
ENDING FUND BALANCE		5,658,468	5,533,121	5,388,111	4,536,312

User: AEM

Fund: 602 SEWER FUND

DB: WYOMING

Calculations as of 09/30/2023

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
602-0000-33439	PERA PENSION OTHER REVENUE				
602-0000-33600	OTHER LOCAL INTERGOVERNMENTAL				
602-0000-36100	SPECIAL ASSESSMENTS				
602-0000-36200	MISCELLANEOUS REVENUES				
602-0000-36210	INTEREST EARNINGS	(64,872)	54,663	25,000	27,000
602-0000-36211	INTERFUND LOAN INTEREST				
602-0000-36240	REIMBURSEMENTS				
602-0000-36255	CAPITAL CONTRIBUTIONS FROM DEV				
602-0000-37125	UTILITY CHARGES	1,292,458	912,393	1,251,787	1,251,787
602-0000-37126	UTILITY PENALTIES	12,706	8,184		
602-0000-37155	UTILITY INSPECTION				
602-0000-37160	CONNECTION CHARGES	146,510	40,950	74,000	74,000
602-0000-39203	TRANSFER FROM OTHER FUND				
602-0000-39320	BOND PREMIUM	6,206			
602-0000-39350	TRANSFER OF CAPITAL ASSETS				
602-0000-39400	PROCEEDS FROM SALE				
602-0000-39999	PRIOR PERIOD ADJUSTMENTS				
NET OF REVENUES/APPROPRIATIONS - 0000 -		1,393,008	1,016,190	1,350,787	1,352,787
Dept 1000 - GENERAL GOVERNMENT					
602-1000-43030	ENGINEERING				
602-1000-43040	ATTORNEY FEES				
602-1000-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE					
Dept 7000 - DEBT SERVICE					
602-7000-46010	DEBT SRV BOND PRINCIPAL			115,105	118,702
602-7000-46110	BOND INTEREST	14,739	12,733	12,733	9,226
602-7000-46130	ISSUANCE COSTS AND DISCOUNTS				
602-7000-46200	FISCAL AGENT FEES				
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE		(14,739)	(12,733)	(127,838)	(127,928)
Dept 9400 - CLJSTC					
602-9400-46010	DEBT SRV BOND PRINCIPAL				
602-9400-46110	BOND INTEREST				
NET OF REVENUES/APPROPRIATIONS - 9400 - CLJSTC					
Dept 9415 - SEWER/WATER UTILITY EXPENSE					
602-9415-41290	PENSION EXPENSE				
602-9415-46400	CLJSTC PRINCIPAL	303,928		308,738	315,628
602-9415-46450	CLJSTC INTEREST	23,796	22,143	16,663	9,603
NET OF REVENUES/APPROPRIATIONS - 9415 - SEWER/WATER		(327,724)	(22,143)	(325,401)	(325,231)
Dept 9425 - SEWER/WATER MAINTENANCE					
602-9425-41010	FULL TIME - REGULAR	141,694	95,872	116,910	126,580
602-9425-41020	FULL TIME - OVERTIME	6,987	6,350	14,000	14,000
602-9425-41030	PART TIME EMPLOYEES REGULAR		4,083	2,500	2,500
602-9425-41210	PERA	11,232	7,650	10,010	10,730
602-9425-41220	FICA	10,498	7,514	10,210	10,950
602-9425-41290	PENSION EXPENSE		33,024		
602-9425-41300	EMPLOYER PAID IN (GENERAL)	35,482	23,748	27,740	29,130
602-9425-41310	LIFE INSURANCE	1,556	1,274	870	910
602-9425-41390	OPEB EXPENSE				
602-9425-41500	WORKER S COMP (GENERAL)	7,937	11,501		
602-9425-42000	SUPPLIES - OFFICE/COPY/COMPUTR		32		
602-9425-42050	SOFTWARE UPGRADES	1,500	1,192	5,000	5,000
602-9425-42080	TRAINING AND INSTRUCTION	1,171	168	1,500	1,500
602-9425-42100	OPERATING SUPPLIES	1,519	551	650	750
602-9425-42120	MOTOR FUELS	7,596	6,876	7,500	8,000
602-9425-42300	SAFETY EQUIPMENT	1,082	283	1,500	1,500
602-9425-42310	CONTRACTED SERVICES	11,761	10,298	10,000	12,000
602-9425-42400	SMALL TOOLS/MINOR EQUIPMENT	1,267	737	1,500	1,500
602-9425-42650	SEWER PONDS				
602-9425-42910	EQUIPMENT REPAIR				
602-9425-42950	SCADA SYSTEM	1,930		7,500	7,500
602-9425-43000	PROFESSIONAL SERVICE (GENERAL)	13,046	12,966	20,000	20,000
602-9425-43060	PERSONNEL TESTING				
602-9425-43120	FEE (GOVERNMENT-STATE)				
602-9425-43210	TELEPHONE	5,239	3,704	2,700	3,000
602-9425-43220	POSTAGE	1,447	1,322	500	1,500
602-9425-43620	GENERAL PROPERTY INSURANCE				
602-9425-43630	GENERAL LIABILITY INSURANCE	71	28,768	19,850	20,060
602-9425-43800	UTILITIES-GAS/ELEC/SEWER/WATER	12,766	17,648	25,000	25,000
602-9425-43840	REFUSE				
602-9425-43890	SEWER PLANT FEES	310,873	202,689	338,458	349,000
602-9425-43900	VEHICLE MAINTENANCE				

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 9425 - SEWER/WATER MAINTENANCE					
602-9425-44010	REPAIRS & MAINT. - BUILDINGS				
602-9425-44030	REP & MAIN. - OTHER THAN BLDGS				
602-9425-44040	REPAIRS & MAINT. - EQUIPMENT	6,220	23,191	30,300	31,000
602-9425-44100	RENTALS (EQUIPMENT)	77		1,000	1,000
602-9425-44180	UNIFORMS				
602-9425-44200	DEPRECIATION	326,187	244,640	320,468	326,187
602-9425-44250	EQUIPMENT REPLACEMENT				
602-9425-44330	DUES & SUBSCRIPTIONS	480	556	400	800
602-9425-44380	LIFT STATIONS MAINTENANCE	29,926	9,627	20,000	23,000
602-9425-44650	LOCATES (GOPHER STATE)	1,545	312	1,800	1,800
602-9425-44800	SEWER MAIN MAINTENANCE	3,330		5,000	5,000
602-9425-44850	EMERGENCY EQUIPMENT REPAIR				
602-9425-44950	SAFETY EQUIPMENT			1,500	2,000
602-9425-45350	IMPROVEMENTS	49,416	99,452	50,000	675,000
602-9425-49050	2014 FORD F350				
602-9425-49200	TANDEM GENERATOR TRAILER				
NET OF REVENUES/APPROPRIATIONS - 9425 - SEWER/WATER		(1,036,859)	(823,004)	(1,054,366)	(1,716,897)
ESTIMATED REVENUES - FUND 602		1,393,008	1,016,190	1,350,787	1,352,787
APPROPRIATIONS - FUND 602		1,379,322	857,880	1,507,605	2,170,056
NET OF REVENUES/APPROPRIATIONS - FUND 602		13,686	158,310	(156,818)	(817,269)
BEGINNING FUND BALANCE		11,984,175	11,997,864	11,997,864	12,156,174
ENDING FUND BALANCE		11,997,861	12,156,174	11,841,046	11,338,905

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
651-0000-33439	PERA PENSION OTHER REVENUE				
651-0000-34111	ENGINEER FEE	1,500	1,850		
651-0000-36100	SPECIAL ASSESSMENTS				
651-0000-36210	INTEREST EARNINGS	(5,543)	10,284	1,500	3,000
651-0000-36240	REIMBURSEMENTS	36,758			
651-0000-37125	UTILITY CHARGES	230,128	158,718	52,500	100,000
651-0000-39200	INTERFUND OPERATING TRANSFERS				
651-0000-39203	TRANSFER FROM OTHER FUND				
651-0000-39320	BOND PREMIUM				
651-0000-39350	TRANSFER OF CAPITAL ASSETS				
651-0000-39400	PROCEEDS FROM SALE	805			
NET OF REVENUES/APPROPRIATIONS - 0000 -		263,648	170,852	54,000	103,000
Dept 1000 - GENERAL GOVERNMENT					
651-1000-43030	ENGINEERING	7,396	3,178		
651-1000-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE		(7,396)	(3,178)		
Dept 3100 - HWYS, STREETS, AND ROADS					
651-3100-44000	REPAIRS & MAINT CONTR.				
651-3100-45350	IMPROVEMENTS	4,837			50,000
NET OF REVENUES/APPROPRIATIONS - 3100 - HWYS, STREET		(4,837)			(50,000)
Dept 7000 - DEBT SERVICE					
651-7000-46010	DEBT SRV BOND PRINCIPAL				
651-7000-46110	BOND INTEREST				
651-7000-46130	ISSUANCE COSTS AND DISCOUNTS				
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE					
Dept 9425 - SEWER/WATER MAINTENANCE					
651-9425-41010	FULL TIME - REGULAR	20,117	15,347	33,330	35,840
651-9425-41030	PART TIME EMPLOYEES REGULAR			2,500	2,500
651-9425-41210	PERA	1,509	1,151	2,690	2,880
651-9425-41220	FICA	1,539	1,174	2,740	2,930
651-9425-41290	PENSION EXPENSE	16,068			
651-9425-41300	EMPLOYER PAID IN (GENERAL)	5,443	3,464	9,170	9,630
651-9425-41310	LIFE INSURANCE			110	120
651-9425-42080	TRAINING AND INSTRUCTION	461		5,045	1,800
651-9425-42100	OPERATING SUPPLIES	1,127	50	927	1,000
651-9425-42300	SAFETY EQUIPMENT	1,097		1,515	2,000
651-9425-42310	CONTRACTED SERVICES	7,345	8,313	8,100	8,500
651-9425-42400	SMALL TOOLS/MINOR EQUIPMENT	2,143	1,296	2,545	2,500
651-9425-42910	EQUIPMENT REPAIR				
651-9425-43000	PROFESSIONAL SERVICE (GENERAL)		604		
651-9425-43100	MS4 PERMIT - ENGINEERING	13,083	7,458	10,300	10,300
651-9425-43210	TELEPHONE			2,700	2,700
651-9425-43800	UTILITIES-GAS/ELEC/SEWER/WATER				
651-9425-43840	REFUSE	30	900	1,000	1,000
651-9425-43900	VEHICLE MAINTENANCE				
651-9425-44010	REPAIRS & MAINT. - BUILDINGS				
651-9425-44030	REP & MAIN. - OTHER THAN BLDGS	55,854	68,328	55,050	55,050
651-9425-44040	REPAIRS & MAINT. - EQUIPMENT	60,798	3,431	27,800	27,000
651-9425-44180	UNIFORMS				
651-9425-44200	DEPRECIATION	51,422	38,567	51,423	51,423
651-9425-44290	REIMBURSEMENTS & REFUNDS				
651-9425-44410	STREET MAINT MATERIALS	3,510	9,036	8,800	8,500
651-9425-44430	MS4 PERMIT - IMPLEMENTATION				
651-9425-44650	LOCATES (GOPHER STATE)	1,545	311	1,800	1,800
NET OF REVENUES/APPROPRIATIONS - 9425 - SEWER/WATER		(243,091)	(159,430)	(227,545)	(227,473)
ESTIMATED REVENUES - FUND 651		263,648	170,852	54,000	103,000
APPROPRIATIONS - FUND 651		255,324	162,608	227,545	277,473
NET OF REVENUES/APPROPRIATIONS - FUND 651		8,324	8,244	(173,545)	(174,473)
BEGINNING FUND BALANCE		1,668,854	1,677,178	1,677,178	1,685,422
ENDING FUND BALANCE		1,677,178	1,685,422	1,503,633	1,510,949

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
700-0000-36210	INTEREST EARNINGS				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
Dept 7000 - DEBT SERVICE					
700-7000-47200	OPERATING TRANSFERS				
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE					
ESTIMATED REVENUES - FUND 700					
APPROPRIATIONS - FUND 700					
NET OF REVENUES/APPROPRIATIONS - FUND 700					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
800-0000-32220	FEEES ETC.				
800-0000-36100	SPECIAL ASSESSMENTS				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
Dept 1000 - GENERAL GOVERNMENT					
800-1000-43000	PROFESSIONAL SERVICE (GENERAL)				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE					
Dept 1400 - CITY CLERK OFFICE					
800-1400-43000	PROFESSIONAL SERVICE (GENERAL)				
NET OF REVENUES/APPROPRIATIONS - 1400 - CITY CLERK O					
ESTIMATED REVENUES - FUND 800					
APPROPRIATIONS - FUND 800					
NET OF REVENUES/APPROPRIATIONS - FUND 800					
BEGINNING FUND BALANCE		1	1	1	1
ENDING FUND BALANCE		1	1	1	1

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
830-0000-31000	GENERAL PROPERTY TAXES				
830-0000-33401	LOCAL GOVERNMENT AID				
830-0000-36210	INTEREST EARNINGS				
830-0000-39203	TRANSFER FROM OTHER FUND				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
Dept 2110 - POLICE DEPARTMENT					
830-2110-45800	OTHER EQUIPMENT				
NET OF REVENUES/APPROPRIATIONS - 2110 - POLICE DEPAR					
Dept 2200 - FIRE DEPARTMENT					
830-2200-45250	VEHICLE				
830-2200-45350	IMPROVEMENTS				
830-2200-45800	OTHER EQUIPMENT				
830-2200-47220	INTERFUND INTEREST EXPENSE				
NET OF REVENUES/APPROPRIATIONS - 2200 - FIRE DEPARTM					
Dept 7000 - DEBT SERVICE					
830-7000-46010	DEBT SRV BOND PRINCIPAL				
830-7000-46110	BOND INTEREST				
830-7000-47000	PRINCIPAL				
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE					
ESTIMATED REVENUES - FUND 830					
APPROPRIATIONS - FUND 830					
NET OF REVENUES/APPROPRIATIONS - FUND 830					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
840-0000-31000	GENERAL PROPERTY TAXES				
840-0000-33401	LOCAL GOVERNMENT AID				
840-0000-33620	OTHER COUNTY GRANTS & AIDS				
840-0000-36210	INTEREST EARNINGS				
840-0000-36240	REIMBURSEMENTS				
840-0000-39203	TRANSFER FROM OTHER FUND				
840-0000-39400	PROCEEDS FROM SALE				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
Dept 2110 - POLICE DEPARTMENT					
840-2110-45350	IMPROVEMENTS				
840-2110-45800	OTHER EQUIPMENT				
840-2110-45900	VEHICLE				
840-2110-47200	OPERATING TRANSFERS				
NET OF REVENUES/APPROPRIATIONS - 2110 - POLICE DEPAR					
ESTIMATED REVENUES - FUND 840					
APPROPRIATIONS - FUND 840					
NET OF REVENUES/APPROPRIATIONS - FUND 840					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
850-0000-31000	GENERAL PROPERTY TAXES				
850-0000-34125	DONATIONS				
850-0000-36210	INTEREST EARNINGS				
850-0000-39203	TRANSFER FROM OTHER FUND				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
Dept 1000 - GENERAL GOVERNMENT					
850-1000-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE					
Dept 5200 - PARKS					
850-5200-45350	IMPROVEMENTS				
NET OF REVENUES/APPROPRIATIONS - 5200 - PARKS					
ESTIMATED REVENUES - FUND 850					
APPROPRIATIONS - FUND 850					
NET OF REVENUES/APPROPRIATIONS - FUND 850					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
860-0000-31000	GENERAL PROPERTY TAXES				
860-0000-36210	INTEREST EARNINGS				
860-0000-39203	TRANSFER FROM OTHER FUND				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
Dept 1000 - GENERAL GOVERNMENT					
860-1000-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE					
ESTIMATED REVENUES - FUND 860					
APPROPRIATIONS - FUND 860					
NET OF REVENUES/APPROPRIATIONS - FUND 860					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
870-0000-31000	GENERAL PROPERTY TAXES				
870-0000-33401	LOCAL GOVERNMENT AID				
870-0000-36210	INTEREST EARNINGS				
870-0000-39203	TRANSFER FROM OTHER FUND				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
Dept 1000 - GENERAL GOVERNMENT					
870-1000-42090	NETWORK MUNICIPAL COMPUTERS				
870-1000-42220	OFFICE EQUIPMENT				
870-1000-45350	IMPROVEMENTS				
870-1000-45900	VEHICLE				
870-1000-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE					
ESTIMATED REVENUES - FUND 870					
APPROPRIATIONS - FUND 870					
NET OF REVENUES/APPROPRIATIONS - FUND 870					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
Dept 0000					
880-0000-31000	GENERAL PROPERTY TAXES				
880-0000-33401	LOCAL GOVERNMENT AID				
880-0000-36210	INTEREST EARNINGS				
880-0000-36240	REIMBURSEMENTS				
880-0000-39203	TRANSFER FROM OTHER FUND				
880-0000-39311	CAPITAL LEASE PROCEEDS				
880-0000-39400	PROCEEDS FROM SALE				
NET OF REVENUES/APPROPRIATIONS - 0000 -					
Dept 1000 - GENERAL GOVERNMENT					
880-1000-47210	TRANSFER				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE					
Dept 3100 - HWYS, STREETS, AND ROADS					
880-3100-42750	TRUCK PAYMENT				
880-3100-42900	STREET SIGN REPAIR				
880-3100-44250	EQUIPMENT REPLACEMENT				
880-3100-44270	LOADER REPLACEMENT				
880-3100-44500	CRACK FILLING				
880-3100-44550	SEAL COATING				
880-3100-44570	GRAVEL IMPROVEMENTS				
880-3100-44580	CALCIUM CHLORIDE				
880-3100-44600	POTHoles/PATCHING				
880-3100-45350	IMPROVEMENTS				
880-3100-45800	OTHER EQUIPMENT				
880-3100-46000	BOND PRINCIPAL				
880-3100-46110	BOND INTEREST				
880-3100-47200	OPERATING TRANSFERS				
880-3100-47220	INTERFUND INTEREST EXPENSE				
NET OF REVENUES/APPROPRIATIONS - 3100 - HWYS, STREET					
Dept 7000 - DEBT SERVICE					
880-7000-46010	DEBT SRV BOND PRINCIPAL				
880-7000-46110	BOND INTEREST				
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE					
ESTIMATED REVENUES - FUND 880					
APPROPRIATIONS - FUND 880					
NET OF REVENUES/APPROPRIATIONS - FUND 880					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	DEPARTMENT	2024 REQU BUDGET
Dept 0000						
900-0000-36210	INTEREST EARNINGS					
900-0000-39720	TRANSFERS IN					
NET OF REVENUES/APPROPRIATIONS - 0000 -						
ESTIMATED REVENUES - FUND 900						
APPROPRIATIONS - FUND 900						
NET OF REVENUES/APPROPRIATIONS - FUND 900						
BEGINNING FUND BALANCE						
ENDING FUND BALANCE						

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	DEPARTMENT	2024 REQU BUDGET
Dept 0000						
999-0000-31000	GENERAL PROPERTY TAXES	100,010				
999-0000-33439	PERA PENSION OTHER REVENUE					
999-0000-36100	SPECIAL ASSESSMENTS	416,257				
999-0000-36255	CAPITAL CONTRIBUTIONS FROM DEV					
999-0000-36505	REVOLVING LOANS RETAINED					
999-0000-39230	BOND PREMIUM REVENUE	32,736				
999-0000-39300	BOND PROCEEDS					
999-0000-39999	PRIOR PERIOD ADJUSTMENTS					
NET OF REVENUES/APPROPRIATIONS - 0000 -		549,003				
Dept 1000 - GENERAL GOVERNMENT						
999-1000-41000	SALARIES & WAGES	15,754				
999-1000-41010	FULL TIME - REGULAR					
999-1000-41290	PENSION EXPENSE					
999-1000-41390	OPEB EXPENSE					
999-1000-44200	DEPRECIATION	1,198,982				
999-1000-45000	CAPITAL OUTLAY	(243,819)				
NET OF REVENUES/APPROPRIATIONS - 1000 - GENERAL GOVE		(970,917)				
Dept 1400 - CITY CLERK OFFICE						
999-1400-41290	PENSION EXPENSE	350,319				
NET OF REVENUES/APPROPRIATIONS - 1400 - CITY CLERK O		(350,319)				
Dept 2000 - PUBLIC SAFETY						
999-2000-41000	SALARIES & WAGES	(74,735)				
999-2000-41010	FULL TIME - REGULAR					
999-2000-41290	PENSION EXPENSE					
999-2000-41390	OPEB EXPENSE					
999-2000-44200	DEPRECIATION					
999-2000-45000	CAPITAL OUTLAY	(384,697)				
999-2000-47300	LOSS OF SALE OF CAP	6,183				
NET OF REVENUES/APPROPRIATIONS - 2000 - PUBLIC SAFET		453,249				
Dept 2110 - POLICE DEPARTMENT						
999-2110-41010	FULL TIME - REGULAR					
NET OF REVENUES/APPROPRIATIONS - 2110 - POLICE DEPAR						
Dept 3000 - PUBLIC WORKS						
999-3000-41000	SALARIES & WAGES	1,304				
999-3000-41010	FULL TIME - REGULAR					
999-3000-41290	PENSION EXPENSE					
999-3000-41390	OPEB EXPENSE					
999-3000-44200	DEPRECIATION					
999-3000-45000	CAPITAL OUTLAY					
999-3000-47300	LOSS OF SALE OF CAP					
NET OF REVENUES/APPROPRIATIONS - 3000 - PUBLIC WORKS		(1,304)				
Dept 3100 - HWYS, STREETS, AND ROADS						
999-3100-41010	FULL TIME - REGULAR					
999-3100-45000	CAPITAL OUTLAY	(264,713)				
NET OF REVENUES/APPROPRIATIONS - 3100 - HWYS, STREET		264,713				
Dept 5000 - CULTURE-RECREATION						
999-5000-44200	DEPRECIATION					
999-5000-45000	CAPITAL OUTLAY	(7,961)				
NET OF REVENUES/APPROPRIATIONS - 5000 - CULTURE-RECR		7,961				
Dept 5200 - PARKS						
999-5200-41000	SALARIES & WAGES	(843)				
NET OF REVENUES/APPROPRIATIONS - 5200 - PARKS		843				
Dept 7000 - DEBT SERVICE						
999-7000-46010	DEBT SRV BOND PRINCIPAL	(1,244,534)				
999-7000-46100	CAPITAL LEASE PRINCIPAL					
999-7000-46110	BOND INTEREST	(15,714)				
999-7000-46120	BOND DISCOUNT AMORTIZATION					
NET OF REVENUES/APPROPRIATIONS - 7000 - DEBT SERVICE		1,260,248				
Dept 9000 - MISCELLANEOUS						
999-9000-47250	TRANSFER OF CAPITAL ASSETS					
NET OF REVENUES/APPROPRIATIONS - 9000 - MISCELLANEOU						
ESTIMATED REVENUES - FUND 999		549,003				
APPROPRIATIONS - FUND 999		(664,474)				
NET OF REVENUES/APPROPRIATIONS - FUND 999		1,213,477				

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ACTIVITY THRU 09/30/23	2023 AMENDED BUDGET	2024 DEPARTMENT REQU BUDGET
	BEGINNING FUND BALANCE	13,953,653	14,963,402	14,963,402	14,963,402
	FUND BALANCE ADJUSTMENTS	(203,727)			
	ENDING FUND BALANCE	14,963,403	14,963,402	14,963,402	14,963,402
	ESTIMATED REVENUES - ALL FUNDS	10,398,368	7,480,937	8,750,295	9,313,559
	APPROPRIATIONS - ALL FUNDS	9,081,797	8,283,016	8,943,331	10,874,723
	NET OF REVENUES/APPROPRIATIONS - ALL FUNDS	1,316,571	(802,079)	(193,036)	(1,561,164)
	BEGINNING FUND BALANCE - ALL FUNDS	42,774,885	43,889,733	43,889,733	43,087,654
	FUND BALANCE ADJUSTMENTS - ALL FUNDS	(201,728)			
	ENDING FUND BALANCE - ALL FUNDS	43,889,728	43,087,654	43,696,697	41,526,490

**RESOLUTION NO. 23-12-120**

**A RESOLUTION CERTIFYING 2024 TAX LEVY**

**BE IT RESOLVED**, by the City Council of the City of Wyoming, County of Chisago, Minnesota:

1. That there is hereby levied upon all taxable property in the City of Wyoming a direct ad valorem tax in the year 2023 payable in 2024.

General Fund Levy	\$4,177,339
Debt Service Levy (Bond, Misc., Issues)	792,579
Street Replacement	400,000
Capital Equipment	50,000
Park Development	25,000
*EDA Levy	<u>10,000</u>
Total Certified Levy	\$5,454,918

\*State of Minnesota includes EDA Levy in General Operating Fund

2. That the City Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Chisago County, Minnesota.

**BE IT FURTHER RESOLVED**, that the 2015A GO TIF Bonds levy is hereby adjusted from the scheduled amount of \$317,952 to \$230,000 to provide adequate cash flow to service the debt;

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 5TH DAY OF DECEMBER, 2023.**

By: \_\_\_\_\_

Lisa Iverson, Mayor

**ATTEST:**

\_\_\_\_\_  
Robb Linwood, City Administrator/Clerk

**RESOLUTION NO. 23-12-121**

**A RESOLUTION APPROVING THE PROPOSED 2024 EXPENDITURES BUDGET BY DEPARTMENT AND 2024 BUDGET FOR MISCELLANEOUS FUNDS**

**WHEREAS** the City of Wyoming is required to establish a proposed tax levy collectible in 2024 and the final budget (Revenues & Expenditures) prior to December 30, 2023.

**WHEREAS**, the City of Wyoming has passed a levy for taxes to support Public Safety, Public Works and General Government and the payment of General Obligation Debt.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Wyoming, County of Chisago, Minnesota, that the following sums of money levied for 2024, upon taxable property in the City of Wyoming, be expended for the for the following purposes:

**GENERAL FUND DEPARTMENT EXPENDITURES**

General Government	\$735,620
Council	\$28,443
Boards & Commissions	\$5,080
Library	\$45,150
Public Safety	\$2,436,473
Building Inspection/Zoning	\$325,479
Public Works/Parks	\$1,132,642
<b><u>TOTAL GENERAL FUND EXPENDITURES BUDGET</u></b>	<b><u>\$4,708,887</u></b>

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 5TH DAY OF DECEMBER, 2023.**

By: \_\_\_\_\_  
Lisa Iverson, Mayor

**ATTEST:**

\_\_\_\_\_  
Robb Linwood, City Administrator/Clerk

For Check Dates 11/21/2023 to 11/21/2023

Check Number	Name	Check Date
Text Label	55570 PACIFIC LIFE INSURANCE	11/21/2023
Item Code	GL Number	Amount
ROTH	101-0000-21712	250.00
		<u>250.00</u>
Text Label	55571 CENTRAL PENSION FUND,	11/21/2023
Item Code	GL Number	Amount
CENT PENS FUND	101-0000-21716	480.00
		<u>480.00</u>
Text Label	55572 WI SCTF,	11/21/2023
Item Code	GL Number	Amount
WI CHILD SUPPOR	101-0000-21710	215.42
		<u>215.42</u>
Text Label	EFT1054 MN STATE RETIREMENT	11/21/2023
Item Code	GL Number	Amount
CITY HSCP CONT	101-0000-21706	0.00
HCSP	101-0000-21710	0.00
MNDPCP	101-0000-21712	275.00
MNDPCPPRETAX	101-0000-21712	210.00
		<u>485.00</u>
Text Label	EFT1055 SELECTACCOUNT,	11/21/2023
Item Code	GL Number	Amount
DEP CARE	101-0000-21711	0.00
FSA CONT	101-0000-21711	0.00
HSA CITY CONT	101-0000-21707	0.00
HSA CONT	101-0000-21707	1,491.16
		<u>1,491.16</u>
Text Label	EFT1056 P.E.R.A.,	11/21/2023
Item Code	GL Number	Amount
CORD PERA	101-0000-21704	3,018.50
DCP PERA	101-0000-21704	16.67
DCP PERA MATCH	101-0000-21704	16.67
PERA CITY MATCH	101-0000-21704	3,482.86
PF PERA	101-0000-21704	3,789.85

For Check Dates 11/21/2023 to 11/21/2023

Check Number	Name	Amount	Check Date
PF PERA CITY	101-0000-21704	5,684.77	
		<u>16,009.32</u>	

Text Label EFT1057 INTERNAL REVENUE SERVICE, 11/21/2023

Item Code	GL Number	Amount
FITW	101-0000-21701	6,974.82
SOCSEC_EE	101-0000-21703	3,481.12
MEDICARE_ER	101-0000-21703	1,248.88
SOCSEC_ER	101-0000-21703	3,481.12
MEDICARE_EE	101-0000-21703	1,248.88
		<u>16,434.82</u>

Text Label EFT1058 STATE OF MINNESOTA, 11/21/2023

Item Code	GL Number	Amount
SITW	101-0000-21702	3,174.28
		<u>3,174.28</u>

Text Label

**General Checking Account 10100**  
**Total Amount Being Paid: \$38,540.00**  
**Total Number of Checks: 8**

\_\_\_\_\_  
 Mayor Iverson

\_\_\_\_\_  
 Councilmember Luger

\_\_\_\_\_  
 Councilmember Nanko Yeager

\_\_\_\_\_  
 Councilmember Schilling

\_\_\_\_\_  
 Councilmember Ohnstad

# City of Wyoming Check Detail Register

1/6  
December 01, 2023 10:33 AM  
User: ssaxe  
DR: Wyoming

12-05-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
<b>55573</b>	<b>12/05/2023</b>	<b>ASPEN MILLS</b>			
323266			101-2110-44080 UNIFORMS	\$60.00	UNIFORMS
<b>Total for ASPEN MILLS</b>				<u>\$60.00</u>	
<b>55574</b>	<b>12/05/2023</b>	<b>AUTOMOTIVE REFLECTIONS LLC</b>			
177068			101-5200-44040 REPAIRS & MAINT.	\$5,114.87	REPAIRS & MAINT. - EQUIPMENT
<b>Total for AUTOMOTIVE REFLECTIONS LLC</b>				<u>\$5,114.87</u>	
<b>55575</b>	<b>12/05/2023</b>	<b>AXON ENTERPRISE, INC.</b>			
INUS200353			101-2110-42240 MAINTENANCE CO	\$7,276.00	MAINTENANCE CONTRACTS
<b>Total for AXON ENTERPRISE, INC.</b>				<u>\$7,276.00</u>	
<b>55576</b>	<b>12/05/2023</b>	<b>CASH</b>			
12012023			601-9425-43220 POSTAGE	\$21.60	POSTAGE
<b>Total for CASH</b>				<u>\$21.60</u>	
<b>55577</b>	<b>12/05/2023</b>	<b>CHISAGO LAKES JOINT SEWAGE TREATMENT PLANT</b>			
14381			602-9415-46450 CLJSTC INTEREST	\$2,019.59	CLJSTC INTEREST
<b>Total for CHISAGO LAKES JOINT SEWAGE TREATMENT PLANT</b>				<u>\$2,019.59</u>	
<b>55578</b>	<b>12/05/2023</b>	<b>CINTAS</b>			
4175063367			101-3100-44180 UNIFORMS	\$71.88	STREETS
			101-3100-42100 OPERATING SUPPL	\$52.73	SHOP SUPPLIES
4175063253			101-1400-43600 CLEANING SERVIC	\$34.15	CLEANING SERVICE-CITY HALL
4175065842			101-2110-43600 CLEANING SERVIC	\$31.35	CLEANING SERVICE-PUBLIC SAFETY
4175609943			101-3100-44180 UNIFORMS	\$77.80	STREETS
			101-3100-42100 OPERATING SUPPL	\$36.83	SHOP SUPPLIES
<b>Total for CINTAS</b>				<u>\$304.74</u>	
<b>55579</b>	<b>12/05/2023</b>	<b>CTW GROUP INC.</b>			
11/22/2023			601-0000-11500 ACCOUNTS RECEIV	\$36.65	Water - Meter Charge
			651-0000-11500 ACCOUNTS RECEIV	\$8.22	Surface Water Mgmt
			602-0000-11500 ACCOUNTS RECEIV	\$5.33	Sewer Usage
			601-0000-11500 ACCOUNTS RECEIV	\$2.14	State Surcharge
			601-0000-11500 ACCOUNTS RECEIV	\$1.37	Water Usage
<b>Total for CTW GROUP INC.</b>				<u>\$53.71</u>	
<b>55580</b>	<b>12/05/2023</b>	<b>DC Contracting</b>			
BSF22-0034			800-0000-20401 SILT FENCE	\$810.00	BSF22-0034
<b>Total for DC Contracting</b>				<u>\$810.00</u>	

# City of Wyoming Check Detail Register

2/6  
December 01, 2023 10:33 AM  
User: ssaxe  
DR: Wyoming

12-05-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
<b>55581</b> BSF23-0010	<b>12/05/2023</b>	<b>Elevate Builders</b>			
		800-0000-20401 SILT FENCE		\$810.00	BSF23-0010
		<b>Total for Elevate Builders</b>		\$810.00	
<b>55582</b> MNTC3227623	<b>12/05/2023</b>	<b>FASTENAL COMPANY</b>			
		101-3100-42100 OPERATING SUPPL		\$14.09	
		<b>Total for FASTENAL COMPANY</b>		\$14.09	
<b>55583</b> 0523185	<b>12/05/2023</b>	<b>FERGUSON WATERWORKS</b>			
		401-3100-45000-1 CAPITAL OUTLAY		\$9,540.00	CAPITAL OUTLAY
		<b>Total for FERGUSON WATERWORKS</b>		\$9,540.00	
<b>55584</b> 5172	<b>12/05/2023</b>	<b>FLEET ALIGNMENT SERVICE</b>			
		101-3100-42310 CONTRACTED SER		\$130.19	CONTRACTED SERVICES
		<b>Total for FLEET ALIGNMENT SERVICE</b>		\$130.19	
<b>55585</b> 31360	<b>12/05/2023</b>	<b>GREYSTONE CONSTRUCTION</b>			
		101-3100-44010 REPAIRS & MAINT.		\$650.00	REPAIRS & MAINT. - BUILDINGS
		<b>Total for GREYSTONE CONSTRUCTION</b>		\$650.00	
<b>55586</b> 11142023	<b>12/05/2023</b>	<b>HALLBERG STORAGE LLC</b>			
		101-2200-42100 OPERATING SUPPL		\$52.50	OPERATING SUPPLIES
		<b>Total for HALLBERG STORAGE LLC</b>		\$52.50	
<b>55587</b> 6624826	<b>12/05/2023</b>	<b>HAWKINS INC</b>			
		601-9425-42160 CHEMICALS/CHEM.		\$20.00	
		<b>Total for HAWKINS INC</b>		\$20.00	
<b>55588</b> 12601	<b>12/05/2023</b>	<b>IDEAL SERVICES INC</b>			
		101-5200-42310 CONTRACTED SER		\$6,907.37	CONTRACTED SERVICES
		<b>Total for IDEAL SERVICES INC</b>		\$6,907.37	
<b>55589</b> IN4392509	<b>12/05/2023</b>	<b>INNOVATIVE OFFICE SOLUTIONS, LLC</b>			
		101-3100-42000 SUPPLIES - OFFICE		\$51.72	SUPPLIES - OFFICE/COPY/COMPUTR
		101-1400-42000 SUPPLIES - OFFICE		\$10.22	SUPPLIES - OFFICE/COPY/COMPUTR
		<b>Total for INNOVATIVE OFFICE SOLUTI</b>		\$61.94	
<b>55590</b> 10005	<b>12/05/2023</b>	<b>KLM ENGINEERING, INC.</b>			
		401-3100-45000 CAPITAL OUTLAY		\$69,000.00	CAPITAL OUTLAY
		<b>Total for KLM ENGINEERING, INC.</b>		\$69,000.00	

# City of Wyoming Check Detail Register

3/6  
December 01, 2023 10:33 AM  
User: ssaxe  
DR: Wyoming

**12-05-2023**

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
<b>55591</b>	<b>12/05/2023</b>	<b>LRS PORTABLES, LLC</b>			
MP240527			101-5200-44050	SATALLITE RENTAL \$175.00	SATALLITE RENTAL
MP240176			101-5200-44040	REPAIRS & MAINT. \$1,810.34	REPAIRS & MAINT. - EQUIPMENT
<b>Total for LRS PORTABLES, LLC</b>				<b>\$1,985.34</b>	
<b>55592</b>	<b>12/05/2023</b>	<b>MACQUEEN EMERGENCY</b>			
W13188			651-9425-44040	REPAIRS & MAINT. \$9,951.93	REPAIRS & MAINT. - EQUIPMENT
<b>Total for MACQUEEN EMERGENCY</b>				<b>\$9,951.93</b>	
<b>55593</b>	<b>12/05/2023</b>	<b>MENARDS- FOREST LAKE</b>			
21528			601-9425-42400	SMALL TOOLS/MIN \$80.67	SMALL TOOLS/MINOR EQUIPMENT
21601			101-3100-42400	SMALL TOOLS/MIN \$17.94	SMALL TOOLS/MINOR EQUIPMENT
21767			101-3100-42400	SMALL TOOLS/MIN \$273.74	SMALL TOOLS/MINOR EQUIPMENT
22071			101-5200-44010	REPAIRS & MAINT. \$500.69	REPAIRS & MAINT. - BUILDINGS
<b>Total for MENARDS- FOREST LAKE</b>				<b>\$873.04</b>	
<b>55594</b>	<b>12/05/2023</b>	<b>MINNESOTA VALLEY TESTING LABS</b>			
1227070			601-9425-43110	LAB COSTS \$114.40	LAB TESTS
<b>Total for MINNESOTA VALLEY TESTING LABS</b>				<b>\$114.40</b>	
<b>55595</b>	<b>12/05/2023</b>	<b>MN DEPARTMENT OF HEALTH</b>			
4QWSSCF			601-0000-22810	SURCHARGE PAYABLE \$3,292.00	WATER SUPPLY
<b>Total for MN DEPARTMENT OF HEALTH</b>				<b>\$3,292.00</b>	
<b>55596</b>	<b>12/05/2023</b>	<b>MN FIRE SERVICE CERT. BOARD</b>			
11959			101-2200-42080	TRAINING AND INSTRUCTION \$126.00	TRAINING AND INSTRUCTION
<b>Total for MN FIRE SERVICE CERT. BOARD</b>				<b>\$126.00</b>	
<b>55597</b>	<b>12/05/2023</b>	<b>PITNEY BOWES</b>			
3106379887			601-9425-43000	PROFESSIONAL SERVICE \$456.26	LETTER ENVELOPE FOLDER
			602-9425-43000	PROFESSIONAL SERVICE \$456.25	LETTER ENVELOPE FOLDER
<b>Total for PITNEY BOWES</b>				<b>\$912.51</b>	
<b>55598</b>	<b>12/05/2023</b>	<b>PRECISE MRM LLC</b>			
IN200-1045711			101-3100-44330	DUES & SUBSCRIPTIONS \$100.00	DUES & SUBSCRIPTIONS
<b>Total for PRECISE MRM LLC</b>				<b>\$100.00</b>	

# City of Wyoming Check Detail Register

12-05-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
<b>55599</b>	<b>12/05/2023</b>	<b>THOMSON REUTERS-WEST PUBLISH</b>			
849219446			101-2110-44360 INVESTIGATIONS	\$174.34	INVESTIGATIVE SUITE
<b>Total for THOMSON REUTERS-WEST PI</b>				<u>\$174.34</u>	
<b>55600</b>	<b>12/05/2023</b>	<b>TIMESAVER OFF SITE SECRETARIAL</b>			
M28723			101-1400-42310 CONTRACTED SER	\$204.38	CONTRACTED SERVICES
<b>Total for TIMESAVER OFF SITE SECRE1</b>				<u>\$204.38</u>	
<b>55601</b>	<b>12/05/2023</b>	<b>ULINE</b>			
171270271			101-5200-44010 REPAIRS & MAINT.	\$1,478.66	REPAIRS & MAINT. - BUILDINGS
<b>Total for ULINE</b>				<u>\$1,478.66</u>	
<b>55602</b>	<b>12/05/2023</b>	<b>US BANK - AGENT FEES</b>			
7129536			601-7000-46200 FISCAL AGENT FEE	\$500.00	FISCAL AGENT FEES
<b>Total for US BANK - AGENT FEES</b>				<u>\$500.00</u>	
<b>55603</b>	<b>12/05/2023</b>	<b>VC3, INC.</b>			
130958			101-1400-42090 NETWORK MUNICI	\$3,592.10	NETWORK MUNICIPAL COMPUTERS
<b>Total for VC3, INC.</b>				<u>\$3,592.10</u>	
<b>55604</b>	<b>12/05/2023</b>	<b>VERIZON</b>			
9949420096			602-9425-43210 TELEPHONE	\$80.04	MACHINE-TO-MACHINE
<b>Total for VERIZON</b>				<u>\$80.04</u>	
<b>55605</b>	<b>12/05/2023</b>	<b>WATER CONSERVATION SERVICE</b>			
13635			601-9425-43000 PROFESSIONAL SE	\$346.38	PROFESSIONAL SERVICE (GENERAL)
<b>Total for WATER CONSERVATION SER1</b>				<u>\$346.38</u>	
<b>55606</b>	<b>12/05/2023</b>	<b>WAUSAU ELECTRIC INC</b>			
2509			101-2110-44010 REPAIRS & MAINT.	\$272.80	REPAIRS & MAINT. - BUILDINGS
<b>Total for WAUSAU ELECTRIC INC</b>				<u>\$272.80</u>	
<b>55607</b>	<b>12/05/2023</b>	<b>WEX BANK</b>			
93133405			101-2400-42120 MOTOR FUELS	\$140.63	MOTOR FUELS
			101-2200-42120 MOTOR FUELS	\$359.64	MOTOR FUELS
			101-2110-42120 MOTOR FUELS	\$2,564.07	MOTOR FUELS
			101-3100-42120 MOTOR FUELS	\$586.50	MOTOR FUELS
			101-5200-42120 MOTOR FUELS	\$37.00	MOTOR FUELS
			601-9425-42120 MOTOR FUELS	\$311.75	MOTOR FUELS
			602-9425-42120 MOTOR FUELS	\$311.74	MOTOR FUELS
<b>Total for WEX BANK</b>				<u>\$4,311.33</u>	

# City of Wyoming Check Detail Register

**12-05-2023**

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #	Account	Amount	Comment
<b>55608</b>	<b>12/05/2023</b>	<b>WILLIAMS SCOTSMAN, INC.</b>		
9019442792	101-3100-44100	RENTALS (EQUIPM	\$554.30	RENTALS (EQUIPMENT)
<b>Total for WILLIAMS SCOTSMAN, INC.</b>			<b>\$554.30</b>	
<b>55609</b>	<b>12/05/2023</b>	<b>XCEL ENERGY</b>		
853623408	101-3100-43860	STREET LIGHTS	\$294.64	STOP LIGHTS
	601-9425-43800	UTILITIES-GAS/ELI	\$2,118.06	WELLHOUSE
	101-2110-43800	UTILITIES-GAS/ELI	\$429.53	POLICE/PUBLIC WORKS
	101-3100-43800	UTILITIES-GAS/ELI	\$1,437.46	POLE BLDG
	101-1400-43800	UTILITIES-GAS/ELI	\$298.05	CITY HALL
	101-5500-43800	UTILITIES-GAS/ELI	\$1,534.70	LIBRARY
	101-5200-43800	UTILITIES-GAS/ELI	\$145.64	UTILITIES-GAS/ELEC/SEWER/WATER
85271906	101-3100-43800	UTILITIES-GAS/ELI	\$21.82	SPEED SIGN
852728257	101-3100-43800	UTILITIES-GAS/ELI	\$18.68	PARKS
852883488	601-9425-43800	UTILITIES-GAS/ELI	\$200.63	WELLHOUSE
852741206	101-3100-43860	STREET LIGHTS	\$15.47	STOP LIGHTS
852904325	101-3100-43800	UTILITIES-GAS/ELI	\$19.72	SPEED SIGN
852904498	101-3100-43800	UTILITIES-GAS/ELI	\$18.24	SPEED SIGN
852741012	101-3100-43800	UTILITIES-GAS/ELI	\$19.28	PARKS
853984603	602-9425-43800	UTILITIES-GAS/ELI	\$1,134.27	LIFT STATIONS
	601-9425-43800	UTILITIES-GAS/ELI	\$52.09	WELLHOUSE
<b>Total for XCEL ENERGY</b>			<b>\$7,758.28</b>	

# City of Wyoming Check Detail Register

12-05-2023

Check #	Check Date	Vendor Name		
Invoice #	General Ledger #	Amount	Comment	

**General Checking Account 10100**  
**Total Amount Being Paid: \$139,474.43**  
**Total Number of Checks: 37**

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Mayor Iverson

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Councilmember Luger

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Councilmember Nanko Yeager

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Councilmember Schilling

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Councilmember Ohnstad



# *Request for Council Action*

*Date:* December 5, 2023

*Presented to:* Mayor Iverson and City Council Members

*Presented by:* Grant MacFarlane, Assistant City Administrator

*Department:* Administration

*Reference:* 2024 Licenses

*Method:* Consent

***Background Information:***

The Minnesota Department of Public Safety Alcohol and Gambling Enforcement and the City of Wyoming requires that each establishment wishing to sell liquor On-Sale and Off-Sale within the City renew their license on an annual basis. Additionally, the City of Wyoming requires that establishments wishing to sell tobacco products and tobacco related items, waste haulers, and massage occupancy within the City renew their license on an annual basis.

The City of Wyoming and the State of Minnesota require that license holders meet certain minimum requirements of proof of insurance, taxes paid, and no violations by license holders etc. Applicants must submit the required documentation, forms and fees for their license.

***Recommended action:*** Conditionally approve Resolution 23-12-122 a resolution conditionally approving the issuance of various On-sale and Off-sale Liquor Licenses and Resolution 23-12-123 a resolution conditionally approving the issuance of various Tobacco, Waste Hauler and Massage licenses in the City of Wyoming for the year 2024.

<b>BUSINESS</b>	<b>LICENSE</b>
<b>THE LIQUOR WORKS</b>	Liquor/Tobacco
<b>COUNTY LINE LIQUOR</b>	Liquor/Tobacco
<b>RICK'S LIQUOR</b>	Liquor/Tobacco
<b>CORNERSTONE PUB &amp; PRIME</b>	Liquor/Tobacco
<b>SPEEDWAY SUPER AMERICA</b>	Liquor/Tobacco
<b>HOLIDAY #3550</b>	Liquor/Tobacco
<b>SPLITROCKS</b>	Liquor
<b>BRUCES FOODS</b>	Tobacco
<b>CASEY'S GENERAL STORE</b>	Tobacco
<b>WYOMING SMOKE SHOP</b>	Tobacco
<b>HOLIDAY #294</b>	Tobacco
<b>GENE'S DISPOSAL SERVICE</b>	Waste Hauler
<b>ACE SOLID WASTE</b>	Waste Hauler
<b>LEPAGE &amp; SONS</b>	Waste Hauler
<b>WASTE MANAGEMENT</b>	Waste Hauler
<b>CHISAGO LAKES SANITATION, LLC</b>	Waste Hauler
<b>CURBSIDE WASTE</b>	Waste Hauler
<b>REPUBLIC SERVICES</b>	Waste Hauler

**RESOLUTION NO. 23-12-122**

**RESOLUTION CONDITIONALLY APPROVING THE ISSUANCE OF VARIOUS ON-SALE AND OFF-SALE AND COMBINATION LIQUOR LICENSES IN THE CITY OF WYOMING FOR THE YEAR 2024.**

**WHEREAS**, the Minnesota Department of Public Safety Alcohol and Gambling Enforcement and the City of Wyoming requires that each establishment wishing to sell liquor On-Sale and Off-Sale within the City renew their license on an annual basis; and

**WHEREAS**, The City of Wyoming and the State of Minnesota require that license holders meet certain minimum requirements of proof of insurance, taxes paid by license holders and are currently within reasonable compliance regarding violations according to City policy for License holders etc.; and

**WHEREAS**, the City of Wyoming is collecting the necessary payment and forms from the following applicants:

**THEREFORE, BE IT RESOLVED** that the Wyoming City Council approve Liquor license renewal for one year for the following businesses to operate as follows:

1. County Line Liquor Inc. (**dba County Line Liquor**) 6589 Lake Blvd., Forest Lake , MN 55025  
**Off-Sale License**
2. Fire and Stone Inc.(dba **Cornerstone Pub & Prime**) 26753 Forest Blvd, Wyoming, MN 55092  
**Combination - On-Sale License – Sunday, Off-Sale and On-Sale License**
3. Split Rocks LLC (dba **Split Rocks**) 5063 – 273<sup>rd</sup> Street, Wyoming, MN 55092  
**On-Sale License - Sunday**
4. Liquor Liquidators, LLC (dba **Rick’s Liquor**) 26687 Forest Blvd, Wyoming, MN 55092  
**Off-Sale License**
5. Whittaker, LLC (dba **Liquor Works**) 26713 Faxton Ave, Wyoming, MN 55092  
**Off-Sale License**
6. Jokama Inc (dba **Wyoming Holiday #3550**) 26720 Kettle River Blvd, Wyoming, MN 55092  
**Off-Sale License**
7. Northern Tier Retail, LLC (dba **Speedway #4543**) 24203 Greenway Ave, Forest Lake, MN 55025  
**3.2 Off Sale License**

**BE IT FURTHER RESOLVED** that the City Administrator is hereby directed to complete the applications and submit them to the Minnesota Department of Public Safety, Alcohol and Gambling Enforcement for processing.

**THIS RESOLUTION WAS ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING ON THE 5TH DAY OF DECEMBER 2023.**

\_\_\_\_\_  
Lisa Iverson, Mayor

ATTEST:

\_\_\_\_\_  
Robb Linwood, City Administrator/Clerk

**RESOLUTION NO. 23-12-123**

**RESOLUTION CONDITIONALLY APPROVING THE ISSUANCE OF VARIOUS TOBACCO, WASTE HAULER, AND MASSAGE OCCUPANCY LICENSES IN THE CITY OF WYOMING FOR THE YEAR 2024**

**WHEREAS**, the City of Wyoming requires that each establishment wishing to sell Tobacco Products and Tobacco related items, Waste Haulers, and Massage Occupancy within the City renew their license on an annual basis; and

**WHEREAS**, The City of Wyoming and the State of Minnesota require that license holders meet certain minimum requirements of proof of insurance, taxes paid, and no violations by license holders etc.; and

**WHEREAS**, all applicants are required to submit the required application, required information and required proof of insurance and the Wyoming Police Department has conducted the required background checks.

**THEREFORE, BE IT RESOLVED** that the Wyoming City Council conditionally approve Vendor license renewal for the year 2024 for the businesses to operate as follows on the attached sheet once they have submitted all necessary payment and forms.

**BE IT FURTHER RESOLVED** that the City Administrator is hereby directed to complete the applications and submit them for processing.

**THIS RESOLUTION WAS ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING ON THE 5TH DAY OF DECEMBER 2023.**

\_\_\_\_\_  
Lisa Iverson, Mayor

ATTEST:

\_\_\_\_\_  
Robb Linwood, City Administrator/Clerk

<b>Business</b>	<b>Address</b>	<b>License Type</b>
Ace Solid Waste	6601 McKinley St. NW Ramsey, MN 55303	Waste Hauler
Chisago lakes Sanitation, LLC	9689 Stacy Trail, Chisago City, MN 55013	Waste Hauler
Curbside Waste	4025 85 <sup>th</sup> Ave N. Brooklyn Park, MN 55443	Waste Hauler
Gene's Disposal	5661 152 <sup>nd</sup> Street N. Hugo, MN 55038	Waste Hauler
LePage & Sons	23602 University Avenue NW. Bethel, MN 55005	Waste Hauler
Republic Services	8661 Kendova St. NE, Circle Pines, MN 55014	Waste Hauler
Waste Management	10050 Naples St. NE, Blaine, MN 55459	Waste Hauler
Bruce's Foods	5358 Wyoming Trail, Wyoming, MN 55092	Tobacco
Casey's	5321 Wyoming Trail, Wyoming, MN 55092	Tobacco
Cornerstone	26753 Forest Blvd, Wyoming, MN 55092	Tobacco
County Line Liquor	6589 Lake Blvd. Forest Lake, MN 55025	Tobacco
Holiday #294	6571 North Lake Blvd. Forest Lake MN 55025	Tobacco
Holiday #3550	26720 Kettle River Blvd, Wyoming, MN 55092	Tobacco
Liquor Works	26713 Faxton Ave, Wyoming, MN 55092	Tobacco
Rick's Liquor	26687 Forest Blvd, Wyoming, MN 55092	Tobacco
Speedway #4543	24203 Greenway Ave, Forest Lake, MN 55025	Tobacco
Wyoming Smoke Shop	5211 East Viking Blvd. Wyoming, MN 55092	Tobacco

**RESOLUTION NO. 23-12-124**

**A RESOLUTION ACCEPTING A DONATION TO THE CITY FROM FOREST LAKE AREA HIGH SCHOOL OF MR AND MRS KLAUS CHAIRS AT THE 7TH ANNUAL TREE LIGHTING CEREMONY AT RAILROAD PARK IN AN ESTIMATED VALUE AMOUNT OF \$200.00**

**WHEREAS**, The City of Wyoming is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

**WHEREAS**, The following persons and entities have offered to donate \$200.00 for the Tree lighting Ceremony at Railroad Park:

<u>Name of Donor</u>	<u>Amount</u>
Forest Lake Area High School	\$200.00

**WHEREAS**, All such donations have been contributed to assist in enhancing the city's establishments and recreational facilities; and

**WHEREAS**, The City Council finds it appropriate to accept the donations offered.

**THEREFORE, BE IT RESOLVED**, The City of Wyoming accepts the donation from Forest Lake Area High School and acknowledge the value of the donation at \$200.00

**HEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 5<sup>TH</sup> DAY OF DECEMBER, 2023.**

By: \_\_\_\_\_  
Lisa Iverson, Mayor

ATTEST:

\_\_\_\_\_  
Robb Linwood, City Administrator

**RESOLUTION NO. 23-12-125**

**A RESOLUTION ACCEPTING A DONATION TO THE CITY FROM POLARIS INDUSTRIES FOR A DONATION TO THE 7<sup>TH</sup> ANNUAL TREE LIGHTING CEREMONY AT RAILROAD PARK ON DECEMBER 2ND, 2023**

**WHEREAS**, the City of Wyoming is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

**WHEREAS**, the following persons and entities have offered to donate \$500 to the City of Wyoming 7<sup>th</sup> Annual Tree Lighting Ceremony.

<u>Name of Donor</u>	<u>Value</u>
Polaris Industries	\$500.00

**WHEREAS**, the City Council finds it appropriate to accept the donations offered.

**THEREFORE, BE IT RESOLVED**, the City of Wyoming accepts the donation from Polaris Industries and acknowledge the value of the donation at \$500.00.

**HEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 5<sup>TH</sup> DAY OF DECEMBER, 2023.**

By: \_\_\_\_\_  
Lisa Iverson, Mayor

ATTEST:

\_\_\_\_\_  
Robb Linwood, City Administrator

**RESOLUTION NO. 23-12-126**

**A RESOLUTION ACCEPTING A DONATION TO THE CITY FROM SUNRISE RIVER FARMS OF CIDER AND SNACKS AT THE 7TH ANNUAL TREE LIGHTING CEREMONY AT RAILROAD PARK IN AN ESTIMATED VALUE AMOUNT OF \$250.00**

**WHEREAS**, The City of Wyoming is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

**WHEREAS**, The following persons and entities have offered to donate \$250.00 for the Tree lighting Ceremony at Railroad Park:

<u>Name of Donor</u>	<u>Amount</u>
Sunrise River Farms	\$250.00

**WHEREAS**, All such donations have been contributed to assist in enhancing the city's establishments and recreational facilities; and

**WHEREAS**, The City Council finds it appropriate to accept the donations offered.

**THEREFORE, BE IT RESOLVED**, The City of Wyoming accepts the donation from Sunrise River Farms and acknowledge the value of the donation at \$250.00

**HEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 5<sup>TH</sup> DAY OF DECEMBER, 2023.**

By: \_\_\_\_\_  
Lisa Iverson, Mayor

ATTEST:

\_\_\_\_\_  
Robb Linwood, City Administrator

**RESOLUTION NO. 23-12-127**

**A RESOLUTION ACCEPTING A DONATION TO THE CITY FROM WSB  
ENGINEERING FOR A DONATION TO THE 7<sup>TH</sup> ANNUAL TREE LIGHTING  
CEREMONY AT RAILROAD PARK ON DECEMBER 2ND, 2023**

**WHEREAS**, the City of Wyoming is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

**WHEREAS**, the following persons and entities have offered to donate \$500 to the City of Wyoming 7<sup>th</sup> Annual Tree Lighting Ceremony.

<u>Name of Donor</u>	<u>Value</u>
WSB Engineering	\$500.00

**WHEREAS**, the City Council finds it appropriate to accept the donations offered.

**THEREFORE, BE IT RESOLVED**, the City of Wyoming accepts the donation from WSB Engineering and acknowledge the value of the donation at \$500.00.

**HEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 5<sup>TH</sup> DAY OF DECEMBER, 2023.**

By: \_\_\_\_\_  
Lisa Iverson, Mayor

ATTEST:

\_\_\_\_\_  
Robb Linwood, City Administrator

**RESOLUTION NO. 23-12-128**

**A RESOLUTION ACCEPTING A DONATION TO THE CITY FROM THE WYOMING LIONS CLUB OF SMORES, GIFT BAGS, CANDY CANES, AND COOKIES AT THE 7TH ANNUAL TREE LIGHTING CEREMONY AT RAILROAD PARK IN AN ESTIMATED VALUE AMOUNT OF \$250.00**

**WHEREAS**, The City of Wyoming is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

**WHEREAS**, The following persons and entities have offered to donate \$250.00 for the Tree lighting Ceremony at Railroad Park:

<u>Name of Donor</u>	<u>Amount</u>
Wyoming Lions Club	\$250.00

**WHEREAS**, All such donations have been contributed to assist in enhancing the city's establishments and recreational facilities; and

**WHEREAS**, The City Council finds it appropriate to accept the donations offered.

**THEREFORE, BE IT RESOLVED**, The City of Wyoming accepts the donation from the Wyoming Lions Club and acknowledge the value of the donation at \$250.00

**HEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 5<sup>TH</sup> DAY OF DECEMBER, 2023.**

By: \_\_\_\_\_  
Lisa Iverson, Mayor

ATTEST:

\_\_\_\_\_  
Robb Linwood, City Administrator

**RESOLUTION NO. 23-12-129**

**A RESOLUTION ACCEPTING A DONATION TO THE CITY FROM XCEL ENERGY  
FOR A DONATION TO THE 7<sup>TH</sup> ANNUAL TREE LIGHTING CEREMONY AT  
RAILROAD PARK ON DECEMBER 2ND, 2023**

**WHEREAS**, the City of Wyoming is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

**WHEREAS**, the following persons and entities have offered to donate \$500 to the City of Wyoming 7<sup>th</sup> Annual Tree Lighting Ceremony.

<u>Name of Donor</u>	<u>Value</u>
Xcel Energy	\$500.00

**WHEREAS**, the City Council finds it appropriate to accept the donations offered.

**THEREFORE, BE IT RESOLVED**, the City of Wyoming accepts the donation from Xcel Energy and acknowledge the value of the donation at \$500.00.

**HEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED  
THIS 5<sup>TH</sup> DAY OF DECEMBER, 2023.**

By: \_\_\_\_\_  
Lisa Iverson, Mayor

ATTEST:

\_\_\_\_\_  
Robb Linwood, City Administrator

**RESOLUTION 23-12-130**

**A RESOLUTION DECLARING CERTAIN PUBLIC WORKS ITEMS AS SURPLUS PROPERTY  
AND AUTHORIZING THE PUBLIC WORKS DEPARTMENT TO DISPOSE OF SUCH ITEMS  
THROUGH THE DISPOSAL PROCESS**

**WHEREAS**, The Wyoming Public Works department has an item that has been replaced by this year's CIP purchase;

**WHEREAS**, The item needs to be disposed of through our online auction process; and

**WHEREAS**, The item is ready to be disposed of.

Below is a list of the item(s) that need to be disposed of through our online auction process:

**Item Description**

1- 1998 Ford Dump Truck

**NOW THEREFORE, BE IT RESOLVED** that the City of Wyoming authorizes the Public Works Department to dispose of these items.

**THIS RESOLUTION WAS ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING  
THIS 5TH DAY OF DECEMBER 2023.**

**CITY OF WYOMING**

By: \_\_\_\_\_  
Lisa Iverson, Mayor

ATTESTED:

\_\_\_\_\_  
Robb Linwood, City Administrator/Clerk



# Request for Council Action

*Date:* November 30, 2023

*Presented to:* Mayor Iverson and City Council Members

*Presented by:* Robb Linwood, City Administrator

*Department:* Administration

*Reference:* Pay Voucher #5 Ferguson Waterworks Meter Change-out project

*Method:* Consent Agenda

**Background Information:**

Please find enclosed Construction Pay Voucher No. 5 for the above referenced project in the amount of \$9,540.00. The quantities completed to date have been reviewed and agreed upon by the contractor, and we hereby recommend that the City of Wyoming approve Construction Pay Voucher No. 5 for Ferguson Waterworks, Inc. The amount reflects the work through November 9, 2023. Approximately 99.1% of all meters have been installed for the project.

**Recommendation:**

To approve Resolution 23-12-131 a resolution approving payment for Pay Voucher #5 to Ferguson Waterworks for the 2023 Water Meter Change out project in the amount of \$9,540.00



**CITY OF WYOMING**

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092  
Phone: 651-462-0575 Fax: 651-462-0576

# APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE 1 OF 1 PAGES

**TO OWNER:**

City of Wyoming  
**BILL TO ADDRESS:**  
 ATTN Robb Linwood  
 26885 Forest Blvd  
 Wyoming, MN 55092

**APPLICATION:** 5 - FINAL

**Distribution to:**

<input type="checkbox"/>	OWNER
<input type="checkbox"/>	CONTRACTOR

**APPLICATION DATE:** 11/27/2023

**FROM CONTRACTOR:**

Ferguson Enterprises LLC dba Ferguson Waterworks

**REMIT TO ADDRESS:**

Ferguson Waterworks #2518  
 PO Box 802817  
 Chicago, IL 60680-2817

**PERIOD:** 10/1/2023 - 11/9/2023

**PROJECT:** Water Meter Replacement Project

**CONTRACT DATE:** 4/28/2023

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1.	ORIGINAL CONTRACT SUM	\$	<u>119,190.00</u>
2.	Net change by Change Orders	\$	<u>0.00</u>
3.	CONTRACT SUM TO DATE (Line 1 ± 2)	\$	<u>119,190.00</u>
4.	TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	<u>107,270.00</u>
5.	RETAINAGE :		
a.	0.00% of Completed Work (Column D + E on G703)	\$	-
b.	0.00% of Stored Material (Column F on G703)	\$	-
	Total Retainage (Lines 5a + 5b)	\$	<u>0.00</u>
6.	TOTAL EARNED LESS RETAINAGE	\$	<u>107,270.00</u>
7.	LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	<u>97,730.00</u>
8.	<b>CURRENT PAYMENT DUE</b>	\$	<b><u>9,540.00</u></b>
9.	REMAINING BALANCE OF CONTRACT (Line 3 - Line 4)	\$	<u>N/A - FINAL</u>

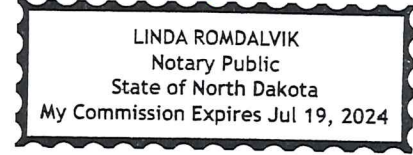
CONTRACTOR: Ferguson Enterprises LLC dba Ferguson Waterworks

By: Celeste Mottman Date: 11/27/23

State of: North Dakota County of: Cass  
 Subscribed and sworn to before me this 27th day of November, 2023

Notary Public: Linda Romdahlvik

My Commission expires: July 19, 2024



CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
<b>TOTALS</b>	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

**CONTINUATION SHEET**

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

**PROJECT NAME:** Water Meter Replacement Project  
**CONTRACT #:** N/A

**APPLICATION:** 5 - FINAL  
**APPLICATION DATE:** 11/27/2023  
**PERIOD:** 10/1/2023 - 11/9/2023

A ITEM NO.	B				C SCHEDULED VALUE	D				F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL VALUE COMPLETED & STORED TO DATE (D+E+F)	H % COMPLETE (G ÷ C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (0%)
	DESCRIPTION OF WORK	QTY	UNIT	UNIT PRICE		WORK COMPLETED		THIS PERIOD						
						FROM PREVIOUS APPLICATION	THIS PERIOD	QTY	VALUE					
<b>Contract Items</b>														
1	Install Neptune Water Meter & R900 V4 MIU (outside mount preferred) - sizes 5/8" to 1"	1290	ea	\$ 85.00	\$ 109,650.00	1,130	\$ 96,050.00	88	\$ 7,480.00	\$ -	\$ 103,530.00	94.42%	N/A - FINAL	\$ -
2	Install Neptune Water Meter & R900 V4 MIU (outside mount preferred) - sizes 1-1/2" to 2"	22	ea	\$ 280.00	\$ 6,160.00	6	\$ 1,680.00	6	\$ 1,680.00	\$ -	\$ 3,360.00	54.55%	N/A - FINAL	\$ -
3	Install Neptune Water Meter & R900 V4 MIU (outside mount preferred) - size 3"	1	ea	\$ 380.00	\$ 380.00		\$ -	1	\$ 380.00	\$ -	\$ 380.00	100.00%	N/A - FINAL	\$ -
4	Freeze Water Service Line	25	ea	\$ 120.00	\$ 3,000.00		\$ -		\$ -	\$ -	\$ -	0.00%	N/A - FINAL	\$ -
<b>TOTAL CONTRACT COST (not to exceed)</b>					<b>\$ 119,190.00</b>		<b>\$ 97,730.00</b>		<b>\$ 9,540.00</b>	<b>\$ -</b>	<b>\$ 107,270.00</b>	<b>90.00%</b>	<b>\$ -</b>	<b>\$ -</b>

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity



FERGUSON WATERWORKS #2518  
 PO BOX 802817  
 CHICAGO, IL 60680-2817

Deliver To:
From: Celeste Moltzan
Comments:

Please Contact With Questions:  
 763-560-5200

Invoice Number	Customer	Page
0523185	25836	1

Please refer to Invoice Number when making payment and remit to: TOTAL DUE ---> 9540.00

FERGUSON WATERWORKS #2518  
 PO BOX 802817  
 CHICAGO, IL 60680-2817

**Sold To:**  
 CITY OF WYOMING  
 METER ACCOUNT  
 26885 FOREST BLVD  
 WYOMING, MN 55092

**Ship To:**  
 CITY OF WYOMING  
 METER ACCOUNT  
 26885 FOREST BLVD  
 WYOMING, MN 55092

Ship Whse	Sell Whse	Tax Code	Customer Order Number	Sales Person	Job Name	Invoice Date	Batch
2518	2518	MNE	INSTALLS OCT/NOV 23	SMH	METER ACCOUNT	11/16/2023	26721

Ordered	Shipped	Item Number	Description	Unit Price	UM	Amount
			INSTALLS 10.1.23-11.09.23			
79	79	FN1101	NEPTUNE METER INSTALL 5/8 -Item 1	85.000	EA	6715.00
1	88	1 FN1103	NEPTUNE METER INSTALL 1	85.000	EA	85.00
6	6	FN1101	NEPTUNE METER INSTALL 5/8	85.000	EA	510.00
2	2	FN1103	NEPTUNE METER INSTALL 1	85.000	EA	170.00
4	6	4 FN1105	NEPTUNE METER INSTALL 1-1/2 -Item 2	280.000	EA	1120.00
2	2	FN1106	NEPTUNE METER INSTALL 2	280.000	EA	560.00
1	1	FN1107	NEPTUNE METER INSTALL 3 -Item 3	380.000	EA	380.00

**Invoice Sub-Total** 9540.00  
**Tax** 0.00  
**Total Amt** 9540.00

<b>TOTAL DUE ---&gt;</b>	<b>9540.00</b>
--------------------------	----------------

ALL ACCOUNTS ARE DUE AND PAYABLE PER THE CONDITIONS AND TERMS OF THE ORIGINAL INVOICE. ALL PAST DUE AMOUNTS ARE SUBJECT TO A SERVICE CHARGE AT THE MAXIMUM RATE ALLOWED BY STATE LAW PLUS COSTS OF COLLECTION INCLUDING ATTORNEY FEES IF INCURRED. FREIGHT TERMS ARE FOR OUR DOCK UNLESS OTHERWISE SPECIFIED ABOVE. COMPLETE TERMS AND CONDITIONS ARE AVAILABLE UPON REQUEST OR CAN BE VIEWED ON THE WEB AT <https://www.ferguson.com/content/website-info/terms-of-sale> GOVT BUYERS: ALL ITEMS QUOTED ARE OPEN MARKET UNLESS NOTED OTHERWISE.

LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION. PRODUCTS WITH \*NP IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.

**RESOLUTION NO. 23-12-131**

**A RESOLUTION APPROVING PAYMENT FOR PAY VOUCHER #5 TO FERGUSON WATERWORKS FOR THE 2023 WATER METER REPLACEMENT PROJECT IN THE AMOUNT OF \$9,540.00.**

**WHEREAS**, the City of Wyoming entered into a Contract with Ferguson Waterworks to complete the 2023 Water Meter Replacement Project; and.

**WHEREAS**, City staff has inspected and approved the work on this project

**NOW, THEREFORE BE IT RESOLVED** that the City of Wyoming authorizes the "Payment of Pay Voucher #5" in the amount of \$9,540.00 to Ferguson Waterworks for the 2023 Water Meter Replacement Project.

**THIS RESOLUTION WAS ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING ON THE 5TH DAY OF DECEMBER 2023.**

---

Lisa Iverson, Mayor

ATTEST:

---

Robb Linwood, City Administrator/Clerk



November 30, 2023

Re: Public Safety Activity Report – December 5, 2023, City Council Meeting

## **Police Update**

### **Stuff the Squad**

Choosing to move the event to the day before Thanksgiving was a great change! There was a good amount of business at Bruce's that evening and we had a really good turnout. In addition to the food donations, the financial donations were very much appreciated by Family Pathways. I reached out prior to the drop off to ask if they preferred food donations or if they can utilize the money to source items that are in need and they were very appreciative of the cash donation.

### **Officer Hiring Process**

We have made a conditional offer for a police officer candidate from our ongoing hiring process. The remaining steps have been scheduled and we would be returning to council for final approval in January if the candidate successfully completes them.

## **Fire Update**

### **Santa Toy and Clothing Drive**

Santa is getting prepped for his Fire Department ride along on December 2th. Santa will be out in our community with the fire department collecting food donations for the Anonymous Santa program.

## **Upcoming Community Outreach Events**

December 2, 2023 Wyoming Fire and Anonymous Santa Toy, Food and Clothing Drive

January 27, 2024 Polar Plunge for Special Olympics, White Bear Lake

Neil D. Bauer, Ed.D.

Public Safety Director/Police Chief



wyoming@wyomingmn.org • Phone: 651-462-0575 • Fax: 651-462-0576

PO Box 188 • 26885 Forest Boulevard • Wyoming, MN 55092



November 30, 2023  
Honorable Mayor and City Council  
City of Wyoming  
26885 Forest Boulevard  
Wyoming, MN 55092

**RE: DECEMBER 5, 2023 CITY COUNCIL MEETING**

Dear Mayor and Council Members:

This letter is intended to summarize on-going commercial building projects and zoning issues within the City. Some of these items may be separate agenda matters, while others are for informational purposes only.

**Gregory Contracting**

Insulation is complete, the septic system is being installed. Inspections for the footings, foundation, underground plumbing, in-floor heating, framing, and insulation have been approved. The building permit has been issued. Site plans have been approved and a Grading permit has been issued.

**Fairview Hospital**

The permits to remodel their Cardiac Rehabilitation area has been issued.

**Total Eye Care**

The building final have been approved. This item is closed.

**Planning Commission**

A public hearing was held on October 10th to consider the request of All Safe Global for an amendment of their Conditional Use Permit to allow the expansion of their outdoor storage yard. This is a separate agenda item.

Sincerely,

Frederick E. Weck, IV  
Zoning Administrator  
Building Official #1825  
Advanced Septic Inspector, MPCA #C5199  
City of Wyoming



November 30, 2023

Robb Linwood  
City of Wyoming  
26885 Forest Boulevard  
Wyoming, MN 55092

*Delivered via Email*

**Re: *City of Wyoming***  
***Status Update for the Period of – November 18, 2023 – November 30, 2023***

Dear Robb:

Our office continues to advise the City regarding land use issues and general employment matters. We serve as general counsel, answering questions, addressing legal concerns and reviewing items for the City including procedural issues, law updates, contracts, and policy considerations as requested. We work closely with City staff advising on legal concerns relating to citizen complaints and broad legal concepts.

Please contact me directly if you have any questions regarding this correspondence. Thank you for allowing us to serve the City of Wyoming.

Very Truly Yours,

s/ Thomas R. Loonan

Thomas R. Loonan  
City Attorney



# Engineer's Report



December 1, 2023

Honorable Mayor and City Council  
City of Wyoming, MN  
26885 Forest Boulevard  
Wyoming, MN 55092

Re: December 5, 2023, City Council Meeting  
WSB Project No. 021007-000

Dear Mayor and Council Members:

This engineer's report is intended to update you on engineering activities within the City since the last council meeting. Some of the items below may be on the agenda with more detailed information provided, while the other items below are for informational purposes only.

### **2024 Street Improvement Project**

Staff is organizing efforts for the feasibility study for the 2024 Street Improvement Project. Staff will be mailing a letter to residents within the project area to inform them that Wyoming City Council has authorized the preparation of a feasibility study, inform them of the public improvement process, and let them know that they will be seeing a survey crew and soil borings taking place over the next several months.

### **East Viking Boulevard (Fenwick to Glen Oak) and Bridge No. 13J22**

The project is substantially complete and open to traffic. An assessment was held for the project on Tuesday, November 7, 2023 at 8:00 p.m. Staff will certify the assessments with the County next week, once the 30-day prepay period has elapsed.

The portion of the project east of Polaris has been paved, shouldering has been placed and is complete.

The bridge portion of the project is now substantially complete. Remaining work to close out the project will take place in the spring.

### **Fallbrook Avenue and 264<sup>th</sup> Street Improvement Project**

The project is now substantially complete. Remaining work to close out the project will take place in the spring. An assessment hearing took place on November 21, 2023 at 7:00 p.m. Once

the 30-day prepayment period is complete on December 21<sup>st</sup>, staff will certify the assessments with the County

#### **Sewer and Water Rate Study – CIP development**

Engineering and Public Works staff have finalized the preparation of a CIP identifying anticipated needs for sewer and water infrastructure for the next 5-10 years. Staff has also worked to prepare additional information for the firm working on the study to verify WWAS and SAC fees.

#### **Diamond Ridge Development**

The project is substantially complete, with the final layer of asphalt to be placed after the homes are built. We did receive a grading plan modification that we approved at the request of a potential builder. They expect to start building later this fall. A letter of credit reduction will be taking place based on the work completed to date once we receive appropriate paperwork from the developer.

#### **Trunk Watermain and Sanitary Sewer Forcemain upsizing**

Staff has completed plans which have now been preliminarily approved by the DNR for the river crossing portion of the project. We are awaiting approval from MNDOT on the plans. Modifications were required to be made to accommodate new rules related to working in their right-of-way. This rule change affects us as we need to install our watermain under I 35 (trenchless).

#### **Katies Glenn**

Staff has approved the plans for the development and the developer. Staff has been made aware that a buyer for the project has been found and that they will be submitting a final plat application in the near future.

#### **Bingham Property – Hallberg Project (Multi-Tennent)**

All testing has now passed, and a site walk through has been completed. A final punch list has been provided to the contractor. Restoration items persist due to the lack of rain.

#### **Sunrise Riverbank Development (residential and commercial)**

Staff met with the property ownership team to discuss concepts they will be looking into further.

#### **Summer Fields Development**

No new update:

First Addition (19 lots): The contractor has indicated the project has been completed and all punch list items are complete as well. Upon inspection, there are a few items that remain; however, it is expected that this will be brought to the City in the near future for consideration of acceptance and release of escrow. The developer is working to address these remaining punch list items.

The Developer started work installing pipes in the filtration basin on 12/12/2022. Staff has reduced the cash escrow to \$10,000. Remaining work is primarily related to the removal of silt fence and ensure restoration efforts have taken.

Second Addition (15 lots):

No New Update:

Utility Construction, curb and gutter placement and asphalt has been placed. An escrow reduction has been requested and staff is confirming the value of work completed and what remains now that they have submitted the remaining. The escrow reduction has taken place.

Third Addition

No new update.

The developer has indicated that they are currently working on the third addition final plat and construction plans. This is for the completion of the site on the east side of Kettle River Boulevard. Earlier indication was that the third addition was for the next phase on the west side of Kettle River Boulevard.

The next addition on the West side of Kettle River Boulevard will involve the design of a city lift station within the site and will require design and ordering of lift station components. An on-site generator will also be required to be installed at the downstream lift station. The lead time on this is significant and that information has been provided to the developer to make sure these do not impede the timing of this next phase. Lift station design is currently underway as requested by the developer.

**Heims Lake Villas North**

All sanitary sewer, watermain, and storm sewer have been completed. Aggregate base and curb and gutter and first layer of asphalt has been completed, allowing building permits to be issued. The concrete sidewalk has been completed. The bituminous wearing course was planned to be completed in the fall of 2023, however it is now expected that this will be completed in the summer of 2024.

**Aadland Development (Hunter Hill)**

Punch list items are currently underway and final layer of asphalt has been placed. Project acceptance is expected in the spring once restoration is acceptable. Due to the drought, many areas of the seeding have not come in adequately. Project acceptance is now expected in the spring as fall seeding did not yet come in.

**Hallberg Storage**

Final Punch list has been created and project completion is near. Restoration is all that is needed for acceptance, however due to the lack of rain, seeding efforts have failed.

Thank you for the opportunity to update the Council on current matters in the City.

Sincerely,

***WSB and Associates, Inc.***

Mark Erichson, P.E., City Engineer



# Public Works Report

Date: December 5, 2023

**Mayor Iverson and City Council Members**

**Public Works Report for October 17, 2023 Council Meeting**

**Prepared by: Joe Keding, Assistant Public Works Superintendent**

## **Streets:**

Staff was in over the Thanksgiving holiday weekend to treat the main roads after a couple of small snow falls accumulated on Saturday evening and Sunday morning. Conditions were slick, but the treatment and warming temperatures brought roads back to full service quickly.

## **Sanitary Sewer:**

The crew responded to two lift station alarms over the Thanksgiving holiday weekend. Two people attended the 2023 Wastewater Operators seminar in Brooklyn Park, MN to earn the continuing education hours required for their MPCA Wastewater license.

## **Water:**

Daily and monthly water tests have been completed. Crew responded to two discolored water calls as well. One was determined to be in the homeowner's service line and the other one was discovered to be an air bubble in the resident's water, which most like caused by a failing anti-siphon device in their home.

## **Surface Water:**

Sweeping has been completed for the season. With the milder temperatures, staff was able to continue sweeping up until the week of Thanksgiving to accommodate for the late leaf drop this year.

## **Parks:**

The crew has started decorating Railroad Park for the holiday tree lighting ceremony. The portable restroom contractor has started to remove portables from the parks and crews will be removing trash and trash cans as we prepare for the winter season.



**City of Wyoming, Minnesota  
Utility Rate Study  
Water & Sanitary Sewer Services  
December 4, 2023**

Erickson Northstar, L.L.C



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## **Project Objective and Scope**

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# **Project Objectives and Scope**

Erickson Northstar, L.L.C was engaged by the City of Wyoming to conduct a water and sewer utility rate study. The purpose of the study was to provide the City of Wyoming with a report that analyzed their Water and Sewer Utility Funds to determine the appropriate rates, fees, and charges needed to adequately fund these operations over the next five years. The user charges and other revenue in each fund must provide sufficient revenue to cover anticipated operating and maintenance expenses, debt service including principal and interest, capital improvements and replacements, and to maintain adequate cash reserves. The total revenue needed should reflect the historical performance of each fund while recognizing anticipated future costs during the period for which rates are being established.

Erickson Northstar's analysis was based on four primary objectives:

- Ability to maintain and expand each utility's capital assets
- Maintain financially viable utility operations
- Maintain acceptable user rates, fees, and charges
- Complement the local government's overall development and financial goals

This report includes a review of each fund's historical revenues and expenses, the 2023 budgets and actual performance to date, the projected 2024 budgets, the City's capital improvement plan, historical consumption and customer data, projected growth of the customer bases, and current outstanding debt repaid from each fund. Based on this information, a projection of each fund's financial performance over the next ten years was developed based on current rates and then on rates needed to provide sufficient revenues to adequately fund each utility.



## Background

# Background

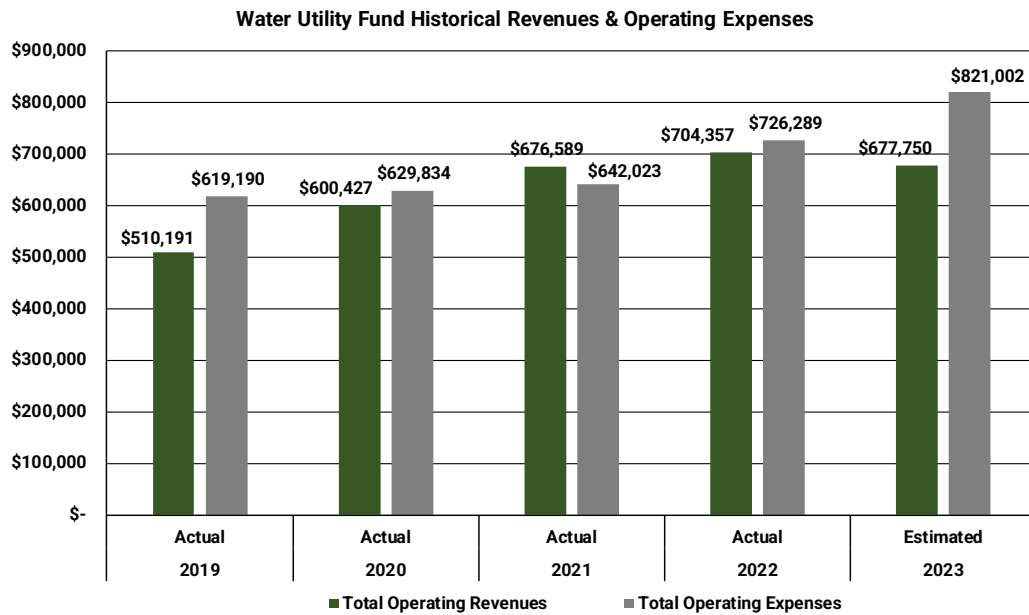
The City of Wyoming is located 36 miles northeast of the Twin Cities. They provide approximately 1,452 residential and commercial customers with water and sanitary sewer service. The City encompasses an area of approximately 21.74 square miles and has an estimated population of 8,057 persons according to the Census Bureau's 2022 estimate.

The existing water system has three wells ranging from 650 to 803 feet deep that draw water from the Mt. Simon and Tunnel City-Mt. Simon aquifers. The total supply capacity, or well pumping capacity, of the three wells is 2,125 gallons per minute. Disinfection and fluoridation are provided at each well site. There are two elevated storage tanks including one-300,000-gallon tower and one-750,000-gallon tower. Distribution mains includes pipes ranging in size from 6 to 16 inches in diameter.

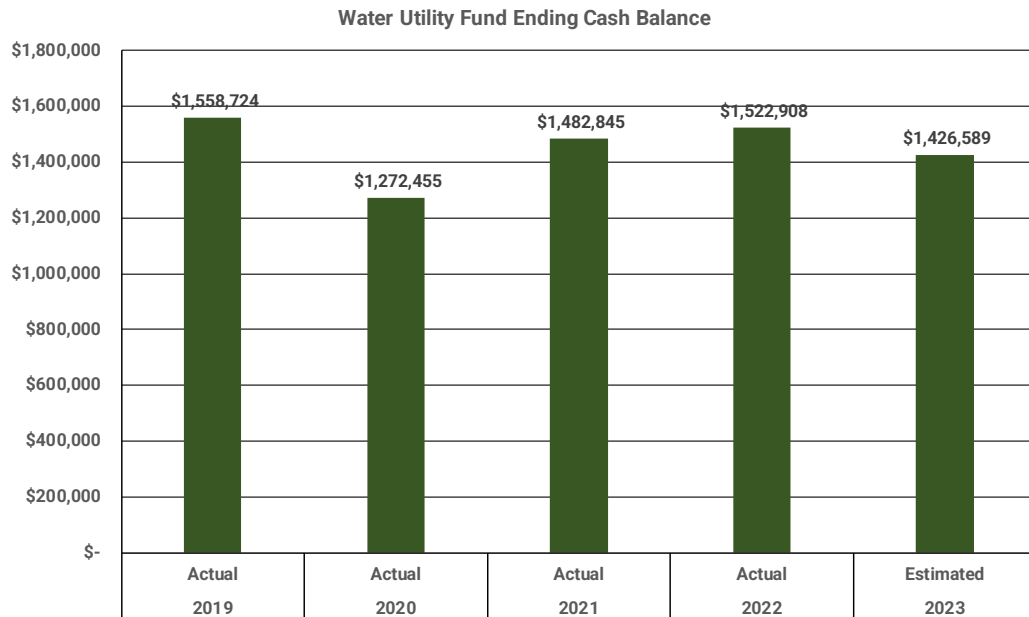
The City operates a sanitary sewer collection system with an average daily flow of 257,000 gallons per day, which discharges into the waste treatment system managed by Chisago Lakes Joint Sewage Treatment Commission (CLJSTC). The City's sewer system includes thirteen lift stations in addition to the collection system.

### Water Utility Fund Historical Information

A review of the City's most recent financial reports for the Water Utility Fund shows operating expenses have exceeded operating revenues in three of the past four years and are estimated to do so again in 2023. The Water Utility Fund's ending cash balance has fluctuated over the period from actual 2019 to budget 2023 ranging from a high of approximately \$1.56 million in 2019 to a low of approximately \$1.27 million in 2020. The 2023 budget is projected to result in an ending cash balance of approximately \$1.43 million, down from approximately \$1.52 million at the end of 2022. This variability is primarily resulted from the acquisition and construction of assets especially in 2022 where approximately \$500,000 in assets were acquired. These are shown in the charts below.

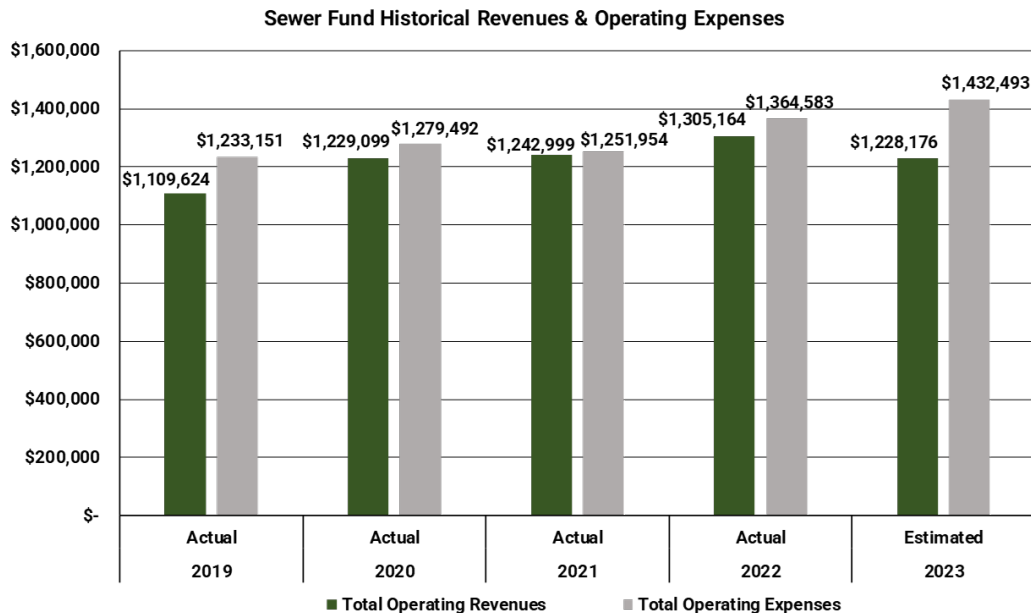


# Background

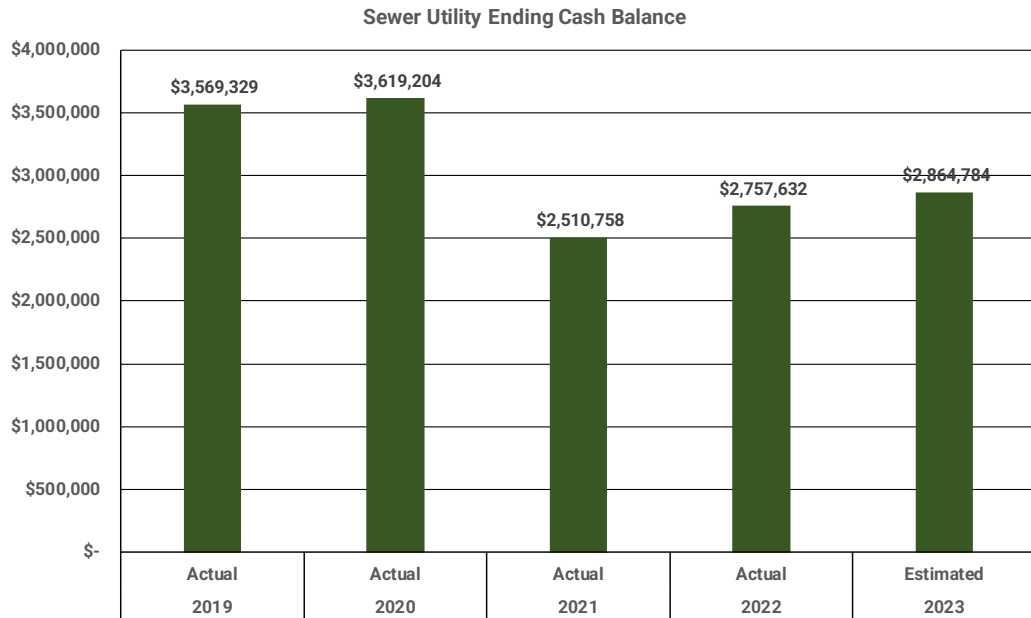


## Sewer Utility Fund Historical Information

In the Sewer Utility Fund, operating expenses have exceeded operating revenues in each of the past four years and are projected to exceed them again in 2023. Cash in the Sewer Utility Fund decreased from approximately \$3.57 million in 2019 to \$2.51 million in 2021 before increasing to \$2.76 million in 2022. The ending cash is projected to increase to approximately \$2.86 million at the end of 2023. As in the Water Utility Fund, the decrease in ending cash from 2020 to 2021 was primarily due to a \$1.29 million capital expenditure in that year. Historical operating revenues and expenses and ending cash balances are shown in the charts below and on the following page.



# Background



Revenues and expenses for the past four years and the estimated 2023 budget for each fund are shown on the following pages.



## Background

### Water Utility Fund Historical Information

	2019	2020	2021	2022	2023
<b>Operating Revenues</b>	Actual	Actual	Actual	Actual	Estimated
Charges for Services	\$ 497,650	\$ 593,547	\$ 669,535	\$ 695,605	\$ 671,103
Penalties	\$ 11,211	\$ 6,460	\$ 824	\$ 6,652	\$ 5,667
Utility Inspections	\$ 1,330	\$ 420	\$ 6,230	\$ 2,100	\$ 980
<b>Total Operating Revenues</b>	<b>\$ 510,191</b>	<b>\$ 600,427</b>	<b>\$ 676,589</b>	<b>\$ 704,357</b>	<b>\$ 677,750</b>
<b>Operating Expenses</b>					
Personal services	\$ 173,519	\$ 164,291	\$ 200,583	\$ 260,794	\$ 217,830
Materials and supplies	\$ 20,893	\$ 14,873	\$ 37,260	\$ 25,018	\$ 23,192
Chemicals	\$ 10,724	\$ 8,501	\$ 6,638	\$ 6,083	\$ 10,399
Meters	\$ 46,256	\$ 52,344	\$ 46,255	\$ 49,822	\$ 212,338
Repairs and maintenance	\$ 20,125	\$ 58,964	\$ 18,859	\$ 32,199	\$ 34,500
Utilities	\$ 31,072	\$ 35,627	\$ 33,451	\$ 38,941	\$ 30,000
Depreciation	\$ 234,186	\$ 230,050	\$ 233,245	\$ 220,962	\$ 220,960
Other services and charges	\$ 21,814	\$ 12,534	\$ 10,921	\$ 11,879	\$ 31,783
Professional services (General)	\$ 34,018	\$ 25,297	\$ 46,184	\$ 36,394	\$ 20,000
Watermain break	\$ 26,583	\$ 27,353	\$ 8,627	\$ 44,197	\$ 20,000
<b>Total Operating Expenses</b>	<b>\$ 619,190</b>	<b>\$ 629,834</b>	<b>\$ 642,023</b>	<b>\$ 726,289</b>	<b>\$ 821,002</b>
<b>Operating income (Loss)</b>	<b>\$ (108,999)</b>	<b>\$ (29,407)</b>	<b>\$ 34,566</b>	<b>\$ (21,932)</b>	<b>\$ (143,252)</b>
<b>Nonoperating revenues (expenses)</b>					
Investment income	\$ 23,843	\$ 52,130	\$ (3,139)	\$ (34,151)	\$ 37,934
Refunds and reimbursements	\$ -	\$ -	\$ -	\$ 1,242	\$ -
Intergovernmental	\$ 6,725	\$ -	\$ 12,298	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ 1,793	\$ -	\$ 6,925
Interest expense	\$ (65,393)	\$ (65,466)	\$ (60,236)	\$ (57,072)	\$ (57,032)
<b>Total nonoperating revenues (expenses)</b>	<b>\$ (34,825)</b>	<b>\$ (13,336)</b>	<b>\$ (49,284)</b>	<b>\$ (89,981)</b>	<b>\$ (12,173)</b>
<b>Income (loss) before capital contributions</b>	<b>\$ (143,824)</b>	<b>\$ (42,743)</b>	<b>\$ (14,718)</b>	<b>\$ (111,913)</b>	<b>\$ (155,425)</b>
Capital contributions	\$ 43,890	\$ 21,840	\$ 154,081	\$ 153,887	\$ 53,040
Transfers in	\$ 175,000	\$ 175,000	\$ -	\$ -	\$ -
Transfers out	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Change in net position</b>	<b>\$ 75,066</b>	<b>\$ 154,097</b>	<b>\$ 139,363</b>	<b>\$ 41,974</b>	<b>\$ (102,385)</b>
<b>Cash and Cash Equivalents</b>					
Beginning cash	\$ 1,351,206	\$ 1,558,724	\$ 1,272,455	\$ 1,482,845	\$ 1,522,908
Depreciation	\$ 234,186	\$ 230,050	\$ 233,245	\$ 220,962	\$ 220,960
Change in net position	\$ 75,066	\$ 154,097	\$ 139,363	\$ 41,974	\$ (102,385)
Acquisition of assets	\$ -	\$ (496,763)	\$ (50,556)	\$ (3,750)	\$ (50,000)
Principal payments on debt	\$ (154,283)	\$ (155,687)	\$ (157,089)	\$ (163,492)	\$ (164,895)
Adjustment for accruals	\$ 52,549	\$ (17,966)	\$ 45,427	\$ (55,631)	\$ -
<b>Ending cash balance</b>	<b>\$ 1,558,724</b>	<b>\$ 1,272,455</b>	<b>\$ 1,482,845</b>	<b>\$ 1,522,908</b>	<b>\$ 1,426,589</b>



# Background

## Sewer Utility Fund Historical Information

	2019	2020	2021	2022	2023
<b>Operating Revenues</b>	Actual	Actual	Actual	Actual	Estimated
Charges for Services	\$ 1,109,624	\$ 1,229,099	\$ 1,240,508	\$ 1,305,164	\$ 1,217,264
Penalties	\$ -	\$ -	\$ 2,491	\$ -	\$ 10,912
Other	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Operating Revenues</b>	<b>\$ 1,109,624</b>	<b>\$ 1,229,099</b>	<b>\$ 1,242,999</b>	<b>\$ 1,305,164</b>	<b>\$ 1,228,176</b>
<b>Operating Expenses</b>					
Personal services	\$ 145,532	\$ 165,720	\$ 180,333	\$ 248,410	\$ 210,650
Materials and supplies	\$ 15,297	\$ 32,021	\$ 10,004	\$ 16,065	\$ 28,345
Repairs and maintenance	\$ 44,602	\$ 38,146	\$ 46,164	\$ 88,892	\$ 43,733
Utilities	\$ 12,933	\$ 11,458	\$ 16,388	\$ 12,766	\$ 25,000
Depreciation	\$ 318,857	\$ 318,462	\$ 320,467	\$ 326,187	\$ 320,468
Other services and charges	\$ 367,280	\$ 348,961	\$ 345,768	\$ 329,897	\$ 445,838
Professional services (General)	\$ 20,829	\$ 59,700	\$ 28,852	\$ 31,493	\$ 20,000
Sewer Plant Fees	\$ 307,821	\$ 305,024	\$ 303,978	\$ 310,873	\$ 338,458
<b>Total Operating Expenses</b>	<b>\$ 1,233,151</b>	<b>\$ 1,279,492</b>	<b>\$ 1,251,954</b>	<b>\$ 1,364,583</b>	<b>\$ 1,432,493</b>
<b>Operating income (Loss)</b>	<b>\$ (123,527)</b>	<b>\$ (50,393)</b>	<b>\$ (8,955)</b>	<b>\$ (59,419)</b>	<b>\$ (204,316)</b>
<b>Nonoperating revenues (expenses)</b>					
Investment income	\$ 59,486	\$ 107,423	\$ (2,447)	\$ (64,870)	\$ 72,884
Refunds and reimbursements	\$ -	\$ 57,411	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ 12,500	\$ -	\$ -
Interest expense	\$ (18,218)	\$ (15,097)	\$ (11,869)	\$ (8,533)	\$ (16,829)
<b>Total nonoperating revenues (expenses)</b>	<b>\$ 41,268</b>	<b>\$ 149,737</b>	<b>\$ (1,816)</b>	<b>\$ (73,403)</b>	<b>\$ 56,055</b>
<b>Income (loss) before capital contributions</b>	<b>\$ (82,259)</b>	<b>\$ 99,344</b>	<b>\$ (10,771)</b>	<b>\$ (132,822)</b>	<b>\$ (148,261)</b>
Capital contributions	\$ 50,050	\$ 22,750	\$ 4,550	\$ 146,510	\$ 50,050
Transfers in	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers out	\$ (175,000)	\$ (175,000)	\$ -	\$ -	\$ -
<b>Change in net position</b>	<b>\$ (207,209)</b>	<b>\$ (52,906)</b>	<b>\$ (6,221)</b>	<b>\$ 13,688</b>	<b>\$ (98,211)</b>
<b>Cash and Cash Equivalents</b>					
Beginning cash	\$ 3,595,883	\$ 3,569,329	\$ 3,619,204	\$ 2,510,758	\$ 2,757,632
Depreciation	\$ 318,857	\$ 318,462	\$ 320,467	\$ 326,187	\$ 320,468
Change in net position	\$ (207,209)	\$ (52,906)	\$ (6,221)	\$ 13,688	\$ (98,211)
Acquisition of assets	\$ (60,525)	\$ (126,470)	\$ (1,294,744)	\$ (14,178)	\$ -
Principal payments on debt	\$ (100,717)	\$ (104,313)	\$ (107,911)	\$ (111,508)	\$ (115,105)
Adjustment for accruals	\$ 23,040	\$ 15,102	\$ (20,037)	\$ 32,685	\$ -
<b>Ending cash balance</b>	<b>\$ 3,569,329</b>	<b>\$ 3,619,204</b>	<b>\$ 2,510,758</b>	<b>\$ 2,757,632</b>	<b>\$ 2,864,784</b>



# Background

## Current Water and Sewer Rates

The City's 2023 Water Rate Schedule and Sewer Rate Schedule are shown below.

### Current Water Rate Schedule

CHAPTER 36 – UTILITIES		
<b>Article II Water</b>		
Residential	Base Fee (5/8" to 7/8" Meter)	\$41.72
Residential	Per 100gal/20,000 or less	\$.003447/gallon
Residential	Per 100gal/20,000 or more	\$.004308/gallon
Commercial	Per 100gal/62,000 or less	\$.003447/gallon
Commercial	Per 100gal/62,000 or more	\$.004308/gallon
Commercial	<b>Base Fees – Meter Size</b>	
	1"	\$58.40
	1 1/2"	\$75.08
	2"	\$120.98
	3"	\$458.86
Curb Stop Connection Permit (WAC)		\$3,990.00

### Current Sewer Rate Schedule:

<b>Article III – Sewer</b>	
Permit Fee for Connection to Sanitary Sewer Plus Installation Costs (SAC)	\$4,550.00
Base Fee	\$31.44
Cost Per Gallons (Sewage Cost Per/100 gallons)	\$.0134/gallon

## Cash Reserves

Utility funds need sufficient cash to pay current expenses together with principal and interest on outstanding debt. Cash reserves should be established at a level that will provide for fluctuations in revenues that can result from variable seasonal demands, unforeseen revenue losses, unforeseen expenses, timing differences between receipt of revenues and timing of expenses, emergencies or to cover any shortfalls in the budget. The amount of cash reserves that each fund should have depends on several factors, including:

- Reserves that are legally required
- Variability of the annual revenue stream
- Variability in annual expenses
- Variability in service demands (e.g. rainfall, temperature, climate changes events)
- Age and condition of fixed assets
- Anticipated future capital needs
- Tolerance for risk
- Number of relatively large customers
- Bond rating agency metrics

There are few prescribed formulas, and the level of cash reserves varies considerably between utilities. The level of cash reserves should be established based on a careful analysis of the factors above. The City of Wyoming has established a cash reserve policy for its enterprise funds as follows:



## Background

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*At the end of each fiscal year, each enterprise fund shall maintain a minimum cash reserve balance equal to 50% of the following year's budgeted operating expenses, 100% of the following year's debt service principal and interest payments due, and the 5 year average of future capital outlay*

This policy is well thought out and will provide each enterprise fund with an adequate level of cash reserves.



## Financial Projections

# Financial Projections

The financial projections for the Water and Sewer Funds were based in part on information provided to Erickson Northstar and information available on the City's website and from the Chisago Lakes Joint Sewer Treatment Commission (CLJSTC) including:

- City's 2019 through 2022 – Annual Comprehensive Financial Reports
- City's 2023 and 2024 Water and Sewer operating budgets
- Actual 2023 financial statements through September 30, 2023
- CLSTJC 2024 Draft Budget
- Current utility rates
- Capital Improvement Plan for the Water Utility Fund
  - o For 2024 through 2028 and 2033 the amounts from the C.I.P.
  - o \$450,000 in ARPA funds for the 2024 trunk watermain under Interstate 35
  - o For 2029 through 2032 capital outlay was estimated at the average annual amount programmed from 2023 through 2028
- Capital Improvement Plan for the Sewer Utility Fund
  - o For 2024 through 2028 the amounts from the C.I.P.
  - o For 2029 through 2033 capital outlay was estimated at the average annual amount programmed from 2023 through 2028
- CLJSTC planned capital improvements for 2024 through 2028
- Customer consumption data
- Increased cost for an employee in 2025
  - o \$25,000 in the Water Utility
  - o \$25,000 in the Sewer Utility
- The City's Comprehensive Plan
- Chisago County Comprehensive Housing Plan

Assumptions for the growth of revenues from the increase volume of water sold each year resulting from growth and development were projected to be 2.15% annually based on projections from the comprehensive plans.

Assumptions for the increase in operating expenses for each utility were based on historical trends and our experience in performing utility rate studies. Most operating expenses were projected to grow at three percent annually with the exception of chemicals for the Water Utility Fund which were projected to grow at 1.5% annually.

The interest income earned on the investment of annual ending cash was assumed to be at a rate of 1.5% based on the long-term average of interest rates for ninety-day certificates of deposit.



## Financial Projections

### Water Utility Financial Projections

Two financial projections were made for the Water Utility Fund. The first projection showed the financial performance of the fund at current rates and the second projection showed the financial performance at rates needed to adequately fund the utility. Both projections included the capital improvement program and the projected increase in sales resulting from growth and development.

### Capital Outlay

Capital outlay included in the financial projections totaled \$2.76 million of which \$1.11 million was projected to be funded with cash from the Water Utility Fund, \$1.2 million would be funded with new debt, and \$450,000 would be funded with ARPA funds. The capital improvement plan is shown below.

Year	Project	Water Utility	G.O. Water Revenue Bonds	Water Other	Total
2024	Trunk Watermain under I35	\$ 300,000		\$ 450,000	\$ 750,000
2024	Valve turner	\$ 17,000			\$ 17,000
2024	Water Tower Mixer	\$ 20,000			\$ 20,000
2024	Lift Station Service Truck	\$ 35,000			\$ 35,000
2026	Watermain Improvement with Street CIP	\$ 50,000			\$ 50,000
2028	East Viking Valving	\$ 40,000			\$ 40,000
2029	Water Utility Improvements	\$ 162,000			\$ 162,000
2030	Water Utility Improvements	\$ 162,000			\$ 162,000
2031	Water Utility Improvements	\$ 162,000			\$ 162,000
2032	Water Utility Improvements	\$ 162,000			\$ 162,000
2033	New Supply Well	\$ -	\$ 1,200,000		\$ 1,200,000
<b>Totals</b>		<b>\$ 1,110,000</b>	<b>\$ 1,200,000</b>	<b>\$ 450,000</b>	<b>\$ 2,760,000</b>

### Financial Projections – At Current Rates

The financial projection at current rates shows the following outcomes:

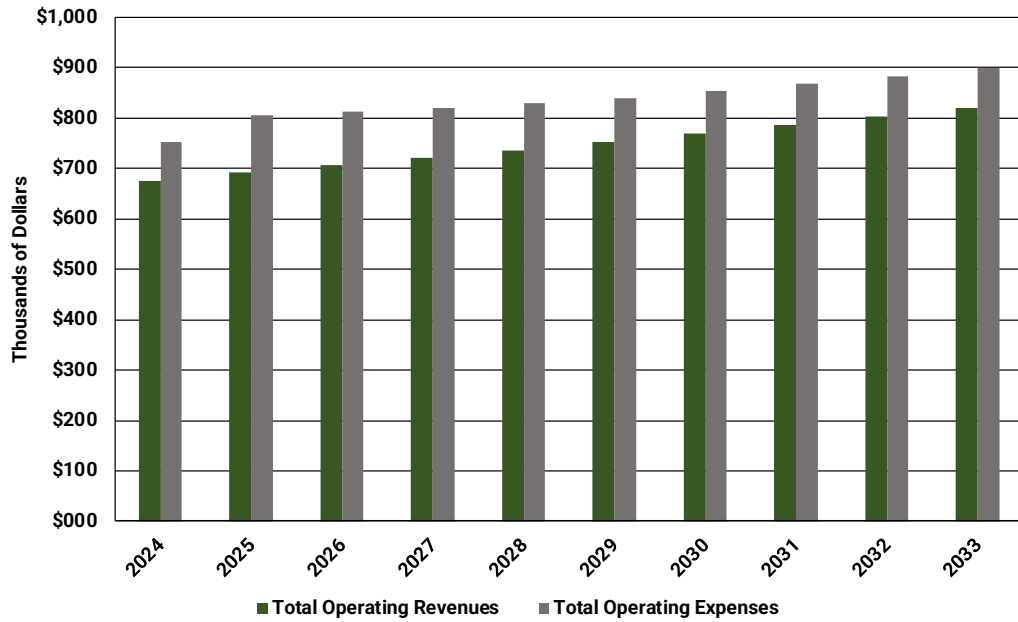
- Operating expenses exceed operating revenues every year
- Ending cash declines every year and is projected to be less the minimum cash required by the City's policy beginning in 2028 and each year thereafter.

The financial projections at current rates are shown in the charts and tables on the following pages.

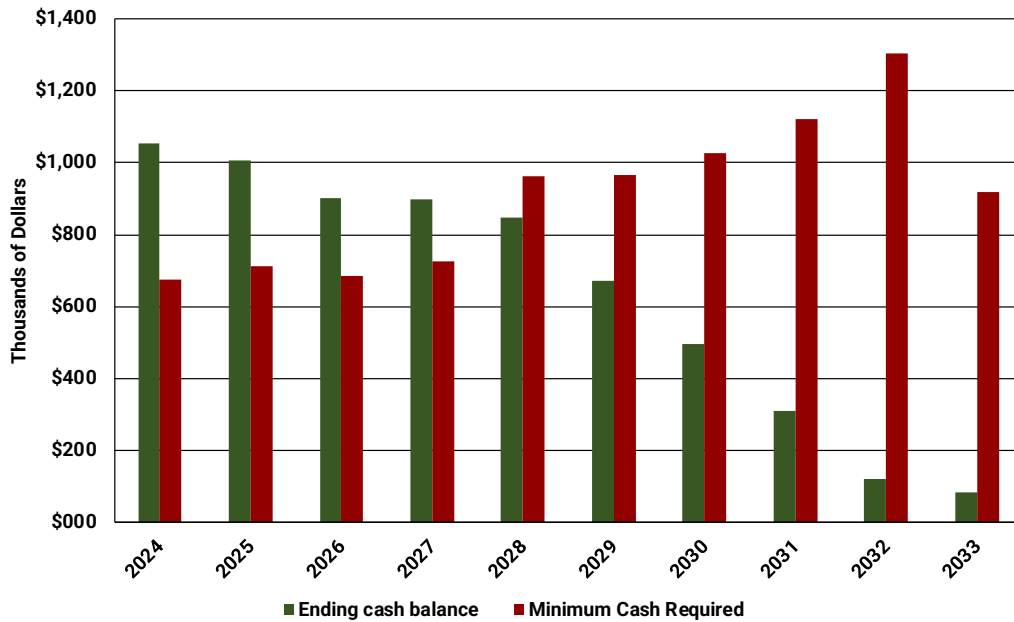


# Financial Projections

**Water Utility Fund No Rate Increases  
Projected Operating Revenues and Expenditures**



**Water Utility Fund No Rate Increases  
Projected Ending Cash Balances and Minimum Cash Required**



# Financial Projections

## Water Utility Financial Projections at Current rates

Projected growth in sales		2.15%	2.15%	2.15%	2.15%	2.15%
Projected rate increase		0.00%	0.00%	0.00%	0.00%	0.00%
		Projected	Projected	Projected	Projected	Projected
	Projected Change	2024	2025	2026	2027	2028
<b>Operating Revenues</b>						
Charges for Services	0.00%	\$ 667,403	\$ 681,752	\$ 696,410	\$ 711,383	\$ 726,677
Penalties	0.00%	\$ 8,000	\$ 8,172	\$ 8,348	\$ 8,527	\$ 8,711
Utility Inspections	0.00%	\$ 1,000	\$ 1,022	\$ 1,043	\$ 1,066	\$ 1,089
<b>Total Operating Revenues</b>		<b>\$ 676,403</b>	<b>\$ 690,946</b>	<b>\$ 705,801</b>	<b>\$ 720,976</b>	<b>\$ 736,477</b>
<b>Operating Expenses</b>						
Personal services	3.00%	\$ 248,528	\$ 280,984	\$ 289,413	\$ 298,096	\$ 307,039
Materials and supplies	3.00%	\$ 38,500	\$ 39,655	\$ 40,845	\$ 42,070	\$ 43,332
Chemicals	1.50%	\$ 15,000	\$ 15,225	\$ 15,453	\$ 15,685	\$ 15,920
Meters	3.00%	\$ 10,000	\$ 10,300	\$ 10,609	\$ 10,927	\$ 11,255
Repairs and maintenance	3.00%	\$ 41,500	\$ 42,745	\$ 44,027	\$ 45,348	\$ 46,709
Utilities	3.00%	\$ 40,000	\$ 41,200	\$ 42,436	\$ 43,709	\$ 45,020
Depreciation existing		\$ 220,960	\$ 209,912	\$ 199,416	\$ 189,446	\$ 179,973
Depreciation new		\$ -	\$ 22,200	\$ 22,200	\$ 23,200	\$ 23,200
Other services and charges	3.00%	\$ 93,850	\$ 96,666	\$ 99,565	\$ 102,552	\$ 105,629
Professional services (General)	3.00%	\$ 20,000	\$ 20,600	\$ 21,218	\$ 21,855	\$ 22,510
Watermain break	3.00%	\$ 25,000	\$ 25,750	\$ 26,523	\$ 27,318	\$ 28,138
<b>Total Operating Expenses</b>		<b>\$ 753,338</b>	<b>\$ 805,236</b>	<b>\$ 811,706</b>	<b>\$ 820,206</b>	<b>\$ 828,725</b>
<b>Operating income (Loss)</b>		<b>\$ (76,935)</b>	<b>\$ (114,291)</b>	<b>\$ (105,905)</b>	<b>\$ (99,230)</b>	<b>\$ (92,249)</b>
<b>Nonoperating revenues (expenses)</b>						
Investment income	1.50%	\$ 15,000	\$ 15,797	\$ 15,072	\$ 13,520	\$ 13,453
Intergovernmental	3.00%	\$ 450,000	\$ -	\$ -	\$ -	\$ -
Miscellaneous	3.00%	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Expense New Debt		\$ -	\$ -	\$ -	\$ -	\$ -
Interest Expense Existing Debt	3.00%	\$ (53,214)	\$ (49,242)	\$ (45,112)	\$ (41,385)	\$ (38,073)
<b>Total nonoperating revenues (expenses)</b>		<b>\$ 411,786</b>	<b>\$ (33,445)</b>	<b>\$ (30,040)</b>	<b>\$ (27,865)</b>	<b>\$ (24,620)</b>
<b>Income (loss) before capital contributions</b>		<b>\$ 334,851</b>	<b>\$ (147,736)</b>	<b>\$ (135,945)</b>	<b>\$ (127,095)</b>	<b>\$ (116,868)</b>
Capital contributions	2.15%	\$ 64,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
<b>Change in net position</b>		<b>\$ 398,851</b>	<b>\$ (107,736)</b>	<b>\$ (95,945)</b>	<b>\$ (87,095)</b>	<b>\$ (76,868)</b>
<b>Cash and Cash Equivalents</b>						
Beginning cash		\$ 1,426,589	\$ 1,053,102	\$ 1,004,777	\$ 901,345	\$ 896,895
Depreciation		\$ 220,960	\$ 232,112	\$ 221,616	\$ 212,646	\$ 203,173
Change in net position		\$ 398,851	\$ (107,736)	\$ (95,945)	\$ (87,095)	\$ (76,868)
Acquisition of assets		\$ (822,000)	\$ -	\$ (50,000)	\$ -	\$ (40,000)
Proceeds from bonds and/or loans		\$ -	\$ -	\$ -	\$ -	\$ -
Principal payments new debt		\$ -	\$ -	\$ -	\$ -	\$ -
Principal payments on debt		\$ (171,298)	\$ (172,701)	\$ (179,104)	\$ (130,000)	\$ (135,000)
<b>Ending cash balance</b>		<b>\$ 1,053,102</b>	<b>\$ 1,004,777</b>	<b>\$ 901,345</b>	<b>\$ 896,895</b>	<b>\$ 848,200</b>
<b>Minimum Cash Balance</b>						
Days operating cash	182.5	\$ 402,618	\$ 405,853	\$ 410,103	\$ 414,363	\$ 419,527
Capital Outlay		\$ 50,400	\$ 82,800	\$ 105,200	\$ 137,600	\$ 369,600
Debt Service		\$ 221,943	\$ 224,215	\$ 171,385	\$ 173,073	\$ 174,460
<b>Minimum Cash Required</b>		<b>\$ 674,961</b>	<b>\$ 712,868</b>	<b>\$ 686,688</b>	<b>\$ 725,036</b>	<b>\$ 963,587</b>
<b>Amount over (under) Minimum</b>		<b>\$ 378,141</b>	<b>\$ 291,909</b>	<b>\$ 214,657</b>	<b>\$ 171,859</b>	<b>\$ (115,387)</b>



# Financial Projections

## Water Utility Financial Projections at Current rates (continued)

		2.15%	2.15%	2.15%	2.15%	2.15%
Projected growth in sales		2.15%	2.15%	2.15%	2.15%	2.15%
Projected rate increase		0.00%	0.00%	0.00%	0.00%	0.00%
		Projected	Projected	Projected	Projected	Projected
	Projected Change	2029	2030	2031	2032	2033
<b>Operating Revenues</b>						
Charges for Services	0.00%	\$ 742,301	\$ 758,260	\$ 774,563	\$ 791,216	\$ 808,227
Penalties	0.00%	\$ 8,898	\$ 9,089	\$ 9,285	\$ 9,484	\$ 9,688
Utility Inspections	0.00%	\$ 1,112	\$ 1,136	\$ 1,161	\$ 1,186	\$ 1,211
<b>Total Operating Revenues</b>		<b>\$ 752,311</b>	<b>\$ 768,486</b>	<b>\$ 785,008</b>	<b>\$ 801,886</b>	<b>\$ 819,126</b>
<b>Operating Expenses</b>						
Personal services	3.00%	\$ 316,250	\$ 325,737	\$ 335,509	\$ 345,575	\$ 355,942
Materials and supplies	3.00%	\$ 44,632	\$ 45,971	\$ 47,350	\$ 48,771	\$ 50,234
Chemicals	1.50%	\$ 16,159	\$ 16,402	\$ 16,648	\$ 16,897	\$ 17,151
Meters	3.00%	\$ 11,593	\$ 11,941	\$ 12,299	\$ 12,668	\$ 13,048
Repairs and maintenance	3.00%	\$ 48,110	\$ 49,553	\$ 51,040	\$ 52,571	\$ 54,148
Utilities	3.00%	\$ 46,371	\$ 47,762	\$ 49,195	\$ 50,671	\$ 52,191
Depreciation existing		\$ 170,975	\$ 162,426	\$ 154,305	\$ 146,589	\$ 139,260
Depreciation new		\$ 24,000	\$ 27,240	\$ 30,480	\$ 33,720	\$ 36,960
Other services and charges	3.00%	\$ 108,798	\$ 112,062	\$ 115,424	\$ 118,886	\$ 122,453
Professional services (General)	3.00%	\$ 23,185	\$ 23,881	\$ 24,597	\$ 25,335	\$ 26,095
Watermain break	3.00%	\$ 28,982	\$ 29,851	\$ 30,747	\$ 31,669	\$ 32,619
<b>Total Operating Expenses</b>		<b>\$ 839,055</b>	<b>\$ 852,826</b>	<b>\$ 867,593</b>	<b>\$ 883,353</b>	<b>\$ 900,101</b>
<b>Operating income (Loss)</b>		<b>\$ (86,744)</b>	<b>\$ (84,340)</b>	<b>\$ (82,585)</b>	<b>\$ (81,467)</b>	<b>\$ (80,975)</b>
<b>Nonoperating revenues (expenses)</b>						
Investment income	1.50%	\$ 12,723	\$ 10,090	\$ 7,433	\$ 4,674	\$ 1,816
Intergovernmental	3.00%	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	3.00%	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Expense New Debt		\$ -	\$ -	\$ -	\$ -	\$ -
Interest Expense Existing Debt	3.00%	\$ (34,460)	\$ (30,610)	\$ (26,510)	\$ (22,085)	\$ (17,510)
<b>Total nonoperating revenues (expenses)</b>		<b>\$ (21,737)</b>	<b>\$ (20,520)</b>	<b>\$ (19,077)</b>	<b>\$ (17,411)</b>	<b>\$ (15,694)</b>
<b>Income (loss) before capital contributions</b>		<b>\$ (108,481)</b>	<b>\$ (104,860)</b>	<b>\$ (101,663)</b>	<b>\$ (98,878)</b>	<b>\$ (96,669)</b>
Capital contributions	2.15%	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
<b>Change in net position</b>		<b>\$ (68,481)</b>	<b>\$ (64,860)</b>	<b>\$ (61,663)</b>	<b>\$ (58,878)</b>	<b>\$ (56,669)</b>
<b>Cash and Cash Equivalents</b>						
Beginning cash		\$ 848,200	\$ 672,694	\$ 495,500	\$ 311,622	\$ 121,054
Depreciation		\$ 194,975	\$ 189,666	\$ 184,785	\$ 180,309	\$ 176,220
Change in net position		\$ (68,481)	\$ (64,860)	\$ (61,663)	\$ (58,878)	\$ (56,669)
Acquisition of assets		\$ (162,000)	\$ (162,000)	\$ (162,000)	\$ (162,000)	\$ (1,200,000)
Proceeds from bonds and/or loans		\$ -	\$ -	\$ -	\$ -	\$ 1,200,000
Principal payments new debt		\$ -	\$ -	\$ -	\$ -	\$ -
Principal payments on debt		\$ (140,000)	\$ (140,000)	\$ (145,000)	\$ (150,000)	\$ (155,000)
<b>Ending cash balance</b>		<b>\$ 672,694</b>	<b>\$ 495,500</b>	<b>\$ 311,622</b>	<b>\$ 121,054</b>	<b>\$ 85,605</b>
<b>Minimum Cash Balance</b>						
Days operating cash	182.5	\$ 426,413	\$ 433,797	\$ 441,676	\$ 450,050	\$ 487,299
Capital Outlay		\$ 369,600	\$ 421,500	\$ 508,000	\$ 681,000	\$ 162,000
Debt Service		\$ 170,610	\$ 171,510	\$ 172,085	\$ 172,510	\$ 269,076
<b>Minimum Cash Required</b>		<b>\$ 966,623</b>	<b>\$ 1,026,807</b>	<b>\$ 1,121,761</b>	<b>\$ 1,303,560</b>	<b>\$ 918,375</b>
<b>Amount over (under) Minimum</b>		<b>\$ (293,929)</b>	<b>\$ (531,306)</b>	<b>\$ (810,139)</b>	<b>\$ (1,182,506)</b>	<b>\$ (832,769)</b>



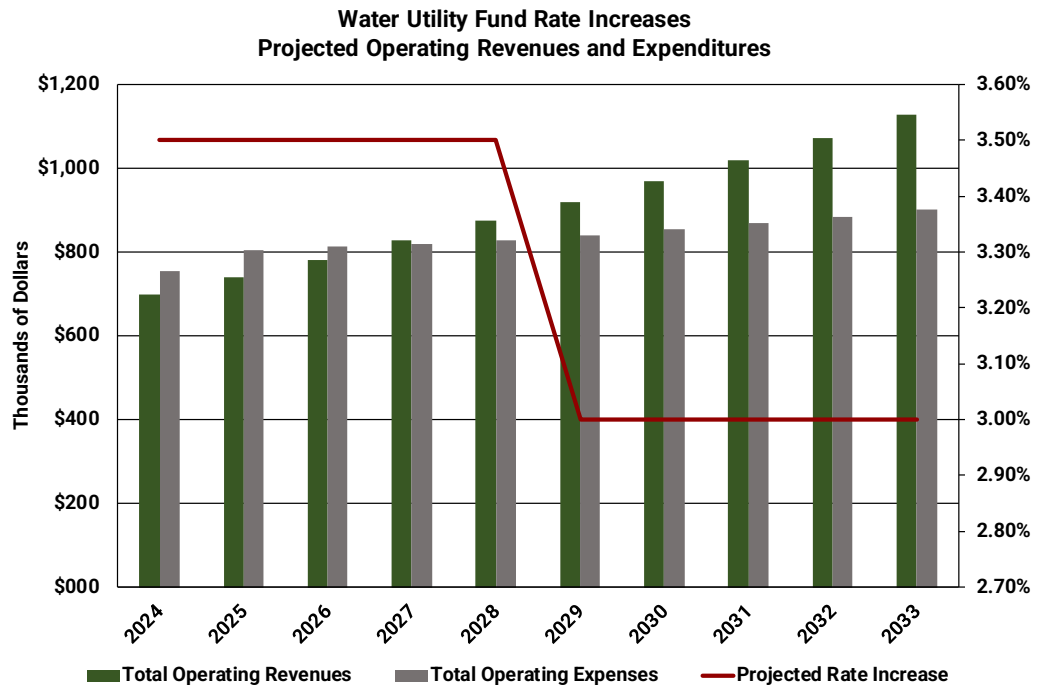
# Financial Projections

## Financial Projections – At Recommended Rate Increases

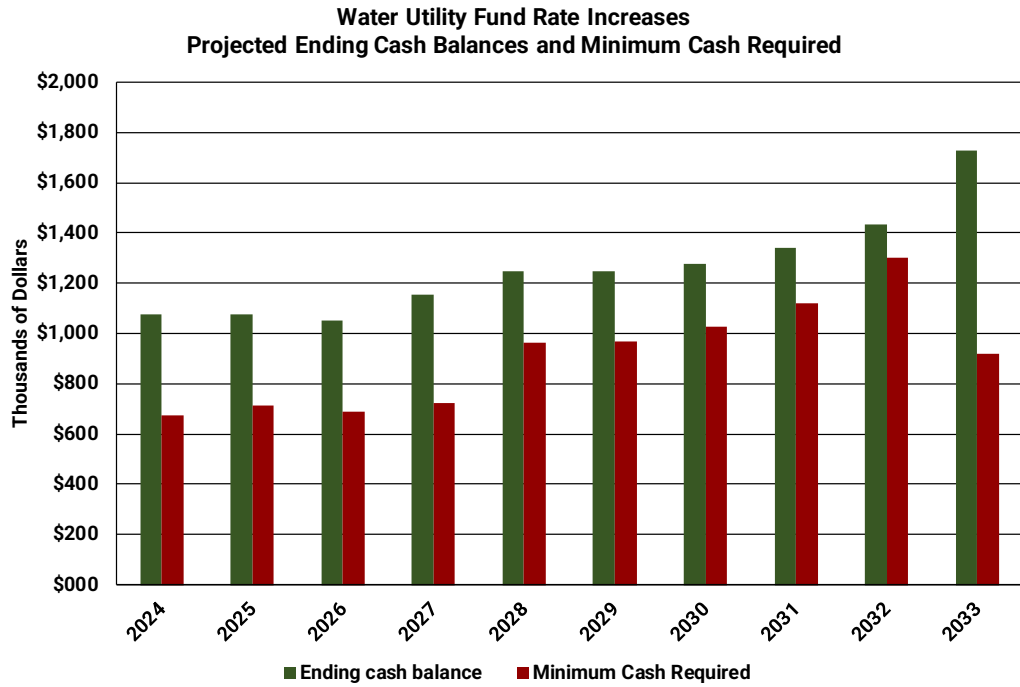
The financial projections at current rates showed rate increases are needed in FY 2024 and beyond to adequately fund the Water Utility. It is recommended the City increase water rates by 3.50% annually from 2024 through 2028 and by 3.00% from 2029 through 2033. These recommended rate increases will minimize the financial impact on water customers while improving the Water Utility Fund’s financial performance. Operating revenues will exceed operating expenses by 2027 and the ending cash balance will exceed the City’s reserve requirements each year.

It would require a rate increase of 11.53% in 2024, a rate increase of 4.64% in 2025, and a 1% rate increase in 2026 to have operating revenues exceed operating expenses each year. No rate increases would be required from 2027 through 2033. The large rate increases in 2024 could be a burden for utility customers that is avoided with the more gradual rate increases recommended.

The financial projections at the recommended rate increases are shown in the charts and tables below and on the following pages.



# Financial Projections



# Financial Projections

## Water Utility Financial Projections at Recommended Rate Increases

Projected growth in sales		2.15%	2.15%	2.15%	2.15%	2.15%
Projected Rate Increase		3.50%	3.50%	3.50%	3.50%	3.50%
		Projected	Projected	Projected	Projected	Projected
	Projected Change	2024	2025	2026	2027	2028
<b>Operating Revenues</b>						
Charges for Services	0.00%	\$ 690,762	\$ 730,310	\$ 772,122	\$ 816,328	\$ 863,065
Penalties	0.00%	\$ 8,000	\$ 8,458	\$ 8,942	\$ 9,454	\$ 9,996
Utility Inspections	0.00%	\$ 1,000	\$ 1,057	\$ 1,118	\$ 1,182	\$ 1,249
<b>Total Operating Revenues</b>		<b>\$ 699,762</b>	<b>\$ 739,825</b>	<b>\$ 782,182</b>	<b>\$ 826,964</b>	<b>\$ 874,310</b>
<b>Operating Expenses</b>						
Personal services	3.00%	\$ 248,528	\$ 280,984	\$ 289,413	\$ 298,096	\$ 307,039
Materials and supplies	3.00%	\$ 38,500	\$ 39,655	\$ 40,845	\$ 42,070	\$ 43,332
Chemicals	1.50%	\$ 15,000	\$ 15,225	\$ 15,453	\$ 15,685	\$ 15,920
Meters	3.00%	\$ 10,000	\$ 10,300	\$ 10,609	\$ 10,927	\$ 11,255
Repairs and maintenance	3.00%	\$ 41,500	\$ 42,745	\$ 44,027	\$ 45,348	\$ 46,709
Utilities	3.00%	\$ 40,000	\$ 41,200	\$ 42,436	\$ 43,709	\$ 45,020
Depreciation existing		\$ 220,960	\$ 209,912	\$ 199,416	\$ 189,446	\$ 179,973
Depreciation new		\$ -	\$ 22,200	\$ 22,200	\$ 23,200	\$ 23,200
Other services and charges	3.00%	\$ 93,850	\$ 96,666	\$ 99,565	\$ 102,552	\$ 105,629
Professional services (General)	3.00%	\$ 20,000	\$ 20,600	\$ 21,218	\$ 21,855	\$ 22,510
Watermain break	3.00%	\$ 25,000	\$ 25,750	\$ 26,523	\$ 27,318	\$ 28,138
<b>Total Operating Expenses</b>		<b>\$ 753,338</b>	<b>\$ 805,236</b>	<b>\$ 811,706</b>	<b>\$ 820,206</b>	<b>\$ 828,725</b>
<b>Operating income (Loss)</b>		<b>\$ (53,576)</b>	<b>\$ (65,411)</b>	<b>\$ (29,524)</b>	<b>\$ 6,758</b>	<b>\$ 45,584</b>
<b>Nonoperating revenues (expenses)</b>						
Investment income	1.50%	\$ 15,000	\$ 16,147	\$ 16,160	\$ 15,771	\$ 17,328
Intergovernmental	3.00%	\$ 450,000	\$ -	\$ -	\$ -	\$ -
Miscellaneous	3.00%	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Expense New Debt		\$ -	\$ -	\$ -	\$ -	\$ -
Interest Expense Existing Debt	3.00%	\$ (53,214)	\$ (49,242)	\$ (45,112)	\$ (41,385)	\$ (38,073)
<b>Total nonoperating revenues (expenses)</b>		<b>\$ 411,786</b>	<b>\$ (33,095)</b>	<b>\$ (28,951)</b>	<b>\$ (25,614)</b>	<b>\$ (20,745)</b>
<b>Income (loss) before capital contributions</b>		<b>\$ 358,210</b>	<b>\$ (98,506)</b>	<b>\$ (58,475)</b>	<b>\$ (18,856)</b>	<b>\$ 24,839</b>
Capital contributions	2.15%	\$ 64,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
<b>Change in net position</b>		<b>\$ 422,210</b>	<b>\$ (58,506)</b>	<b>\$ (18,475)</b>	<b>\$ 21,144</b>	<b>\$ 64,839</b>
<b>Cash and Cash Equivalents</b>						
Beginning cash		\$ 1,426,589	\$ 1,076,461	\$ 1,077,366	\$ 1,051,404	\$ 1,155,193
Depreciation		\$ 220,960	\$ 232,112	\$ 221,616	\$ 212,646	\$ 203,173
Change in net position		\$ 422,210	\$ (58,506)	\$ (18,475)	\$ 21,144	\$ 64,839
Acquisition of assets		\$ (822,000)	\$ -	\$ (50,000)	\$ -	\$ (40,000)
Proceeds from bonds and/or loans		\$ -	\$ -	\$ -	\$ -	\$ -
Principal payments new debt		\$ -	\$ -	\$ -	\$ -	\$ -
Principal payments on debt		\$ (171,298)	\$ (172,701)	\$ (179,104)	\$ (130,000)	\$ (135,000)
Adjustment for accruals						
<b>Ending cash balance</b>		<b>\$ 1,076,461</b>	<b>\$ 1,077,366</b>	<b>\$ 1,051,404</b>	<b>\$ 1,155,193</b>	<b>\$ 1,248,206</b>
<b>Minimum Cash Balance</b>						
Days operating cash	182.5	\$ 402,618	\$ 405,853	\$ 410,103	\$ 414,363	\$ 419,527
Capital Outlay		\$ 50,400	\$ 82,800	\$ 105,200	\$ 137,600	\$ 369,600
Debt Service		\$ 221,943	\$ 224,215	\$ 171,385	\$ 173,073	\$ 174,460
<b>Minimum Cash Required</b>		<b>\$ 674,961</b>	<b>\$ 712,868</b>	<b>\$ 686,688</b>	<b>\$ 725,036</b>	<b>\$ 963,587</b>
<b>Amount over (under) Minimum</b>		<b>\$ 401,500</b>	<b>\$ 364,498</b>	<b>\$ 364,716</b>	<b>\$ 430,158</b>	<b>\$ 284,618</b>



# Financial Projections

## Water Utility Financial Projections at Recommended Rate Increases (continued)

Projected growth in sales		2.15%	2.15%	2.15%	2.15%	2.15%
Projected Rate Increase		3.00%	3.00%	3.00%	3.00%	3.00%
		Projected	Projected	Projected	Projected	Projected
	Projected Change	2029	2030	2031	2032	2033
<b>Operating Revenues</b>						
Charges for Services	0.00%	\$ 908,069	\$ 955,421	\$ 1,005,241	\$ 1,057,659	\$ 1,112,811
Penalties	0.00%	\$ 10,517	\$ 11,065	\$ 11,642	\$ 12,249	\$ 12,888
Utility Inspections	0.00%	\$ 1,315	\$ 1,383	\$ 1,455	\$ 1,531	\$ 1,611
<b>Total Operating Revenues</b>		<b>\$ 919,901</b>	<b>\$ 967,869</b>	<b>\$ 1,018,338</b>	<b>\$ 1,071,440</b>	<b>\$ 1,127,310</b>
<b>Operating Expenses</b>						
Personal services	3.00%	\$ 316,250	\$ 325,737	\$ 335,509	\$ 345,575	\$ 355,942
Materials and supplies	3.00%	\$ 44,632	\$ 45,971	\$ 47,350	\$ 48,771	\$ 50,234
Chemicals	1.50%	\$ 16,159	\$ 16,402	\$ 16,648	\$ 16,897	\$ 17,151
Meters	3.00%	\$ 11,593	\$ 11,941	\$ 12,299	\$ 12,668	\$ 13,048
Repairs and maintenance	3.00%	\$ 48,110	\$ 49,553	\$ 51,040	\$ 52,571	\$ 54,148
Utilities	3.00%	\$ 46,371	\$ 47,762	\$ 49,195	\$ 50,671	\$ 52,191
Depreciation existing		\$ 170,975	\$ 162,426	\$ 154,305	\$ 146,589	\$ 139,260
Depreciation new		\$ 24,000	\$ 27,240	\$ 30,480	\$ 33,720	\$ 36,960
Other services and charges	3.00%	\$ 108,798	\$ 112,062	\$ 115,424	\$ 118,886	\$ 122,453
Professional services (General)	3.00%	\$ 23,185	\$ 23,881	\$ 24,597	\$ 25,335	\$ 26,095
Watermain break	3.00%	\$ 28,982	\$ 29,851	\$ 30,747	\$ 31,669	\$ 32,619
<b>Total Operating Expenses</b>		<b>\$ 839,055</b>	<b>\$ 852,826</b>	<b>\$ 867,593</b>	<b>\$ 883,353</b>	<b>\$ 900,101</b>
<b>Operating income (Loss)</b>		<b>\$ 80,846</b>	<b>\$ 115,043</b>	<b>\$ 150,745</b>	<b>\$ 188,087</b>	<b>\$ 227,209</b>
<b>Nonoperating revenues (expenses)</b>						
Investment income	1.50%	\$ 18,723	\$ 18,694	\$ 19,156	\$ 20,074	\$ 21,490
Intergovernmental	3.00%	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	3.00%	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Expense New Debt		\$ -	\$ -	\$ -	\$ -	\$ -
Interest Expense Existing Debt	3.00%	\$ (34,460)	\$ (30,610)	\$ (26,510)	\$ (22,085)	\$ (17,510)
<b>Total nonoperating revenues (expenses)</b>		<b>\$ (15,737)</b>	<b>\$ (11,916)</b>	<b>\$ (7,354)</b>	<b>\$ (2,011)</b>	<b>\$ 3,980</b>
<b>Income (loss) before capital contributions</b>		<b>\$ 65,109</b>	<b>\$ 103,127</b>	<b>\$ 143,391</b>	<b>\$ 186,076</b>	<b>\$ 231,189</b>
Capital contributions	2.15%	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
<b>Change in net position</b>		<b>\$ 105,109</b>	<b>\$ 143,127</b>	<b>\$ 183,391</b>	<b>\$ 226,076</b>	<b>\$ 271,189</b>
<b>Cash and Cash Equivalents</b>						
Beginning cash		\$ 1,248,206	\$ 1,246,290	\$ 1,277,083	\$ 1,338,259	\$ 1,432,644
Depreciation		\$ 194,975	\$ 189,666	\$ 184,785	\$ 180,309	\$ 176,220
Change in net position		\$ 105,109	\$ 143,127	\$ 183,391	\$ 226,076	\$ 271,189
Acquisition of assets		\$ (162,000)	\$ (162,000)	\$ (162,000)	\$ (162,000)	\$ (1,200,000)
Proceeds from bonds and/or loans		\$ -	\$ -	\$ -	\$ -	\$ 1,200,000
Principal payments new debt		\$ -	\$ -	\$ -	\$ -	\$ -
Principal payments on debt		\$ (140,000)	\$ (140,000)	\$ (145,000)	\$ (150,000)	\$ (155,000)
Adjustment for accruals						
<b>Ending cash balance</b>		<b>\$ 1,246,290</b>	<b>\$ 1,277,083</b>	<b>\$ 1,338,259</b>	<b>\$ 1,432,644</b>	<b>\$ 1,725,052</b>
<b>Minimum Cash Balance</b>						
Days operating cash	182.5	\$ 426,413	\$ 433,797	\$ 441,676	\$ 450,050	\$ 487,299
Capital Outlay		\$ 369,600	\$ 421,500	\$ 508,000	\$ 681,000	\$ 162,000
Debt Service		\$ 170,610	\$ 171,510	\$ 172,085	\$ 172,510	\$ 269,076
<b>Minimum Cash Required</b>		<b>\$ 966,623</b>	<b>\$ 1,026,807</b>	<b>\$ 1,121,761</b>	<b>\$ 1,303,560</b>	<b>\$ 918,375</b>
<b>Amount over (under) Minimum</b>		<b>\$ 279,667</b>	<b>\$ 250,276</b>	<b>\$ 216,497</b>	<b>\$ 129,083</b>	<b>\$ 806,678</b>



# Financial Projections

## Sewer Utility Financial Projections

A financial projection of the Sewer Water Utility Fund showed the current rates will adequately fund the utility through 2033 and no rate increases are needed. This is a result of a \$285,000 decline in the City’s share of CLJSTC outstanding debt which is paid to CLJSTC annually. The debt supported by this payment will be retired in 2024 resulting in the Sewer Utility Fund’s current revenues being adequate to fund operations over this period.

### Capital Outlay

Capital outlay included in the financial projections totaled \$3.125 million all of which was projected to be funded with cash from the Sewer Utility Fund. The capital improvement plan is shown below.

Year	Project	Sewer Utility	G.O. Sewer Revenue Bonds	Sewer Other	Total
2024	Kettle River Blvd LS 8 Force Main Upsizing	\$ 575,000			\$ 575,000
2024	Lift Station Service Truck	\$ 100,000			\$ 100,000
2025	Lift Station Panel	\$ 65,000			\$ 65,000
2026	Portable Generator	\$ 50,000			\$ 50,000
2026	Sanitary Sewer Improvement with Street CIP	\$ 50,000			\$ 50,000
2027	Permanent Generator	\$ 50,000			\$ 50,000
2028	Sanitary Sewer Sag Correction	\$ 60,000			\$ 60,000
2028	Jetter Truck	\$ 750,000			\$ 750,000
2029	Sewer Utility Improvements	\$ 285,000			\$ 285,000
2030	Sewer Utility Improvements	\$ 285,000			\$ 285,000
2031	Sewer Utility Improvements	\$ 285,000			\$ 285,000
2032	Sewer Utility Improvements	\$ 285,000			\$ 285,000
2033	Sewer Utility Improvements	\$ 285,000			\$ 285,000
<b>Totals</b>		<b>\$ 3,125,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,125,000</b>

## Financial Projections At Current Rates

The financial projection at current rates shows the following outcomes:

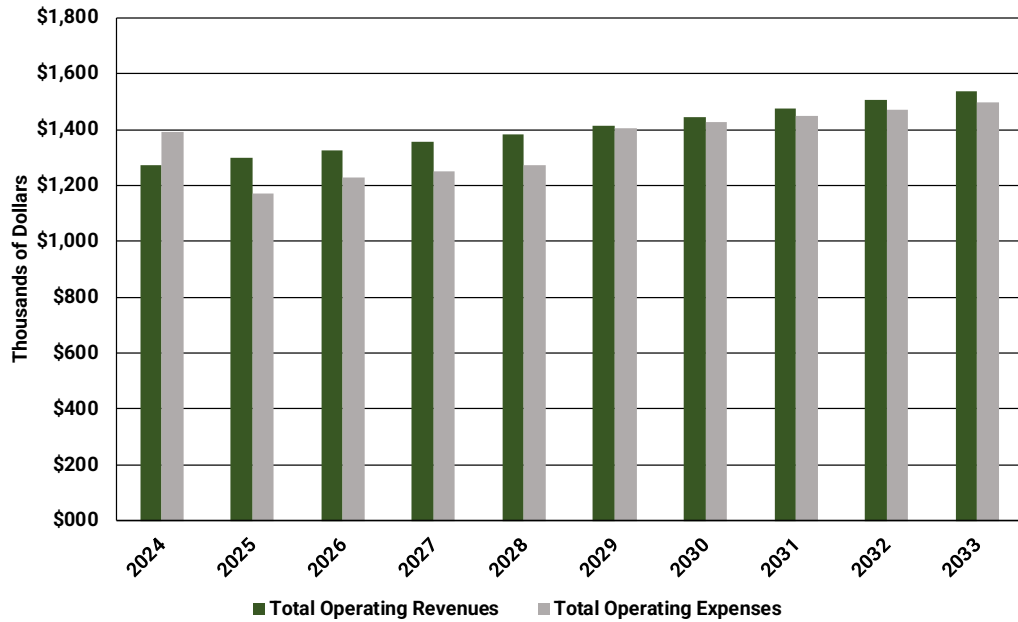
- Operating revenues exceed operating expenses in every year except 2024 where operating expenses are projected to exceed operating revenues by \$121,508. However, depreciation expense in 2024 is projected to be \$324,405.
- Ending cash is projected to exceed the City’s reserve requirements each year over the planning period. It is projected to increase each year from 2024 through 2027 then decline in 2028 as a result of a \$810,000 capital expenses. Ending cash is projected to increase every year thereafter through 2033.

The financial projections at current rates are shown in the charts and tables on the following pages.

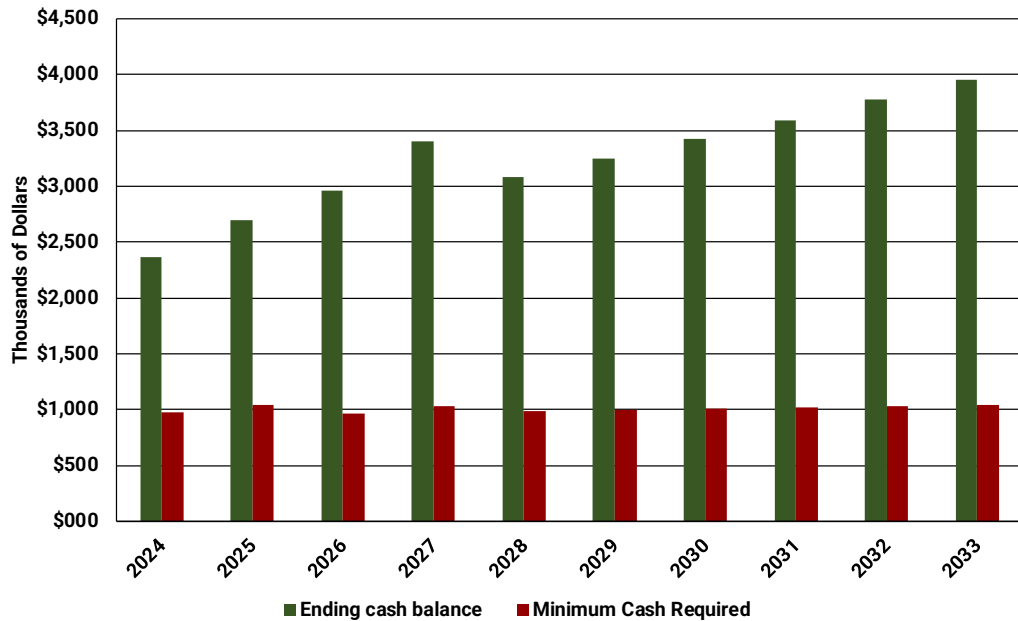


# Financial Projections

**Sewer Utility Fund No Rate Increases  
Projected Operating Revenues and Expenditures**



**Sewer Utility Fund No Rate Increases  
Projected Ending Cash Balances and Minimum Cash Required**



# Financial Projections

## Sewer Utility Financial Projections at Current Rates

Projected growth in sales		2.15%	2.15%	2.15%	2.15%	2.15%
Projected rate increase		0.00%	0.00%	0.00%	0.00%	0.00%
		Projected	Projected	Projected	Projected	Projected
	Projected Change	2024	2025	2026	2027	2028
<b>Operating Revenues</b>						
Charges for Services	0.00%	\$ 1,270,563	\$ 1,297,880	\$ 1,325,785	\$ 1,354,289	\$ 1,383,406
Penalties	0.00%	\$ -	\$ -	\$ -	\$ -	\$ -
Other	0.00%	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Operating Revenues</b>		<b>\$ 1,270,563</b>	<b>\$ 1,297,880</b>	<b>\$ 1,325,785</b>	<b>\$ 1,354,289</b>	<b>\$ 1,383,406</b>
<b>Operating Expenses</b>						
Personal services	3.00%	\$ 191,120	\$ 221,854	\$ 228,509	\$ 235,364	\$ 242,425
Materials and supplies	3.00%	\$ 33,250	\$ 34,248	\$ 35,275	\$ 36,333	\$ 37,423
Repairs and maintenance	3.00%	\$ 59,000	\$ 60,770	\$ 62,593	\$ 64,471	\$ 66,405
Utilities	3.00%	\$ 25,000	\$ 25,750	\$ 26,523	\$ 27,318	\$ 28,138
Depreciation Existing	0.00%	\$ 324,405	\$ 308,185	\$ 292,776	\$ 278,137	\$ 264,230
Depreciation New		\$ -	\$ 21,500	\$ 28,000	\$ 34,000	\$ 39,000
Other services and charges	3.00%	\$ 414,891	\$ 142,338	\$ 188,443	\$ 200,262	\$ 208,280
Professional services (General)	3.00%	\$ 20,000	\$ 20,600	\$ 21,218	\$ 21,855	\$ 22,510
Sewer Plant Fees	3.00%	\$ 324,405	\$ 334,137	\$ 344,161	\$ 354,486	\$ 365,121
<b>Total Operating Expenses</b>		<b>\$ 1,392,071</b>	<b>\$ 1,169,381</b>	<b>\$ 1,227,497</b>	<b>\$ 1,252,226</b>	<b>\$ 1,273,532</b>
<b>Operating income (Loss)</b>		<b>\$ (121,508)</b>	<b>\$ 128,499</b>	<b>\$ 98,287</b>	<b>\$ 102,063</b>	<b>\$ 109,874</b>
<b>Nonoperating revenues (expenses)</b>						
Investment income	1.50%	\$ 27,000	\$ 35,486	\$ 40,448	\$ 44,374	\$ 50,952
Interest Expense New Debt		\$ -	\$ -	\$ -	\$ -	\$ -
Interest expense Existing Debt		\$ (9,226)	\$ (5,611)	\$ (1,888)	\$ -	\$ -
<b>Total nonoperating revenues (expenses)</b>		<b>\$ 17,774</b>	<b>\$ 29,875</b>	<b>\$ 38,559</b>	<b>\$ 44,374</b>	<b>\$ 50,952</b>
<b>Income (loss) before capital contributions</b>		<b>\$ (103,734)</b>	<b>\$ 158,374</b>	<b>\$ 136,846</b>	<b>\$ 146,436</b>	<b>\$ 160,826</b>
Capital contributions	2.15%	\$ 74,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
<b>Change in net position</b>		<b>\$ (29,734)</b>	<b>\$ 188,374</b>	<b>\$ 166,846</b>	<b>\$ 176,436</b>	<b>\$ 190,826</b>
<b>Cash and Cash Equivalents</b>						
Beginning cash		\$ 2,864,784	\$ 2,365,753	\$ 2,696,512	\$ 2,958,238	\$ 3,396,812
Depreciation		\$ 324,405	\$ 329,685	\$ 320,776	\$ 312,137	\$ 303,230
Change in net position		\$ (29,734)	\$ 188,374	\$ 166,846	\$ 176,436	\$ 190,826
Acquisition of assets		\$ (675,000)	\$ (65,000)	\$ (100,000)	\$ (50,000)	\$ (810,000)
Proceeds from bonds and/or loans		\$ -	\$ -	\$ -	\$ -	\$ -
Principal payments on new debt		\$ -	\$ -	\$ -	\$ -	\$ -
Principal payments on existing debt		\$ (118,702)	\$ (122,299)	\$ (125,896)	\$ -	\$ -
Adjustment for accruals						
<b>Ending cash balance</b>		<b>\$ 2,365,753</b>	<b>\$ 2,696,512</b>	<b>\$ 2,958,238</b>	<b>\$ 3,396,812</b>	<b>\$ 3,080,868</b>
<b>Minimum Cash Balance</b>						
Days operating cash	182.5	\$ 584,690	\$ 613,749	\$ 626,113	\$ 636,766	\$ 701,979
Capital Outlay		\$ 262,000	\$ 306,000	\$ 343,000	\$ 390,000	\$ 285,000
Debt Service		\$ 127,910	\$ 127,785	\$ -	\$ -	\$ -
<b>Minimum Cash</b>		<b>\$ 974,601</b>	<b>\$ 1,047,533</b>	<b>\$ 969,113</b>	<b>\$ 1,026,766</b>	<b>\$ 986,979</b>
Amount over (under) Minimum		\$ 1,391,152	\$ 1,648,979	\$ 1,989,125	\$ 2,370,046	\$ 2,093,889



# Financial Projections

## Sewer Utility Financial Projections at Current Rates (continued)

Projected growth in sales		2.15%	2.15%	2.15%	2.15%	2.15%
Projected rate increase		0.00%	0.00%	0.00%	0.00%	0.00%
		Projected	Projected	Projected	Projected	Projected
	Projected Change	2029	2030	2031	2032	2033
<b>Operating Revenues</b>						
Charges for Services	0.00%	\$ 1,413,149	\$ 1,443,532	\$ 1,474,568	\$ 1,506,271	\$ 1,538,656
Penalties	0.00%	\$ -	\$ -	\$ -	\$ -	\$ -
Other	0.00%	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Operating Revenues</b>		<b>\$ 1,413,149</b>	<b>\$ 1,443,532</b>	<b>\$ 1,474,568</b>	<b>\$ 1,506,271</b>	<b>\$ 1,538,656</b>
<b>Operating Expenses</b>						
Personal services	3.00%	\$ 249,698	\$ 257,189	\$ 264,905	\$ 272,852	\$ 281,038
Materials and supplies	3.00%	\$ 38,546	\$ 39,702	\$ 40,893	\$ 42,120	\$ 43,384
Repairs and maintenance	3.00%	\$ 68,397	\$ 70,449	\$ 72,563	\$ 74,739	\$ 76,982
Utilities	3.00%	\$ 28,982	\$ 29,851	\$ 30,747	\$ 31,669	\$ 32,619
Depreciation Existing	0.00%	\$ 251,018	\$ 238,467	\$ 226,544	\$ 215,217	\$ 204,456
Depreciation New		\$ 115,200	\$ 120,900	\$ 126,600	\$ 132,300	\$ 138,000
Other services and charges	3.00%	\$ 252,856	\$ 257,662	\$ 262,612	\$ 267,711	\$ 272,963
Professional services (General)	3.00%	\$ 23,185	\$ 23,881	\$ 24,597	\$ 25,335	\$ 26,095
Sewer Plant Fees	3.00%	\$ 376,074	\$ 387,357	\$ 398,977	\$ 410,947	\$ 423,275
<b>Total Operating Expenses</b>		<b>\$ 1,403,957</b>	<b>\$ 1,425,459</b>	<b>\$ 1,448,439</b>	<b>\$ 1,472,891</b>	<b>\$ 1,498,812</b>
<b>Operating income (Loss)</b>		<b>\$ 9,192</b>	<b>\$ 18,073</b>	<b>\$ 26,129</b>	<b>\$ 33,380</b>	<b>\$ 39,844</b>
<b>Nonoperating revenues (expenses)</b>						
Investment income	1.50%	\$ 46,213	\$ 48,712	\$ 51,280	\$ 53,913	\$ 56,610
Interest Expense New Debt		\$ -	\$ -	\$ -	\$ -	\$ -
Interest expense Existing Debt		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total nonoperating revenues (expenses)</b>		<b>\$ 46,213</b>	<b>\$ 48,712</b>	<b>\$ 51,280</b>	<b>\$ 53,913</b>	<b>\$ 56,610</b>
<b>Income (loss) before capital contributions</b>		<b>\$ 55,405</b>	<b>\$ 66,785</b>	<b>\$ 77,409</b>	<b>\$ 87,293</b>	<b>\$ 96,455</b>
Capital contributions	2.15%	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
<b>Change in net position</b>		<b>\$ 85,405</b>	<b>\$ 96,785</b>	<b>\$ 107,409</b>	<b>\$ 117,293</b>	<b>\$ 126,455</b>
<b>Cash and Cash Equivalents</b>						
Beginning cash		\$ 3,080,868	\$ 3,247,491	\$ 3,418,644	\$ 3,594,197	\$ 3,774,007
Depreciation		\$ 366,218	\$ 359,367	\$ 353,144	\$ 347,517	\$ 342,456
Change in net position		\$ 85,405	\$ 96,785	\$ 107,409	\$ 117,293	\$ 126,455
Acquisition of assets		\$ (285,000)	\$ (285,000)	\$ (285,000)	\$ (285,000)	\$ (285,000)
Proceeds from bonds and/or loans		\$ -	\$ -	\$ -	\$ -	\$ -
Principal payments on new debt		\$ -	\$ -	\$ -	\$ -	\$ -
Principal payments on existing debt		\$ -	\$ -	\$ -	\$ -	\$ -
Adjustment for accruals		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Ending cash balance</b>		<b>\$ 3,247,491</b>	<b>\$ 3,418,644</b>	<b>\$ 3,594,197</b>	<b>\$ 3,774,007</b>	<b>\$ 3,957,918</b>
<b>Minimum Cash Balance</b>						
Days operating cash	182.5	\$ 712,730	\$ 724,219	\$ 736,445	\$ 749,406	\$ 763,100
Capital Outlay		\$ 285,000	\$ 285,000	\$ 285,000	\$ 285,000	\$ 285,000
Debt Service		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Minimum Cash</b>		<b>\$ 997,730</b>	<b>\$ 1,009,219</b>	<b>\$ 1,021,445</b>	<b>\$ 1,034,406</b>	<b>\$ 1,048,100</b>
Amount over (under) Minimum		\$ 2,249,762	\$ 2,409,425	\$ 2,572,752	\$ 2,739,601	\$ 2,909,818



# Financial Projections

## Projected Water and Sewer Rates

The projected water and sewer rates are shown in the tables below for the planning period. Water rates show the gradual increase recommended each year while sewer rates remain unchanged from their current levels.

### Projected Water and Sewer Rates 2024 - 2028

Water	2023	2024	2025	2026	2027	2028
<b>Residential</b>						
Base fee (5/8" to 7/8" Meters)	\$ 41.72	\$ 43.18	\$ 44.69	\$ 46.26	\$ 47.87	\$ 49.55
Usage - 20,000 gallons and less (per gallon)	\$ 0.003447	\$ 0.003568	\$ 0.003693	\$ 0.003822	\$ 0.003956	\$ 0.004094
Usage - 20,001 gallons and more (per gallon)	\$ 0.004308	\$ 0.004459	\$ 0.004615	\$ 0.004776	\$ 0.004944	\$ 0.005117
<b>Commercial</b>						
Base fee (5/8" to 7/8" Meters)	\$ 41.72	\$ 43.18	\$ 44.69	\$ 46.26	\$ 47.87	\$ 49.55
Based on Meter size						
1"	\$ 58.40	\$ 60.44	\$ 62.56	\$ 64.75	\$ 67.02	\$ 69.36
1.5"	\$ 75.08	\$ 77.71	\$ 80.43	\$ 83.24	\$ 86.16	\$ 89.17
2"	\$ 120.98	\$ 125.21	\$ 129.60	\$ 134.13	\$ 138.83	\$ 143.69
3"	\$ 458.86	\$ 474.92	\$ 491.54	\$ 508.75	\$ 526.55	\$ 544.98
Usage - 62,000 gallons and less (per gallon)	\$ 0.003447	\$ 0.003568	\$ 0.003693	\$ 0.003822	\$ 0.003956	\$ 0.004094
Usage - 62,001 gallons and more (per gallon)	\$ 0.004308	\$ 0.004459	\$ 0.004615	\$ 0.004776	\$ 0.004944	\$ 0.005117
<b>Sewer</b>						
Residential & Commercial						
Base fee	\$ 31.44	\$ 31.44	\$ 31.44	\$ 31.44	\$ 31.44	\$ 31.44
Usage/gallon	\$ 0.013400	\$ 0.013400	\$ 0.013400	\$ 0.013400	\$ 0.013400	\$ 0.013400

### Projected Water and Sewer Rates 2029 - 2033

Water	2029	2030	2031	2032	2033
<b>Residential</b>					
Base fee (5/8" to 7/8" Meters)	\$ 51.04	\$ 52.57	\$ 54.14	\$ 55.77	\$ 57.44
Usage - 20,000 gallons and less (per gallon)	\$ 0.004217	\$ 0.004343	\$ 0.004474	\$ 0.004608	\$ 0.004746
Usage - 20,001 gallons and more (per gallon)	\$ 0.005270	\$ 0.005428	\$ 0.005591	\$ 0.005759	\$ 0.005931
<b>Commercial</b>					
Base fee (5/8" to 7/8" Meters)	\$ 51.04	\$ 52.57	\$ 54.14	\$ 55.77	\$ 57.44
Based on Meter size					
1"	\$ 71.44	\$ 73.58	\$ 75.79	\$ 78.07	\$ 80.41
1.5"	\$ 91.85	\$ 94.60	\$ 97.44	\$ 100.36	\$ 103.37
2"	\$ 148.00	\$ 152.44	\$ 157.01	\$ 161.72	\$ 166.57
3"	\$ 561.33	\$ 578.17	\$ 595.52	\$ 613.38	\$ 631.78
Usage - 62,000 gallons and less (per gallon)	\$ 0.004217	\$ 0.004343	\$ 0.004474	\$ 0.004608	\$ 0.004746
Usage - 62,001 gallons and more (per gallon)	\$ 0.005270	\$ 0.005428	\$ 0.005591	\$ 0.005759	\$ 0.005931
<b>Sewer</b>					
Residential & Commercial					
Base fee	\$ 31.44	\$ 31.44	\$ 31.44	\$ 31.44	\$ 31.44
Usage/gallon	\$ 0.013400	\$ 0.013400	\$ 0.013400	\$ 0.013400	\$ 0.013400



# Financial Projections

## Sample Bills

Sample bills, based on the recommended rates, were prepared for the following users:

- Average Residential User – using 5,000 gallons of water/month
- Large Residential User – using 15,000 gallons of water/month
- Average Commercial User – using 20,000 gallons of water/month
- Large Commercial User – using 400,000 gallons of water/month

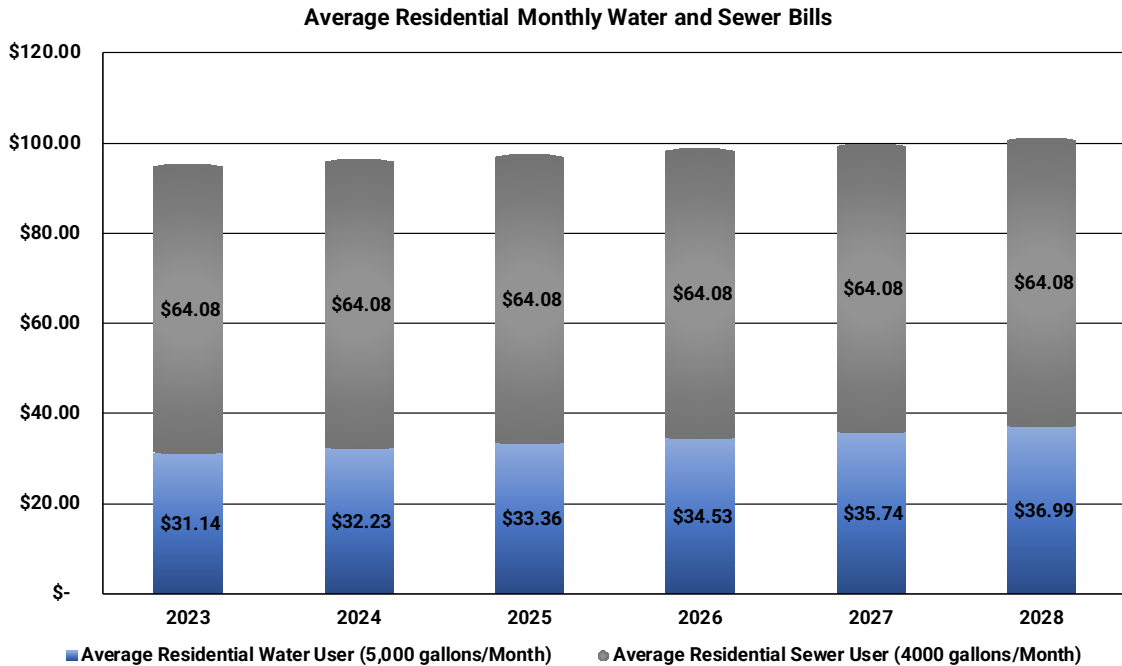
Sewer bills assume consumption of 80% of water use to account for the variation in water use over the course of a typical year.

An average residential user with 5,000 gallons of water consumption/month currently pays \$31.14 monthly for water and \$64.08 monthly for sewer. The combined cost is \$95.22/month. Water Utility costs at the recommended rates are projected to increase in 2024 to \$32.23/month, an increase of \$1.09 and Sewer Utility costs are projected to remain unchanged. The combined cost is projected to increase to \$96.31/month an increase of \$1.09 in 2024. The sample monthly cost of water and sewer utilities based on the financial projections are shown in the tables below.

<b>Sample Monthly Bills - Water</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Average Residential User (5,000 gallons/Month)	\$ 31.14	\$ 32.23	\$ 33.36	\$ 34.53	\$ 35.74	\$ 36.99
Large Residential User (15,000 gallons/Month)	\$ 72.79	\$ 75.33	\$ 77.97	\$ 80.70	\$ 83.52	\$ 86.45
Average Commercial User (25,000 gallons/Month)	\$ 103.81	\$ 107.45	\$ 111.21	\$ 115.10	\$ 119.13	\$ 123.30
Large commercial User (400,000 gallons/Month)	\$ 1,858.36	\$ 1,923.40	\$ 1,990.72	\$ 2,060.40	\$ 2,132.51	\$ 2,207.15
<b>Sample Monthly Sewer Bills</b>						
Average Residential User (4,000 gallons/Month)	\$ 64.08	\$ 64.08	\$ 64.08	\$ 64.08	\$ 64.08	\$ 64.08
Large Residential User (12,000 gallons/Month)	\$ 171.28	\$ 171.28	\$ 171.28	\$ 171.28	\$ 171.28	\$ 171.28
Average Commercial User (20,000 gallons/Month)	\$ 278.48	\$ 278.48	\$ 278.48	\$ 278.48	\$ 278.48	\$ 278.48
Large Commercial User (320,000 gallons/Month)	\$ 4,298.48	\$ 4,298.48	\$ 4,298.48	\$ 4,298.48	\$ 4,298.48	\$ 4,298.48
<b>Sample Monthly Bills - Combined</b>						
Average Residential User (5,000 gallons/Month)	\$ 95.22	\$ 96.31	\$ 97.44	\$ 98.61	\$ 99.82	\$ 101.07
Large Residential User (15,000 gallons/Month)	\$ 244.07	\$ 246.61	\$ 249.25	\$ 251.98	\$ 254.80	\$ 257.73
Average Commercial User (25,000 gallons/Month)	\$ 382.29	\$ 385.93	\$ 389.69	\$ 393.58	\$ 397.61	\$ 401.78
Large commercial User (400,000 gallons/Month)	\$ 6,156.84	\$ 6,221.88	\$ 6,289.20	\$ 6,358.88	\$ 6,430.99	\$ 6,505.63



# Financial Projections



## Affordability

Utility user fees generate funds for daily operation and maintenance and long-term capital investments for water and sewer systems. Water and sewer rates should accurately reflect the true costs of providing high-quality water and sewer services to consumers, to maintain utility infrastructure, and to provide for the repair, rehabilitation, and replacement of that infrastructure. Affordability of rate increases involves considerations of equity as well as efficiency. Low-income households, especially those served by high-cost systems, may face affordability problems when rate increases result in high costs for utility services.

Affordability of water and sewer utility bills has typically been defined as 4.5% of household income based on criteria established by the United States Environmental Protection Agency (US EPA) back in 1995 and 1997. The median household income for the City of Wyoming is \$88,819 according to the most recent Census data. Therefore, a monthly bill exceeding \$333.07 would be considered to be unaffordable ( $\$88,819 * 4.5\% / 12 = \$333.07$ ). A typical residential customer in the City over the course of a year uses an average of 4,522 gallons of water monthly and is billed for an average sewer consumption of 3,075 gallons per month. Sewer usage is based on water use during the winter months. The monthly combined water and sewer bill for this use is currently \$81.18 based on 2023 rates and is projected to be \$82.21 in 2024 under the recommended rates. The 2024 recommended rates would find monthly water and sewer bills unaffordable for average residential users in households with incomes below \$21,923. The most recent Census data estimates that 130 households in the City have incomes below \$24,999.

A more recent measure of affordability developed by water and wastewater professional organizations including the American Water Works Association, National Association of Clean Water Agencies, and the Water



## Financial Projections

Environment Federation is based on a matrix that includes the percentage of homes below two-hundred percent of the federal poverty level and the cost of water and sewer as a percentage of the household income for households in the lowest quintile of income (LQI) which is the twentieth percentile of household incomes. Wyoming has 23.66% of households below 200% of the federal poverty level and the 2024 water and sewer cost at the recommend rates as a percentage of LQI is 6.58%. By this measure of affordability, Wyoming’s water and sewer bills are a moderate to low burden. The matrix below shows this more recent affordability measure.

HBI - Water and Sewer Costs as a Percent of Income at LQI	PPI - Percent of Households Below 200% of FPL		
	>=35%	20% to 35%	<20%
>=10%	Very High Burden	High Burden	Moderate-High Burden
7% to 10%	High Burden	Moderate-High Burden	Moderate-Low Burden
<7%	Moderate-High Burden	Moderate-Low Burden	Low Burden

## Comparison to Neighboring Communities

Although each City’s utility system is unique, Cities recognize the need to try to keep their utility rates competitive. The charts below show the 2023 monthly water and sewer bills for an average residential customer in four neighboring communities selected by the City and the 2023 and 2024 water and sewer bills for one neighboring community selected by the City who has already adopted 2024 rates, and the 2023 and projected 2024 water and sewer bills for Wyoming. The comparisons show:

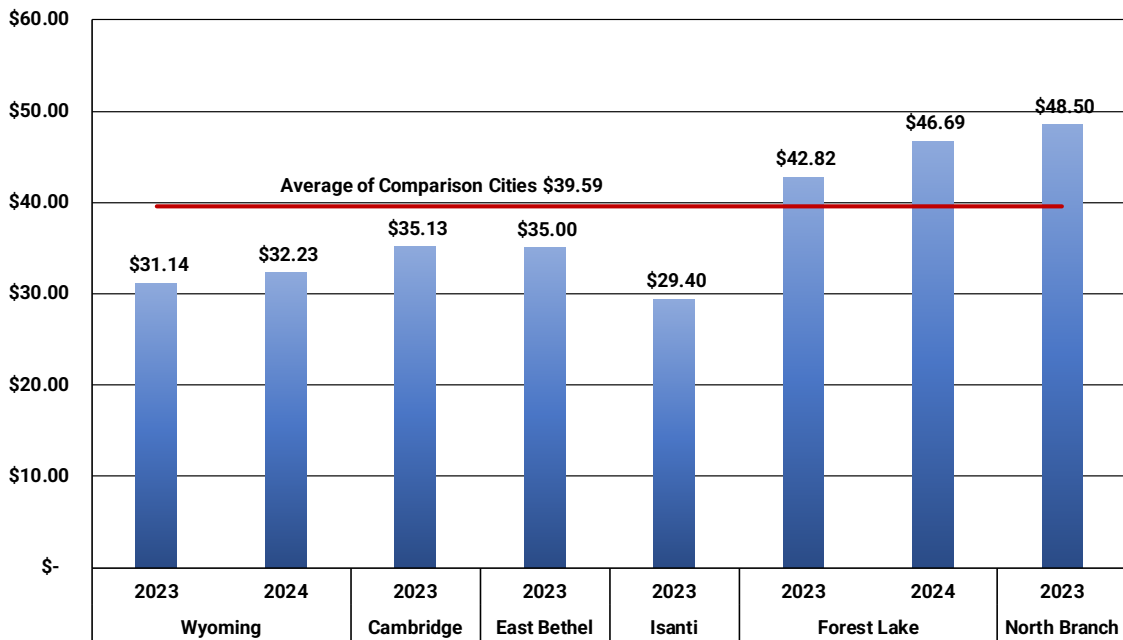
- For water utility services:
  - Wyoming’s current and 2024 projected monthly average residential water bills are less than four of the neighboring communities with only Isanti having a slightly lower monthly residential water bill
  - Wyoming’s current and 2024 projected monthly average residential water bills are less than the average of the comparison cities
  - Wyoming’s current and 2024 projected monthly average water bills for commercial customers using 20,000 gallons per month are lower than all the comparison cities
- For sewer utility services
  - Wyoming’s current and 2024 projected monthly average residential sewer bills are higher than the comparison cities. However, with no recommended increases in sewer rates, the gap will close considerably over the planning period.
  - Wyoming’s current and 2024 projected monthly average sewer bills for commercial customers using 20,000 gallons per month are also higher than the comparison cities. However, with no recommended increases in sewer rates, the gap will close considerably over the planning period.

These comparisons are shown on the following pages.



# Financial Projections

Total Residential Monthly Water Bill - 5,000 Gallons/Month

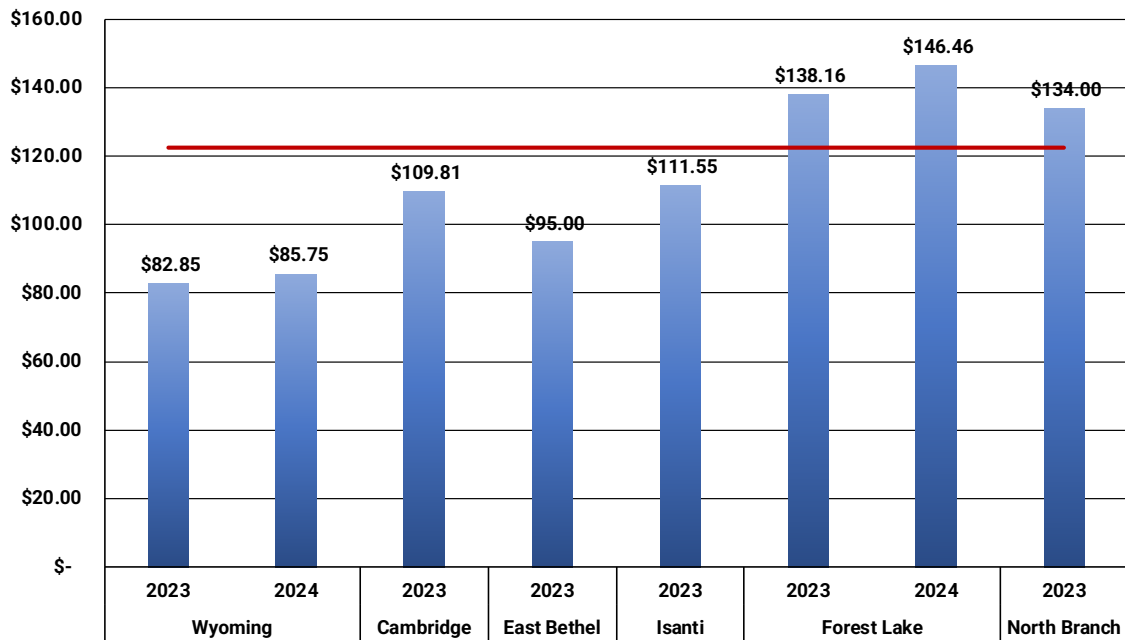


Total Residential Monthly Sewer Bill - 5,000 Gallons/Month

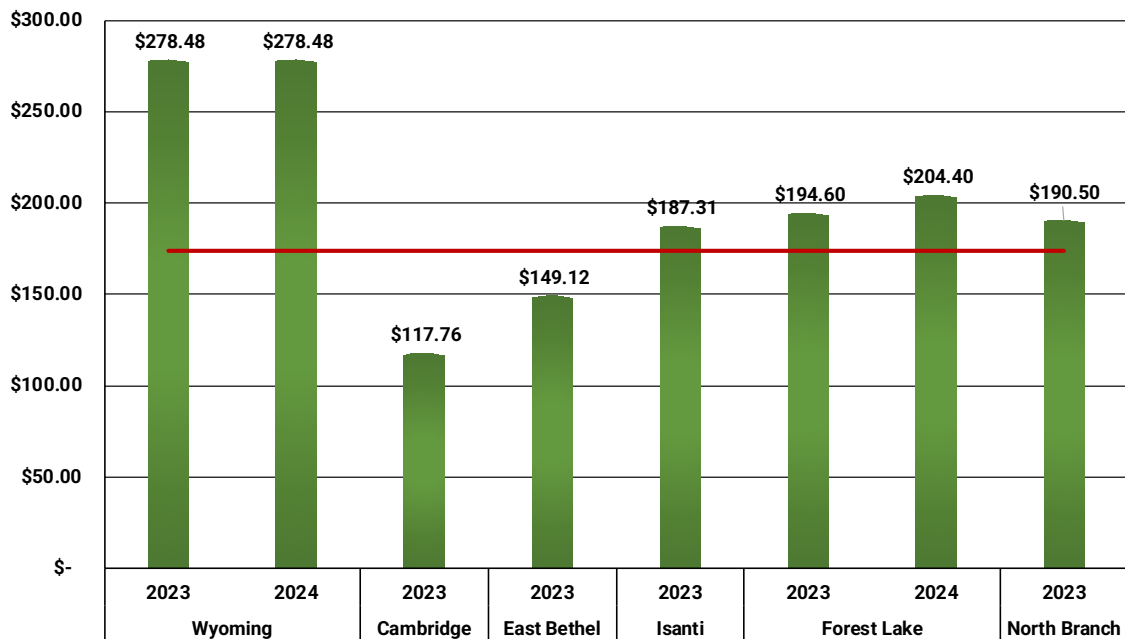


# Financial Projections

Total Commercial Monthly Water Bill - 20,000 Gallons/Month



Total Commercial Monthly Sewer Bill - 20,000 Gallons/Month



## **Financial Projections**

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### ***Water and Sewer Access Charges***

A review of water and sewer access charges (WAC and SAC) was included in the scope of work for this project. WAC and SAC are charged to new customers connecting to each utility to enable the City and its existing utility customers to equitably recover the cost of water and sewer infrastructure needed to provide services to new customers. The *American Water Works Association Manual M1 Principles of Water Rates, Fees, and Charges* and the *Water Environment Federation Financing and Charges for Wastewater Systems Manual of Practice No. 27* provide guidance in determining WAC and SAC charges. There are several approaches described in each of these references to determine WAC and SAC charges. The approach used for each utility needs to be based on the characteristics of that utility with no single approach being superior to the others. The cost of providing water and sewer infrastructure included in determining WAC and SAC charges includes the cost of system-wide assets that provide the utility services to all customers and from which they receive a benefit from connecting to the utility. Assets like water towers, wells, trunk water mains, and others for WAC. Assets like lift stations, trunk and interceptor sewers, and others for SAC.

Based on our review of the City's current WAC and WAC charges, we are not recommending any increase in these fees at this time.



## Conclusions and Recommendations

# Conclusions and Recommendations

This study was undertaken to review and analyze Wyoming's Water and Sewer Utility Funds to determine the appropriate rate levels needed to pay for anticipated operating expenses, to provide for anticipated capital improvements, and to ensure adequate levels of cash reserves.

The following conclusions were determined as a result of this study and the financial projections prepared:

1. We recommend the City increase water rates by 3.50% annually from 2024 through 2028 and by 3.00% annually from 2029 through 2033. These increases are needed to pay for anticipated operating expenses, debt service, planned capital improvements, and to provide the level of cash reserves established by City policy.
2. We recommend sewer rates be maintained at their current level from 2024 through 2033 as the financial projections show they are adequate to pay for anticipated operating expenses, planned capital outlay and to provide the level of cash reserves established by City policy.
3. Based on our review of the City's current WAC and WAC charges, we are not recommending any increase in these fees at this time.
4. The City should establish the user rates for the Water and Sewer Utility Fund for a three to five-year period. The rates should be reviewed on an annual basis concurrent with the development of the following year's budget. Establishing utility rates for next three to five years enables users to budget and plan accordingly, particularly large water and sewer utility customers.

These recommendations are based on information provided to us by city staff. The City will need to monitor the performance of the Water and Sewer Utility Funds and make any necessary adjustments based upon each fund's actual operating performance, the actual construction costs of the anticipated capital improvements, and any unforeseen changes that affect their financial performance.



**RESOLUTION NO. 23-12-132**

**A RESOLUTION ESTABLISHING WATER AND SEWER RATES FOR 2024-2028 AND SAC & WAC FEES FOR 2024-2028 BASED ON THE RATE STUDY COMPLETED BY ERICKSON NORTHSTAR, LLC.**

**WHEREAS**, Utility bills (water and sanitary sewer and surface water management utility)

**WHEREAS**, the City of Wyoming Utility Department relies on the revenues from these fees to maintain, operate and replace the water and sewer system the fees support.

**WHEREAS**, the City of Wyoming became a member of the Chisago Lakes Joint Sewer Treatment Commission (CLJSTC) in 2005 to efficiently remove and treat the cities sanitary sewage

**WHEREAS**, the City of Wyoming contracted Erickson Northstar, LLC. to complete a Utility Rate Study to assure fiscal accountability and responsibility of the Utility Department in its maintenance, operations and future replacement.

**WHEREAS**, the City Council of Wyoming reserves the right to review the rate increases annually to make any necessary rate adjustments based on the review of the enterprise accounts audited performance.

**NOW, THEREFORE. BE IT RESOLVED** the City of Wyoming City Council hereby adopts the Water/Sewer Rate Study as follows:

**WATER RATES**

**RESIDENTIAL – Based off of 5/8 to 7/8” Meter –**

<b>Year</b>	<b>Base Fee</b>	<b>Per 100 gal/20,000 or less</b>	<b>Per 100gal/20,000 or more</b>
2024	43.18	35.68 cent	44.59 cent
2025	44.69	36.93 cent	46.15 cent
2026	46.26	38.22 cent	47.76 cent
2027	47.87	39.56 cent	49.44 cent
2028	49.55	40.94 cent	51.17 cent

**COMMERCIAL RATES –** The Commercial rates are compiled with a base fee depending on size of meter and the water usage on that meter.

<b>Year</b>	<b>Base Fee</b>	<b>per 100gal/62,000 or less</b>	<b>Per 100gal/62,000 or more</b>
2024	43.18	35.68 cent	44.59 cent
2025	44.69	36.93 cent	46.15 cent
2026	46.26	38.22 cent	47.76 cent
2027	47.87	39.56 cent	49.44 cent
2028	49.55	40.94 cent	51.17 cent

**\*Base Rates for commercial water are based off of size of Meter:**

<b>Year</b>	<b>1”</b>	<b>1 ½ “</b>	<b>2”</b>	<b>3”</b>
2024	60.44	77.71	125.21	474.92
2025	62.56	80.43	129.60	491.54
2026	64.75	83.24	134.13	508.75
2027	67.02	86.16	138.83	526.55
2028	69.36	89.17	143.69	544.98

**SEWER RATES**

The Sewer Rate Study as follows resulting in the following increases in the base rate for the years 2024 to 2028:

<b><u>Year</u></b>	<b><u>Base Fee</u></b>	<b><u>Sewage Cost per/100 gallons</u></b>
2024	31.44	1.34
2025	31.44	1.34
2026	31.44	1.34
2027	31.44	1.34
2028	31.44	1.34

**SAC/WAC**

The following schedule of Sewer Access Charge (SAC) & Water Access Charge (WAC) for 2024 to 2028:

<b><u>Year</u></b>	<b><u>SAC</u></b>	<b><u>WAC</u></b>
2024	4,550	3,990
2025	4,550	3,990
2026	4,550	3,990
2027	4,550	3,990
2028	4,550	3,990

**BE IT ALSO RESOLVED**, that the new rate become effective with the first quarter of 2024, (e.g. January 1, 2024 and so forth each year commencing on January 1<sup>st</sup>)

**THIS RESOLUTION WAS ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING ON THE 5TH DAY OF DECEMBER 2023.**

**CITY OF WYOMING**

\_\_\_\_\_  
Lisa Iverson, Mayor

ATTEST:

\_\_\_\_\_  
Robb Linwood, City Administrator/Clerk

**CITY OF WYOMING  
PLANNING AND ZONING**

<b>TO:</b>	<b>City Council</b>
<b>MEETING DATE:</b>	<b>12/5/2023</b>
<b>FROM:</b>	<b>Kim Lindquist, City Planner Fred Weck, Zoning Administrator</b>
<b>RE:</b>	<b>Conditional Use Permit for exterior storage expansion in Industrial District</b>
<b>APPLICANT:</b>	<b>All Safe Global</b>
<b>PROPERTY OWNER:</b>	<b>Morgan Industries, Inc.</b>
<b>PROPERTY:</b>	<b>26443 Fallbrook Ave // 21.00054.00 &amp; 21.00231.00</b>
<b>FILE NO.:</b>	<b>SP-23-002 &amp; C-23-003</b>

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**OVERVIEW**

The applicant is All Safe Global, a company that provides compressed gas cylinder distribution and service. The applicant is proposing an expansion of their existing outdoor storage yard, which includes the relocation of an existing fence, installation of additional fencing, site grading, placement of surface gravel, construction of an infiltration basin and new landscaping on the site. All Safe Global has been operating under an existing Conditional Use Permit since 2006 and the proposed expansion requires an amendment to that Conditional Use Permit.

The site covered by the application currently consists of a main building and parking area with additional building and storage on the property immediately to the north. There is a small portion of exterior storage on another parcel immediately east of the north site also. The proposed expansion area includes the subject property and another lot immediately to the east, owned by the property owner but vacant. In total the two lots hosting the business are approximately 4.2 acres and the property to the east is approximately .8 acres with the property to the northeast .1 acres. The project area contains a delineated wetland in the southwest portion of the property. The project area is surrounded by properties that are zoned I-Industrial and C-Commercial. The use on site is industrial and zoned accordingly; however, the Comprehensive Plan guides this area as Commercial. The current use would not be permitted in the commercial zoning district.

The applicant is proposing to expand their outdoor storage yard into the undeveloped south and eastern portion of the parcels. The proposal would not modify the existing use of the property.

The ordinance requires thirteen (13) conditions be met for granting of a conditional use permit in the Industrial district. There are several issues raised by the expansion of the outside storage; the revised plan before the Council have addressed several previously noted at the Planning Commission meeting. The items are enumerated in the information

below and conditions of approval work to improve upon the existing condition and bring the sites activity closer into compliance with zoning standards. The recommended conditions below reflect the direction from the Planning Commission and staff review of the recently submitted, November 20<sup>th</sup>, plans.

### **PLANNING COMMISSION DISCUSSION**

The Planning Commission reviewed this item at their meeting in October. During the meeting there was discussion about the site plan, the amount of storage of materials, and operational issues, and what will change due to the expansion. The applicant indicated that they have been storing too much and they are starting to get rid of inventory. This expansion also allows them to provide better access to inventory by creating truck circulation areas and reducing the overall height of the stored inventory.

The Commission discussed the on-site views to the site, given the location of the property along the Downtown Corridor and immediately adjacent to the public trail. There was discussion about modifying the fence so that it provides some visual relief, similar to the requirements for uninterrupted building facades. The Commission recommended adding some “bump-outs” to allow more vegetation on the outside of the fence area to mitigate the long fence line. At the time of the Commission meeting, it was also believed that the vegetation proposed by the applicant, along Hwy 61, was located within the right of way and would need to be relocated unto the site. Since that time the applicant has clarified that some of what appears to be right of way, east of the building, is not controlled by an easement and can contain some landscaping. However, the plantings located on the southside of the site did need to be relocated on the site plan to be located within the property. The Commission also discussed increasing fence height to 8’ to screen more inventory although there was also an acknowledgement that the Commission would like the business owner to control their inventory better and reduce on-site storage.

The Commission recommended approval of the applications with three changes;

Amending recommended condition #5; The applicant shall install screening up to 8’ in height and *that the fencing include bump-ins and bump-outs for plantings* and the fence is appropriately designed and treated to complement the existing building and surrounding parcels and the fencing is consistently maintained.

*#15 Applicant shall stay in compliance with all applicable regulations and requirement of the Minnesota State Fire Marshal for safe operation of the facility.*

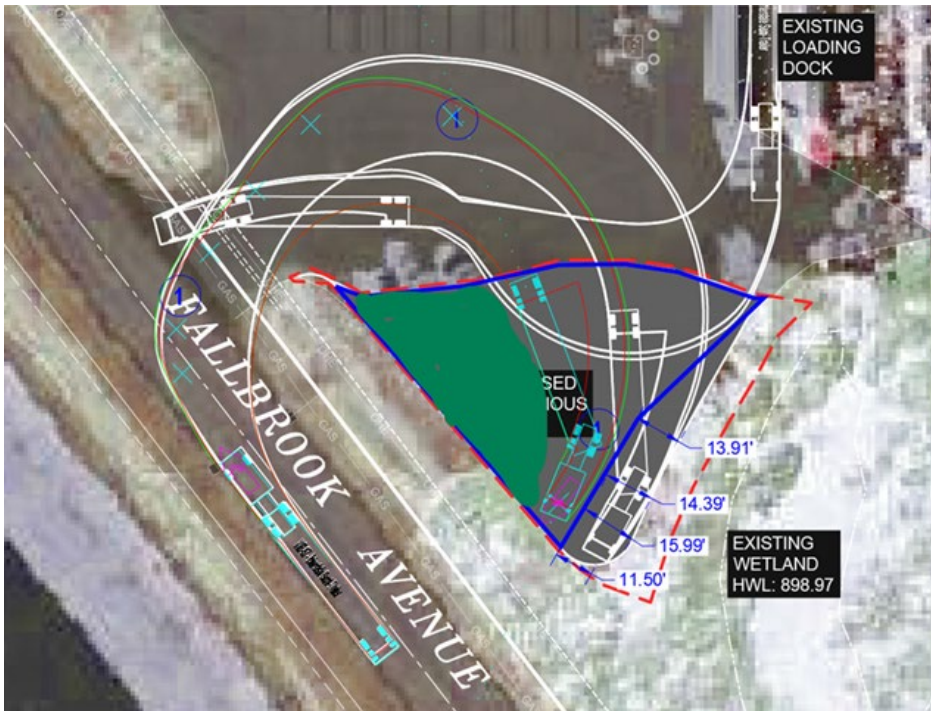
*#16 All conditions of the original CUP shall continue to apply to the current proposal.*

Since the Planning Commission meeting staff has met with the applicant and there have been additional discussions about the site plan, areas of pavement, and landscaping. The following lists items that have been modified since the Commission meeting.

Site Plan Paving: the applicant asked staff to allow some paving in the area west of the existing wetland, in the area which is currently dirt and used for maneuvering and storage.

They indicated that, contrary to condition #12, some of the area is needed for maneuvering trucks to successfully access the loading dock area. Unfortunately, upon receipt of the new site plan, the entire area currently unpaved is proposed for paving to permit maneuvering. Additionally, the applicant had indicated that at times that space has been used for overflow parking due to some larger shifts working intermittently. It was suggested to add more parking, which is reflected in the five additional stalls located on the west side of the building.

Staff has reviewed the proposed truck maneuvering area and found that much of the area is needed for trucks to reasonably access the loading dock. Unfortunately, most of the area needed is close to the existing wetland. The applicant has indicated they will provide a 10' vegetative buffer between the pavement and wetland. The paved area should have curb and gutter. While some of the area needs to be paved not all of the space is required for truck maneuvering. To reduce the ability to use the space along Fallbrook for storage, staff is recommending that the hard surfacing area be reduced and revegetated to be part of the front yard, maintained area. Below is the graphic that also depicts truck maneuvering and reinforces that the entire area does not require paving. The area shown in green would not be necessary for trucks. While the increased landscape area does not need to mirror the drawing below, some of the area along Fallbrook should be returned to landscape so no storage ends up occurring



The landscape plan indicates that three maples trees, with a fourth on the other side of the Fallbrook entrance will be relocated from elsewhere on the site. The final amount of paving should be reviewed by staff prior to installation. Condition #12 has been modified to reflect this change.

There has been some changes to the fence proposal which has increased to 8' in recognition of the discussion by the Planning Commission. Based upon the landscape plan there appears to be three bump-outs 6' across (the fence façade) and 3' deep. In staff's opinion this is not what the Commission had in mind when providing direction about providing visual relief along the approximate 185 feet fence adjacent to Hwy 61. The applicant should revise the fence plan to increase the undulation element. Furthermore, since the Commission meeting, staff has had internal discussions about the proposed fence height. While a higher fence may serve as a better screening device from public views into the site; it may also have the effect of reinforcing additional storage on site and increase stacking of inventory. The Commission was clear that the applicant from a visibility and safety standpoint needs to control site inventory better and move out product so the site is not visually unappealing. Due to prior experiences with the site operations, staff is recommending the exterior screen fence be set at 6' and the condition that no materials can be shorted above the height of the fence remain. This condition may help to discourage the accumulation of materials on site.

The landscape plan has been revised to shift landscaping wholly within the property and add additional plantings as a wetland buffer on the west. Plantings along the east side of the wetland should also be added. There is landscape material illustrated on the plans but are not listed in the Plant Schedule. Final approval of the landscape plan is required which will also require replacement of the four transplanted Maples if they do not survive the relocation.

Of final note, the applicant has revised the grading and stormwater calculations and taking an additional 5,000 square feet of parking lot into the infiltration basin. Given existing grades, additional run-off to the basin would require more site grading than proposed. The plan does improve upon the existing condition which was one of the goals when reviewing the new proposal.

## **RECOMMENDATION**

The requirements of Chapter 40, Article V, Division 6, "Conditional Use Permits", Section 40-112 as contained in the city of Wyoming Ordinance have been complied with. Staff is recommending approval of a Conditional Use Permit for an expansion of an exterior storage area, and its use on the subject property to be used for a manufacturing and recycling business in the I-Industrial zoning district based upon the findings of fact and subject to the following conditions.

1. The applicant obtain all applicable permits for grading, gravel placement, fence installation, and construction of the infiltration basin prior to commencement of construction.
2. The applicant shall enter into a Development Agreement with the City of Wyoming that recognizes that the four development parcels function like one parcel for purposes of zoning and performance standards and land use. This also means that the properties cannot be sold independently unless the owner brings each individual parcel into compliance prior to sale.

3. The applicant must install erosion control prior to any construction and provide a wetland protection and management plan as part of the final plan.
4. The applicant must meet the Wetland Protection Act standards.
5. The applicant shall install screening up to 6' in height that contains more bump-outs and bump-ins than the November 2023 plans, for plantings and to provide visual relief and is appropriately designed and treated to complement the existing building and surrounding parcels and the fencing is consistently maintained.
6. No storage of materials or equipment may exceed the 6' fencing height so that no material can be viewed from any public view or from the adjoining properties. This requirement is for the entire site which includes all four parcels covered by the Development Agreement.
7. The applicant shall modify the plans to address all of the engineer's redline comments prior to issuance of a grading permit as needed.
8. Any future expansion beyond the proposed gravel area is subject to a site plan review.
9. The applicant shall provide a fire sprinkler evaluation for building #3 for review and approval and address any additional Fire Marshal concerns prior to issuance of a grading permit for the outdoor expansion.
10. The applicant shall revise the landscape plan to include grasses or other natural vegetation around the existing wetland to provide natural filtration for stormwater prior to collection within the wetland. The landscape mix shall be approved by the City prior to issuance of a grading permit. All proposed plantings shall be included in the plant schedule. The applicant is responsible for the replacement of any trees transplanted and must replace the plantings if they do not survive.
11. A portion of the area south of the parking lot, immediately adjacent to Fallbrook Avenue, which is used for overflow parking and materials storage shall be restored to open space with appropriate vegetation. The applicant shall pave a portion needed for truck maneuvering associated to provide access to the loading dock subject to final approval by the City. No parking or storage of materials is permitted in that location or any other place on site except in compliance with the approved plan.
12. The approval includes the potential future gravel area expansion noted on the plans submitted with the cover letter dated September 18, 2023.
13. A drainage and utility easement shall be granted for the infiltration pond and on-site wetland.

14. The Applicant shall stay in compliance with all applicable regulations and requirement of the Minnesota State Fire Marshal for safe operation of the facility.
15. All conditions of the original CUP shall continue to apply to the current proposal.

## **STAFF REVIEW**

### General Comprehensive Plan and Zoning Review

The subject property is zoned I-Industrial and is guided as Commercial in the City of Wyoming's Comprehensive Plan. The Industrial district allows light manufacturing as a permitted use well as heavy manufacturing and recycling as a conditional use. The applicant proposes the continuation of its current manufacturing and processing use which is consistent with the conditional uses described in Section 40-282.

The zoning and surrounding guided uses are as follows:

**North** – I-Industrial; Commercial

**South** – I-Industrial and C-Commercial; Commercial and Industrial and General Business

**East** – C-Commercial; Commercial

**West** – I-Industrial; Commercial

### Existing Site

The majority of the business operation is located on the 21.00054.00 parcel with future expansion to the south on the existing parcel and to the east on a separate lot of record (21.00231.00). The property to the north (21.00050.00) is also part of the business operation and the two parcels function as one from the standpoint of internal circulation and access and there are no setbacks between different site developments. Because there are no proposed changes to the development pattern on the northern parcel, this report will discuss the proposed modifications to the south and eastern properties.

The southern half of the south parcel and the eastern property are vacant and available for development. There is a wetland in the south-central portion of the lot, which is protected. There is currently one building dedicated to business operations of approximately 18,000 square feet and a paved parking area as well as the existing graveled outdoor storage area.

The business has received a complaint that resulted in an inspection by the Minnesota State Fire Marshal for the purpose of life and safety and several code violations were found. In a report dated 04/06/2023, all but four of the violations had been repaired, with it being noted that there were delays tied to local permits and weather conditions. Most recently the State Fire Marshal indicated that there is additional information requested relating to fire suppression systems in one of the buildings and some racking modifications and also changes that should be addressed as par to the yard expansion. Addressing the concerns is a condition of approval.

### Exterior Storage

The applicant is proposing to increase the exterior storage on site by adding gravel now and in the future for a total of .52 acres. The expansion will be along the east and south

sides of the existing outside storage areas, and the existing fencing will be removed and replaced at the perimeter of the new graveled areas.

The city ordinance requires screening of exterior storage by either a screening fence, planting screen or berm. The applicant is proposing to install a fence, generally consistent with the fencing already provided on the site. The fence shall be at least 6' in height and have an 80% opacity. The material shall be compatible with the principal structure and surrounding properties. The screen fence shall be painted or stained and must be kept in good repair and maintained. The current fence height appears to meet required standards but there may be some deferred maintenance in areas not affected by the expansion. All of the fencing must be in good condition as a part of this approval. Additionally, the intention of the fence is to screen items from adjoining properties and certainly from public views. Currently, there are materials that are stacked over the fence line, making them visible to the public and surrounding properties. A recommended condition of approval requires that all materials stored within the exterior storage area must not be visible from all public views or adjoining properties, including the new expansion area as well as all existing outside storage areas. The intent of this approval is to provide enough storage space to allow the facility to operate efficiently but also improve upon the existing condition by improving the overall site, including on-site views. This condition includes the northern property also, as the expansion should serve to bring the entire site into compliance with screening standards.

#### Access

There are two access points from Fallbrook into the sites. One access is in the south, from 21.00054.00 and the other on the northern property, also accessing Fallbrook. No additional changes are proposed. Care should be taken within the outdoor storage areas so that internal circulation between the differing properties is passable without needing to go out to Fallbrook to access materials in the south or north. In other words, a defined accessway throughout the site should be maintained to permit internal circulation between all the sites that comprise the development.

#### Landscaping

The current site landscaping consists of trees spaced around the edge of the property, with a denser group of trees surrounding the delineated wetland. Staff had requested additional landscaping be added to the site to bring it more into compliance with the existing ordinance requirements.

The initial plans depicted some vegetation off site. This has been modified to bring all landscaping onto the property. The Plans have also been revised to increase plantings and provide some landscape buffering on the west side of the wetlands. It is recommended that additional buffer material be located on the east side of the wetland also. Additionally, the plant schedule does not provide information on all the plantings shown on the plan. The applicant is relocating 4 maple trees from elsewhere on the site. They should guarantee their survival and the trees would need to be replaced if they do not withstand the relocation.

In recognition of the existing wetland, staff is recommending installation of natural vegetation around the wetland. This change will act as a filter for some of the on-site drainage that is going directly into the wetland from the site. This would appear more as natural, 'no mow' area.

#### Utilities

The subject site has existing public utility services, public water and sanitary sewer services.

#### Parking

The site has an existing parking lot in the northwestern portion of the 21.00054.00 parcel containing approximately 22 parking stalls. According to the aerial of the site, there is also an informal parking area that has occurred on the south side of the parking lot, just west of the wetland. It appears that all vegetation is removed due to the parking and storage in that area. Revegetation should occur in that area to bring it back to open space and it should not be used for parking or storage of materials. The applicant has provided five new parking stalls west of the building.

#### Stormwater Ponding

The applicant has provided an infiltration basin that serves as dual function for water treatment and rate control. The basin will treat the storage areas added in this approval along with accepting drainage from the east and some of 264<sup>th</sup> Street. The remainder of the on-site drainage maintains the current runoff pattern, including directing much of the existing outside storage drainage and some of the building roof, directly into the on-site wetland. It would be preferable to have pre-treatment prior to directing flows into the wetland. This could be provided in a vegetated filter strip similar to what is proposed around the new infiltration basin. The applicant has modified the drainage plan to direct some additional run off to the infiltration based in as previously requested. The changes were provided in the November plans.

The applicant intends to provide a drainage and utility easement over the new ponding area. That easement should be expanded to include the on-site wetland.

#### Conditional Use Permit Standards

Chapter 40, Article V, Division 6, Conditional Use Permits, Section 40 – 112, sets forth the general standards that shall be met in order to grant a CUP. Granting of a Conditional Use Permit is required for approval of exterior storage that may be hazardous to the public in the Industrial zoning district. The standards are as follows:

1. The use is in conformity with the Comprehensive Plan and development policies of the City.  
*The proposed exterior storage expansion will not change the current use of the land; however, the Comprehensive Plan guides this area as Commercial. The City encourages expansion of existing businesses in compliance with ordinance standards.*
2. The use will not create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.

- The proposed exterior storage expansion will not have an impact on existing parks, schools, street and other public facilities and utilities which serve the area. This standard has been met.*
3. The use will be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development will not be depreciated in value and there will be no deterrence to development of vacant land.  
*The proposed exterior storage expansion is not anticipated to impact adjoining development. The applicant has proposed, and the City requested, additional landscaping and storage requirements that will lessen the potential for impact to adjacent developments in the neighborhood.*
  4. The structure and site will have an appearance that will not have an adverse effect upon adjacent properties.  
*This standard will be met when meeting conditions of approval.*
  5. The use in the opinion of the City is reasonably related to the overall needs of the City and to the existing land use.  
*The proposed exterior storage expansion is consistent with the goals of maintaining the existing business community. This standard has been met.*
  6. The use will be consistent with the purpose of this and other City Ordinances.  
*This standard has been met with compliance of recommended conditions of approval.*
  7. The use will be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it is to be located.  
*The applicant must adhere to the ordinance standards and conditions of approval for the conditional use permit, which will mean the site is consistent with the existing and intended character of the Industrial zoning district. The approval with conditions will result in a site that is more in compliance with zoning ordinance standards than the existing condition.*
  8. The use will generate only minimal vehicular traffic on local streets and shall not create traffic hazards or unsafe access or parking needs.  
*The proposed exterior storage expansion is not anticipated to increase the number of visitors to the site. There is an existing parking lot on site that has suitably served the needs of the business in the past. This standard has been met.*
  9. Existing businesses nearby will not be adversely affected because of the curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness.  
*The proposed exterior storage expansion is not anticipated to impact the current site's functions including an increase in noise, glare, or negative general appearance. This standard has been met.*
  10. The establishment or maintenance of the use shall not be detrimental to the public, health, safety, or general welfare.  
*The proposed exterior storage expansion is for the purpose of storing potentially hazardous materials and is immediately adjoining an on-site wetland. The applicant must adhere to local, county, and state standards for potentially hazardous materials and wetland protection as well as conditions of approval for the conditional use permit, which will ensure that the property and surrounding land uses will not be negatively affected. This standard has been met.*

11. The use will not be hazardous, detrimental, or disturbing to present and potential surrounding land use due to water pollution, odor, fumes, general unsightliness, or other nuisances.

*The applicant must adhere to local, county, and state standards and conditions of approval for the conditional use permit, which will ensure that the property and surrounding land uses will not be negatively affected. This standard has been met.*

12. The use will preserve and incorporate the site's important natural and scenic features into the development design.

*The proposed exterior storage expansion is not anticipated to significantly change the site appearance. However, the applicant has proposed and through the conditions of approval, the site will improve on the existing conditions including preservation of the wetlands in increased landscaping. This standard has been met.*

13. The use will cause minimal adverse environmental effects.

*The proposed plan and conditions of approval minimize environmental concerns. This condition has been met.*

#### Next Steps

The City Council will review the Planning Commission's Conditional Use review at the next regularly scheduled meeting.



All Safe Global 4 parcels

Date: 10/5/2023  
 Time: 11:00:12 AM



These data are provided on as "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

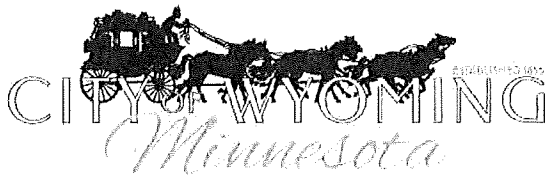


# All Safe Global Storage Yards

Date: 10/5/2023  
Time: 11:15:56 AM



These data are provided on as "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.



**City Of Wyoming**  
 26885 Forest Blvd, PO Box 188  
 Wyoming, MN 55092  
 Phone (651) 462-4947  
 permits@wyomingmn.org

**LAND USE APPLICATION: SITE PLAN REVIEW**

A site plan review application requests a use permitted in a particular zoning district, but regulated and controlled through conditions placed upon it by the City Council after review by the Planning Commission.

Property Address: 26443 Fallbrook Ave

Applicant(s): Name(s) Jonathon Peterson

Address 26443 Fallbrook Ave

City Wyoming State MN Zip 55092

Phone Number 866-958-3473 Email jpeterson@allsafe.net

Owner(s) - If other than Applicant(s):

Name(s) Morgan Industries, Inc

Address 3 Charles St., Ste 3

City Pleasant Valley State NY Zip 12569

Phone Number \_\_\_\_\_ Email mmilea@martellstrategicfunding.com

Owners(s) Signature(s) *Michael Milea* - as President Date 4/28/23

Legal description of property: See Application Documents

Property Identification Number: R.21. 00054.00 Present Zoning: Industrial

Present use of property: All Safe Global - Compressed Gas Cylinder Distribution and Service

Proposed use of property: All Safe Global - Compressed Gas Cylinder Distribution and Service

**This application and the following attachments must be submitted to be considered a complete application:**

1. A detailed site plan showing the information listed in Section 40 - 82, 1-6 as well as the following:
  - a. The grading and drainage plan must be designed in accordance with Article VII, Division 21 of the Zoning Ordinance and the City of Wyoming Surface Water Resource Guidance Document
  - b. Elevation drawings of all sides of the proposed building to show compliance with the architectural standards of the zoning district the use will be located in
  - c. Landscaping and Screening in accordance with Article VII, Divisions 14 & 26
  - d. Lighting Plan in accordance with Article VII, Division 15
2. A letter explaining the proposed use and how it will be operated
3. Applications for uses described in Article VI, Divisions 7, 18, & 19 and Article VII, Divisions 2, 8, 10, 17-20, and 25 of the Zoning Ordinance must include the information necessary to show compliance with the applicable section of the ordinance
4. Applications for uses that are within the Highway 8 Overlay District or that utilize Highway 8 for access must include the information necessary to show compliance with Article VI, Division 14 of the Zoning Ordinance.
5. The application fee and escrow must be paid at the time of application - The fee is **not** refundable and the unused portion of the escrow will be returned to the applicant
6. Any other information deemed necessary by the Zoning Administrator or Planning Commission

Applicant(s) Signature(s) *Jonathon Peterson* Date 4/28/23

As the applicant for this request, I agree to reimburse the City for all expenses incurred by the City in employing planning, engineering, legal and other professional consultants in reviewing this application. This may include the replenishment of any escrow funds as required as part of this application. Such costs shall be paid by me, the applicant, regardless of the outcome of the review and prior to commencing any work on the project. Article V, Division 4, Site Plan Review, is attached to this application. By signing this application, the applicant acknowledges that it has been read and understood.

A public meeting can be scheduled only after a complete application has been received.

OFFICE USE ONLY

Application # SP-23-002

Date Application Received 4/28/23

Date Complete Application Received 9/18/23

60 Days 11/17/23

By: *[Signature]*  
Official

Fee: \$220.00 + Escrow \$1,000.00

Date Paid 5/1/23

Check # ✓

Revised 01/24/23



City Of Wyoming  
26885 Forest Blvd, PO Box 188  
Wyoming, MN 55092  
Phone (651) 462-4947  
permits@wyomingmn.org

### LAND USE APPLICATION: CONDITIONAL & INTERIM USE PERMIT

A conditional use permit application requests a use permitted in a particular zoning district, but regulated and controlled through conditions placed upon it by the City Council after review by the Planning Commission.

Property Address: 26443 Fallbrook Ave

Applicant(s): Name(s) Jonathon Peterson

Address 26443 Fallbrook Ave

City Wyoming State MN Zip 55092

Phone Number 866-958-3473 Email jpeterson@allsafe.net

Owner(s) - If other than Applicant(s):

Name(s) Morgan Industries, Inc

Address 3 Charles St., Ste 3

City Pleasant Valley State NY Zip 12569

Phone Number \_\_\_\_\_ Email mmilea@martellstrategicfunding.com

Owner(s) Signature(s) [Signature] - President Date 5/11/23

Legal description of property: See Application Documents

Property Identification Number: R.21. 00054.00 Present Zoning: Industrial

Present use of property: All Safe Global - Compressed Gas Cylinder Distribution and Service

Proposed use of property: All Safe Global - Compressed Gas Cylinder Distribution and Service

Is this an application for an Interim Use permit?  Yes  No If yes, on what date, or upon what event, would the applicant desire the interim use to expire? Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ OR Event: \_\_\_\_\_

**This application and the following attachments must be submitted to be considered a complete application:**

A detailed site plan showing the following information from Sec. 40 - 111, A-K also including:

- a. The grading and drainage plan must be designed in accordance with Article VII, Division 21 of the Zoning Ordinance and the City Of Wyoming Surface Water Resource Guidance Document
  - b. Elevation drawings of all sides of the proposed building to show compliance with the architectural standards of the zoning district the use will be located in
  - c. Landscaping and Screening in accordance with Article VII, Divisions 14 & 26
  - d. Lighting Plan in accordance with Article VII, Division 15
2. A letter explaining the proposed use and how it will be operated
  3. A completed Conditional & Interim Use Permit Worksheet
  4. Applications for uses described in Article VI, Divisions 7, 18 & 19 and Article VII, Divisions 2, 8, 10, 17-20 & 25 of the Zoning Ordinance. It must include the information necessary to show compliance with the applicable section of the ordinance.
  5. Applications for uses that are within the Highway 8 Overlay District or that utilize Highway 8 for access must include the information necessary to show compliance with Article VI, Division 14 of the Zoning Ordinance
  6. The application fee and escrow must be paid at the time of application - The fee is **not** refundable and the unused portion of the escrow will be returned to the applicant.
  7. Any other information deemed necessary by the Zoning Administrator or Planning Commission

Applicant(s) Signature(s) Jonathon Peterson Date 5/11/23

As the applicant for this request, I agree to reimburse the City for all expenses incurred by the City in employing planning, engineering, legal, and other professional consultants in reviewing this application. This may include the replenishment of any escrow funds as required as part of this application. Such costs shall be paid by me, the applicant, regardless of the outcome of the review and prior to commencing any work on the project. All of Article V, Division 6, Conditional Use Permits, and Article VII, Division 13, Home Occupations are attached to this application and by signing this application, the Applicant acknowledges that they have been read and understood.

A public hearing can be scheduled only after a complete application has been received.

OFFICE USE ONLY  
Date Complete Application Received 9/18/23 Application # C-23-003 Date Application Received 5/26/23  
60 Days 11/17/23 By: [Signature]  
Official

Fee: \$220.00 + Escrow Date Paid 5/26/23 Check # ✓

Escrow - Commercial is \$1,000.00 & Residential is \$750.00

Revised 01/24/23

# CONDITIONAL & INTERIM USE PERMIT WORKSHEET

Applicant: Jonathon Peterson

Address: 26443 Fallbrook Ave

Type of Business: All Safe Global - Compressed Gas Cylinder Distribution and Service

Business name: All Safe Global

Answer the following questions based on the standards contained in Sec. 40 – 112 of the City of Wyoming Zoning Ordinance for Conditional and Interim Use Permits. If needed, use a separate page. **All questions must be answered.**

1. Is your proposed use in conformity with the Comprehensive Plan and development policies of the City?  
 Yes    No   Explain: \_\_\_\_\_
2. Will your proposed use create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area?  
 Yes    No   Explain: \_\_\_\_\_
3. Will your proposed use be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development will not be depreciated in value and so there will be no deterrence to development of vacant land?  
 Yes    No   Explain: \_\_\_\_\_
4. Will the structure and site have an appearance that will not have an adverse effect upon adjacent properties?  
 Yes    No   Explain: \_\_\_\_\_
5. Is the proposed use reasonably related to the overall needs of the City and to the existing land use?  
 Yes    No   Explain: \_\_\_\_\_
6. Will the proposed use be consistent with the purpose of the Zoning Ordinance and other City Ordinances?  
 Yes    No   Explain: \_\_\_\_\_
7. Will the proposed use be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it is to be located?  
 Yes    No   Explain: \_\_\_\_\_
8. Will the proposed use generate only minimal vehicular traffic on local streets?  
 Yes    No   Explain: \_\_\_\_\_
9. Will the proposed use create traffic hazards or unsafe access or parking needs?  
 Yes    No   Explain: \_\_\_\_\_
10. Will existing businesses nearby be adversely affected by your proposed use because of the curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness?  
 Yes    No   Explain: \_\_\_\_\_
11. Will the establishment or maintenance of the proposed use be detrimental to the public health, safety or general welfare?  
 Yes    No   Explain: \_\_\_\_\_
12. Will the proposed use be hazardous, detrimental, or disturbing to present and potential surrounding land uses due to water pollution, odor, fumes, and general unsightliness or other nuisances?  
 Yes    No   Explain: \_\_\_\_\_
13. How will the proposed use preserve and incorporate the site's important natural and scenic features into the development design?  
 Yes    No   Explain: Existing trees removed for the project will be replaced on a 1 for 1 basis.
14. Will the proposed use cause adverse environmental effects?  
 Yes    No   Explain: \_\_\_\_\_

Application # \_\_\_\_\_

Revised 01/24/23

## Wyoming

5368 266th Street  
PO Box 730  
Wyoming MN 55092

651.464.3130  
Wyoming@Widseth.com  
Widseth.com

## All Safe Global – Proposed Fence and Outdoor Yard Expansion – Project Description

### Background

All Safe Global is a company with facilities in Wyoming, MN that provides compressed gas cylinder and beverage equipment distribution and service. Their facility is located at 26443 Fallbrook Ave, Wyoming, MN 55092.

### Project Description

All Safe Global would like to relocate the existing wooden fence, construct additional fencing as needed and expand their existing outdoor storage yard.

The proposed scope of work is generally as follows:

- Salvaging the existing wooden fencing.
- Site Grading to accommodate expansion of the outdoor storage yard. This will include removal of existing turf and topsoil in the expansion area.
- Placement of surface gravel in the expanded storage area.
- Construction of a new fence at the expanded storage area limits.
- Construction of a proposed infiltration basin along the south side of the property to meet City of Wyoming Stormwater Management requirements for the new impervious (and potential future impervious).

Widseth has been contracted by Jonathon Peterson (All Safe Global) (property owner representative) to prepare construction plan drawings for the civil site work of the proposed cold storage building. The construction plan drawings are included in the site plan review application for review.



October 18, 2023

All Safe Global  
Attn: Jonathon Peterson  
26443 Fallbrook Avenue  
Wyoming, MN 55092

VIA EMAIL

**RE: Minnesota Statute 15.99; Time Deadline for Agency Action on the Conditional Use Permit Application for the Expansion of Exterior Storage**

Dear Mr. Peterson:

Pursuant to Minnesota State Statute 15.99, the City of Wyoming must make a decision on your Conditional Use Permit application within sixty (60) days of a complete application being received (which was on September 18, 2023) unless the City extends the time limit in accordance with Subdivision 3, (f).

Wyoming Staff have tabled your request until on or before the City Council's regular meeting on December 19, 2023. This was done in order to give you and your consultants the opportunity to provide the revised landscape and fence drawings prior to placing the request on the Council agenda.

In accordance with Minnesota Statute 15.99, Subdivision 3, (f), the City of Wyoming is extending the deadline for action on your request an additional 60 days to January 16, 2024. The city will need to receive the information at least ten (10) business days prior to the December 19th meeting (Monday, December 4th) so that it can be reviewed.

If you have any further questions I can be reached at (651) 462-4947 between the hours of 8:00 a.m. & 4:30 p.m., Monday through Friday.

Sincerely,

Frederick E. Weck, IV  
Zoning Administrator  
Building Official #1825  
City of Wyoming



**DEPARTMENT OF BUILDING SAFETY**

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092

Phone: 651-462-4947 Fax: 651-462-3938

# ALL SAFE GLOBAL - FENCE AND YARD EXPANSION PROJECT

WYOMING, MN



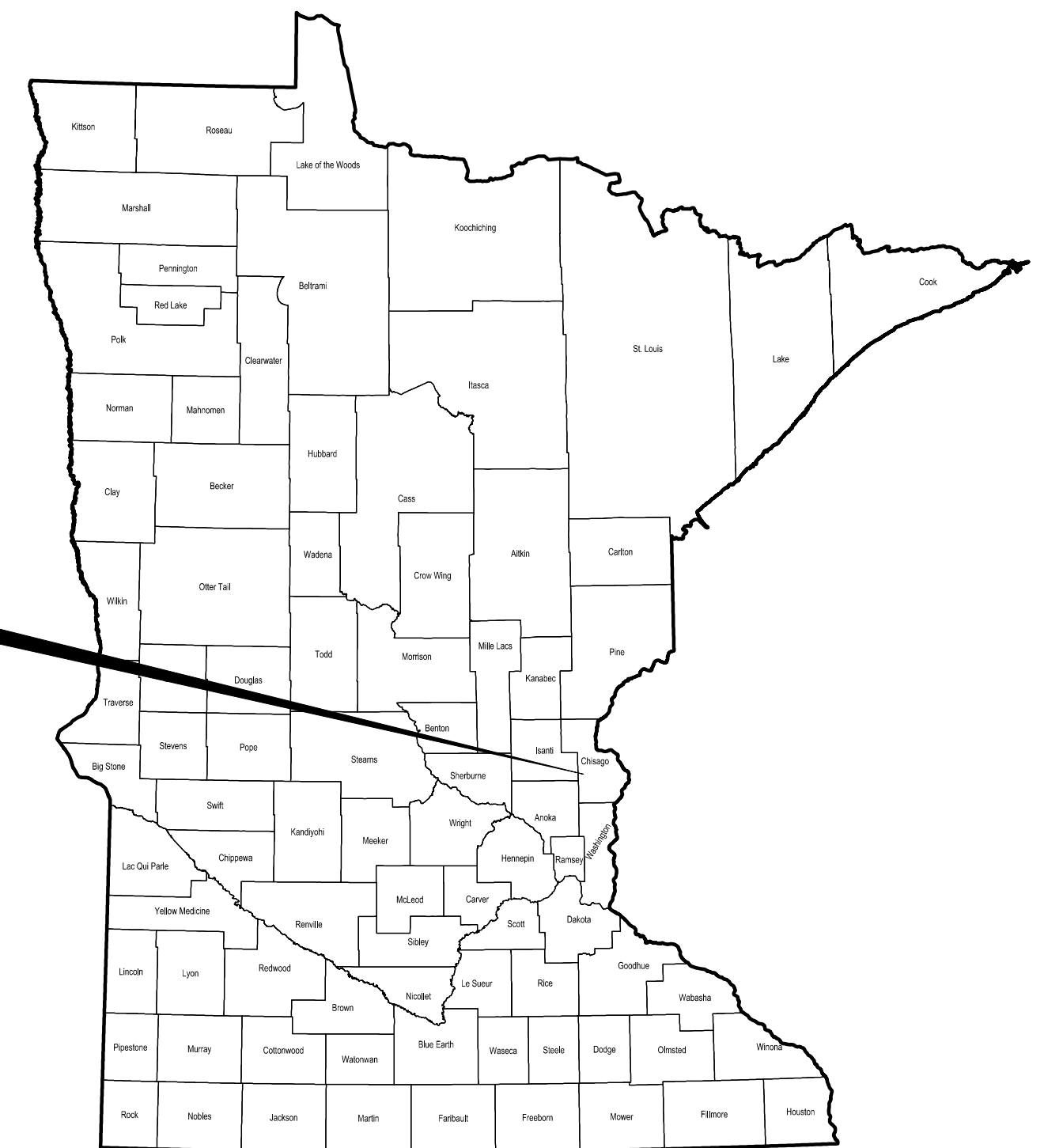
**PROJECT LOCATION**  
ALL SAFE GLOBAL  
26443 FALLBROOK AVE

DRAWING INDEX	
SHEET NUMBER	SHEET TITLE
C1.0	TITLE SHEET
C2.0	CIVIL LEGEND
C3.0	CIVIL DETAILS
C4.0	EXISTING CONDITIONS & REMOVAL PLAN
C5.0	SITE PLAN
C6.0	GRADING AND DRAINAGE PLAN
C7.0	TURF ESTABLISHMENT AND EROSION CONTROL PLAN
L1.0-L1.1	LANDSCAPE PLAN
G1.10	STRUCTURAL AND ARCHITECTURAL PLAN
FIG. 1	OUTDOOR STORAGE PLAN
FIG. 2	TRUCK TURNING MOVEMENTS

**GOVERNING SPECIFICATIONS**

THE CURRENT VERSION OF THE CITY OF WYOMING'S SPECIFICATIONS SHALL APPLY. FOR ALL OTHER PLAN CONTENT NOT ADDRESSED IN THESE SPECIFICATIONS, THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" AND 2020 EDITION OF THE "MATERIALS LAB SUPPLEMENTAL SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

**PROJECT LOCATION**  
CITY OF WYOMING



NEWLY SUBMITTED FOR REVIEW AND APPROVAL BY THE BOARD OF ARCHITECTS AND ENGINEERS UNDER THE SUPERVISION AND CONTROL OF THE STATE OF MINNESOTA  
DATE: 9/14/2023 LIC. NO. 27780  
FRANKIE BRODSEN

DATE	REVISION DESCRIPTION	BY
11/16/2023	PLANNING COMMISSION CONDITIONS	FEB

DATE: SEPTEMBER 2023  
SCALE: AS SHOWN  
DRAWN BY: TMH  
CHECKED BY: TMH  
JOB NUMBER: 2022-11768

ALL SAFE GLOBAL - FENCE AND YARD EXPANSION PROJECT  
26443 FALLBROOK AVE  
WYOMING, MN  
TITLE SHEET

SHEET NO. **C1.0**

**SURVEY MONUMENTS**

- BENCH MARK
- FOUND CIM
- FOUND CPNT.
- FOUND JLM
- FOUND LATH
- FOUND PIPE
- FOUND READING
- STAKED CIM
- STAKED CPNT.
- STAKED JLM
- STAKED PIPE

**EXISTING TOPO SYMBOLS**

- AC UNIT
- FENCE POST
- FLAG POLE
- GUARD POST
- GUY ANCHOR
- GUY POLE
- HANDICAP SYMBOL
- MAILBOX
- SHRUB
- SIGN DOUBLE POST
- SIGN SINGLE POST
- SIGN FIRE NUMBER
- TREE CONIFER
- TREE DECIDUOUS
- TREE STUMP
- TV DISH
- WETLAND SYMBOL
- YARD LIGHT

**EXISTING UTILITY MUNICIPAL SYMBOLS**

- APRON
- LIFT STATION
- SANITARY CLEANOUT
- SANITARY MANHOLE
- STORM CATCH BASIN
- STORM INLET

**EXISTING UTILITY MUNICIPAL SYMBOLS (cont.)**

- STORM MANHOLE
- WATER CURB STOP
- WATER HANDHOLE
- WATER HYDRANT
- WATER MANHOLE
- WATER METER
- WATER VALVE
- WATER WELL
- UTILITY UTILITY SIZE & TYPE

**EXISTING UTILITY PRIVATE SYMBOLS**

- ELEC GROUND LIGHT
- ELEC HANDHOLE
- ELEC LIGHT POLE
- ELEC MANHOLE
- ELEC METER
- ELEC PEDESTAL
- ELEC POLE
- ELEC SIGNAL
- ELEC TRANSFORMER BOX
- GAS METER
- GAS VALVE
- LP TANK
- TELE HANDHOLE
- TELE MANHOLE
- TELE PEDESTAL
- TELE POLE
- TV HANDHOLE
- TV PEDESTAL

**SOIL BORING SYMBOLS**

- LASER-INDUCED FLUORESCENCE BORING
- LYSIMETER
- MONITOR WELL
- PERC TEST
- PIEZOMETER
- RECOVERY WELL
- SOIL BORING
- SOIL VAPOR POINT
- VAPOR SURVEY POINT

**PROPOSED UTILITY MUNICIPAL SYMBOLS**

- APRON PROPOSED
- SANITARY CLEANOUT PROPOSED
- SANITARY LIFT STATION PROPOSED
- SANITARY LIFT STATION VALVE MANHOLE PROPOSED
- SANITARY MANHOLE PROPOSED
- SANITARY PLUG PROPOSED
- STORM CATCH BASIN PROPOSED
- STORM MANHOLE PROPOSED
- WATER 11 1/4° BEND PROPOSED
- WATER 22 1/2° BEND PROPOSED
- WATER 45° BEND PROPOSED
- WATER 90° BEND PROPOSED
- WATER CAP PROPOSED
- WATER CROSS PROPOSED
- WATER CURB STOP PROPOSED
- WATER HYDRANT PROPOSED
- WATER REDUCER PROPOSED
- WATER SLEEVE PROPOSED
- WATER TEE PROPOSED
- WATER VALVE PROPOSED

**PROPOSED UTILITY PRIVATE SYMBOLS**

- ELEC LIGHT POLE PROPOSED

**EROSION CONTROL SYMBOLS**

- SURFACE DRAINAGE ARROW
- STORM DRAIN INLET PROTECTION

**TRAFFIC CONTROL DEVICES & SYMBOLS**

- TRAFFIC CONTROL SIGN (1 POST)
- TRAFFIC CONTROL SIGN (2 POST)
- TYPE III BARRICADE
- DRUM CHANNELIZER
- FLASHING ARROW OR MESSAGE BOARD

GENERAL NOTE:

THIS SHEET IS FOR GENERAL REFERENCE ONLY. NOT ALL ITEMS ON THIS PAGE ARE INCLUDED IN THE FOLLOWING PLANS. SEE PLAN SHEETS FOR DETAILED INFORMATION.

**EXISTING TOPOGRAPHIC LINES**

- CENTER LINE
- EDGE OF WOODS
- FENCE BARB WIRE
- FENCE CHAIN LINK
- FENCE WOOD
- FORCEMAIN
- OVERHEAD CABLE TV
- OVERHEAD ELECTRIC
- OVERHEAD TELE
- RAILROAD
- RETAINING WALL
- SANITARY SEWER
- SANITARY SEWER SERVICE
- STORM SEWER
- STORM SEWER DRAIN TILE
- UNDERGROUND CABLE TV
- UNDERGROUND ELECTRIC
- UNDERGROUND FIBER OPTIC
- UNDERGROUND GAS
- UNDERGROUND TELE
- WATERMAIN
- WATERMAIN SERVICE
- WETLAND EDGE

**R/W, LOT & EASEMENTS LINES**

- BUILDING SETBACK LINE
- LOT LINE
- EASEMENT LINE
- EASEMENT LINE PROPOSED
- MNDOT CONTROLLED ACCESS LINE
- RIGHT OF WAY EXISTING
- RIGHT OF WAY PROPOSED

**PROPOSED CONSTRUCTION LINES**

- FENCE CHAIN LINK PROPOSED
- FENCE WOOD PROPOSED
- FENCE BARB WIRE PROPOSED
- FORCEMAIN PROPOSED
- SANITARY SEWER PROPOSED
- SANITARY SERVICE PROPOSED
- STORM SEWER PROPOSED
- STORM SEWER DRAIN TILE PROPOSED
- WATERMAIN PROPOSED
- WATERMAIN SERVICE PROPOSED

**EROSION CONTROL LINES**

- BALE CHECK
- BIO ROLL
- SILT FENCE
- SILT FENCE TYPE HEAVY DUTY
- SILT FENCE TYPE MACHINE SLICED
- SILT FENCE TYPE PREASSEMBLED
- FLOTATION SILT CURTAIN

**HATCH PATTERN AND SHADING LEGEND**

- RANDOM RIPRAP
- SOD
- SEED
- HYDRAULIC STABILIZER
- EROSION CONTROL BLANKET
- TEMP. ROCK CONSTRUCTION ENTRANCE
- BUILDING WALL HATCH
- BITUMINOUS SURFACE
- CONCRETE SURFACE
- GRAVEL SURFACE
- EASEMENT PATTERN

**DOCUMENTATION SYMBOLS**

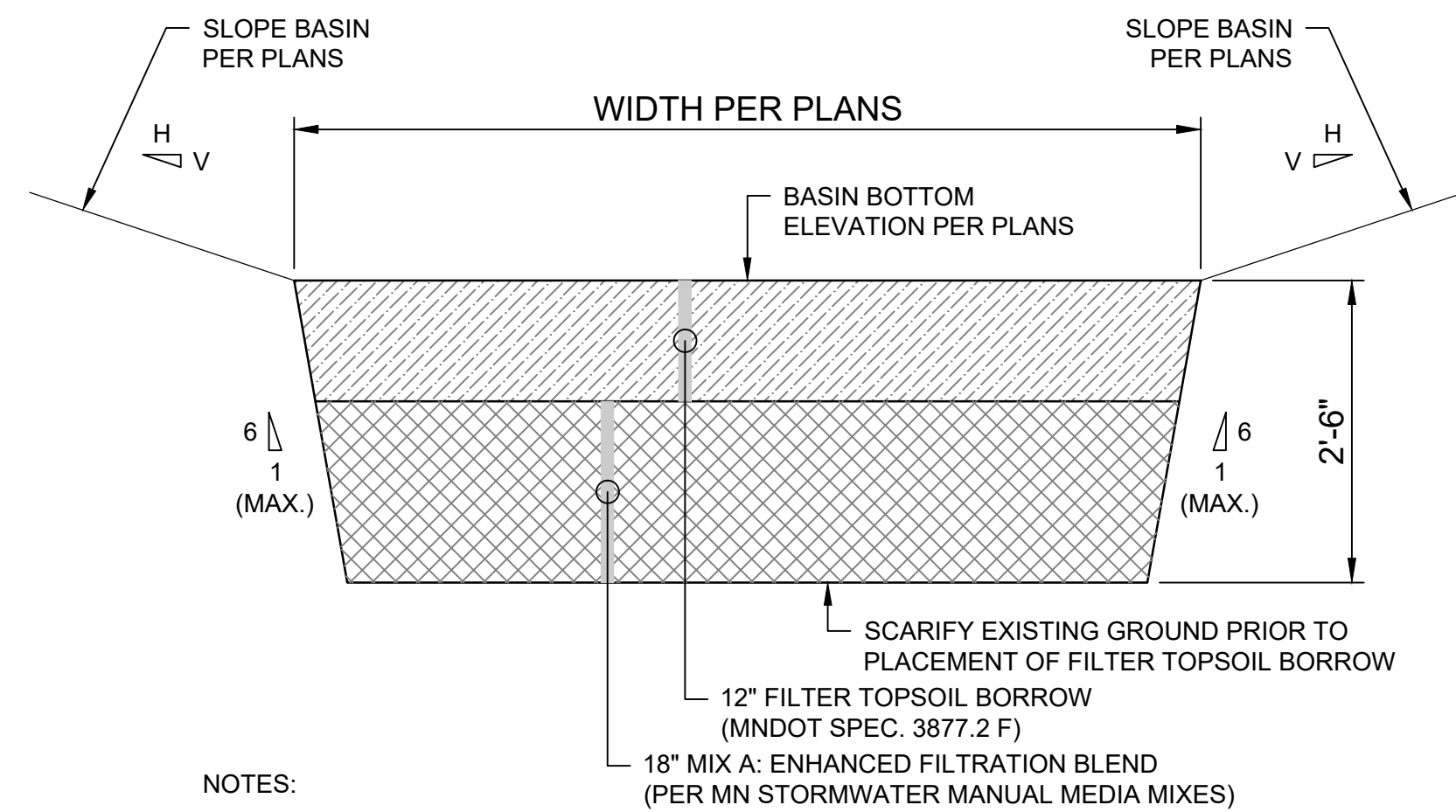
- SECTION ARROW - SECTION NUMBER TOP; PAGE OF SECTION BOTTOM

NEWLY SUBMITTED FOR REVIEW AND APPROVAL BY THE BOARD OF PROFESSIONAL ENGINEERS AND SURVEYORS OF THE STATE OF MINNESOTA. I, FRANK E. BRODSEN, A DAILY LICENSED CIVIL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA, HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DAILY LICENSED CIVIL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
*Frank Brodsen*  
DATE: 9/14/2023 LIC. NO. 57780  
FRANK E. BRODSEN

DATE	REVISION DESCRIPTION	BY	REVIEW
11/16/2023	PLANNING COMMISSION CONDITIONS	FEB	

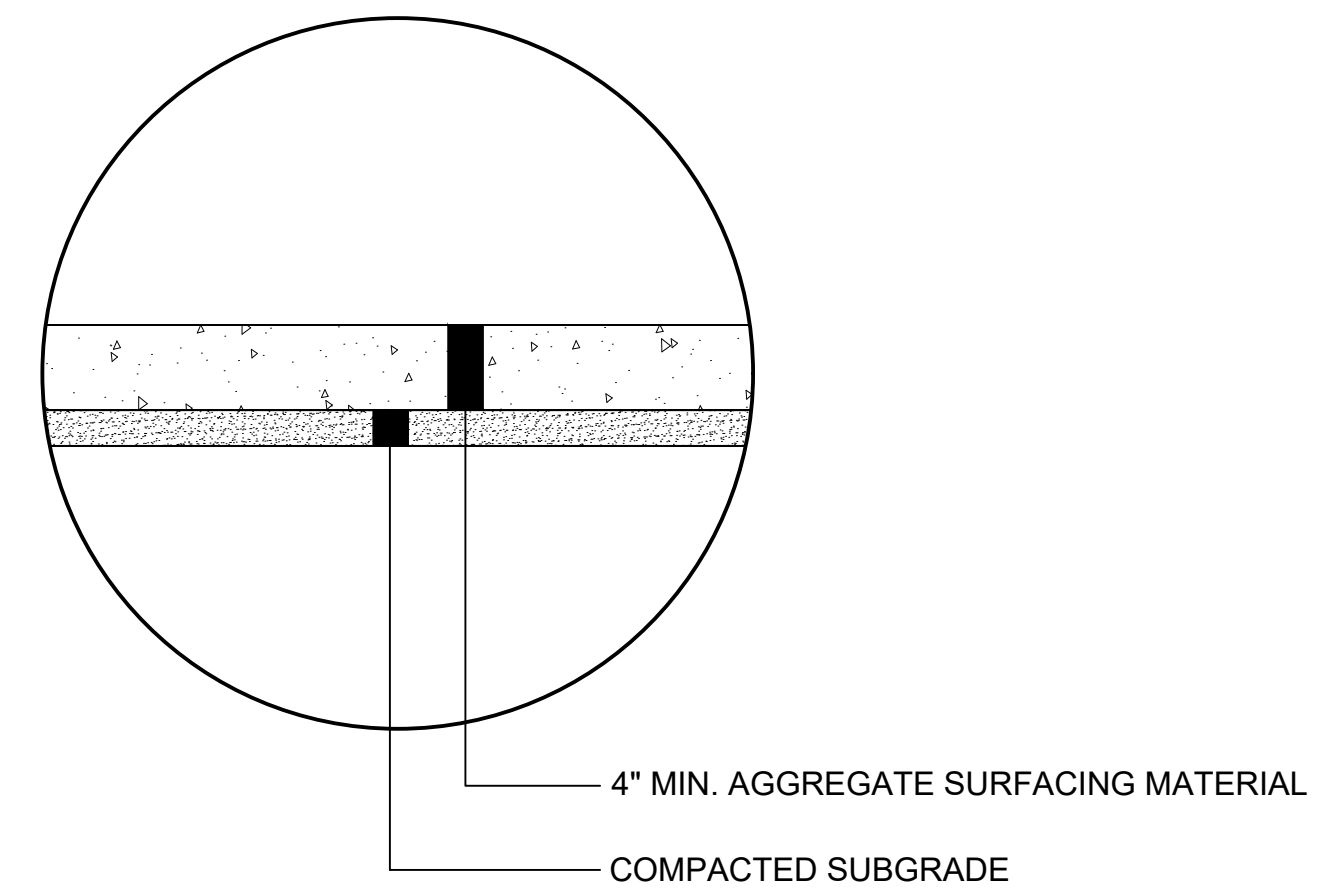
DATE:	SCALE:	DRAWN BY:	CHECKED BY:	JOB NUMBER:
SEPTEMBER 2023	AS SHOWN	FEB	TMH	2023-10167

ALL SAFE GLOBAL - FENCE AND YARD EXPANSION PROJECT  
26443 FALLBROOK AVE  
WYOMING, MN  
CIVIL LEGEND

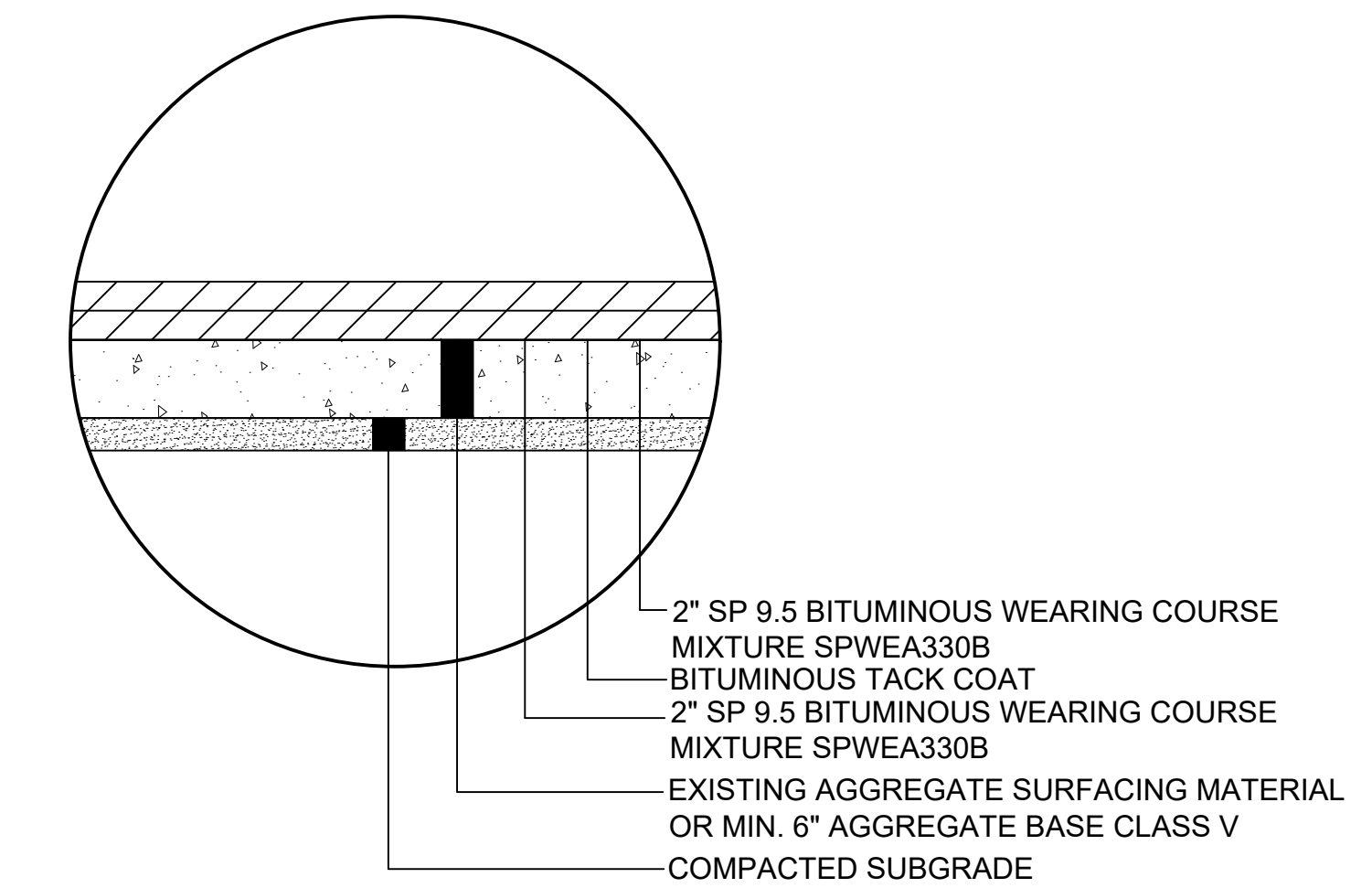


NOTES:  
 FINAL STABILIZATION OF CONTRIBUTING DRAINAGE AREA SHALL BE COMPLETED PRIOR TO CONSTRUCTION OF INFILTRATION BASIN. SEE GRADING AND DRAINAGE PLAN FOR CONSTRUCTION SEQUENCING INFORMATION.  
 CONTRACTOR TO AVOID COMPACTION OF INFILTRATION AREA AND INFILTRATION MEDIA DURING CONSTRUCTION.  
 CONTRACTOR TO PROVIDE SAMPLING AND TESTING OF FILTER TOPOIL MATERIAL PER MNDOT SPEC 3877.3

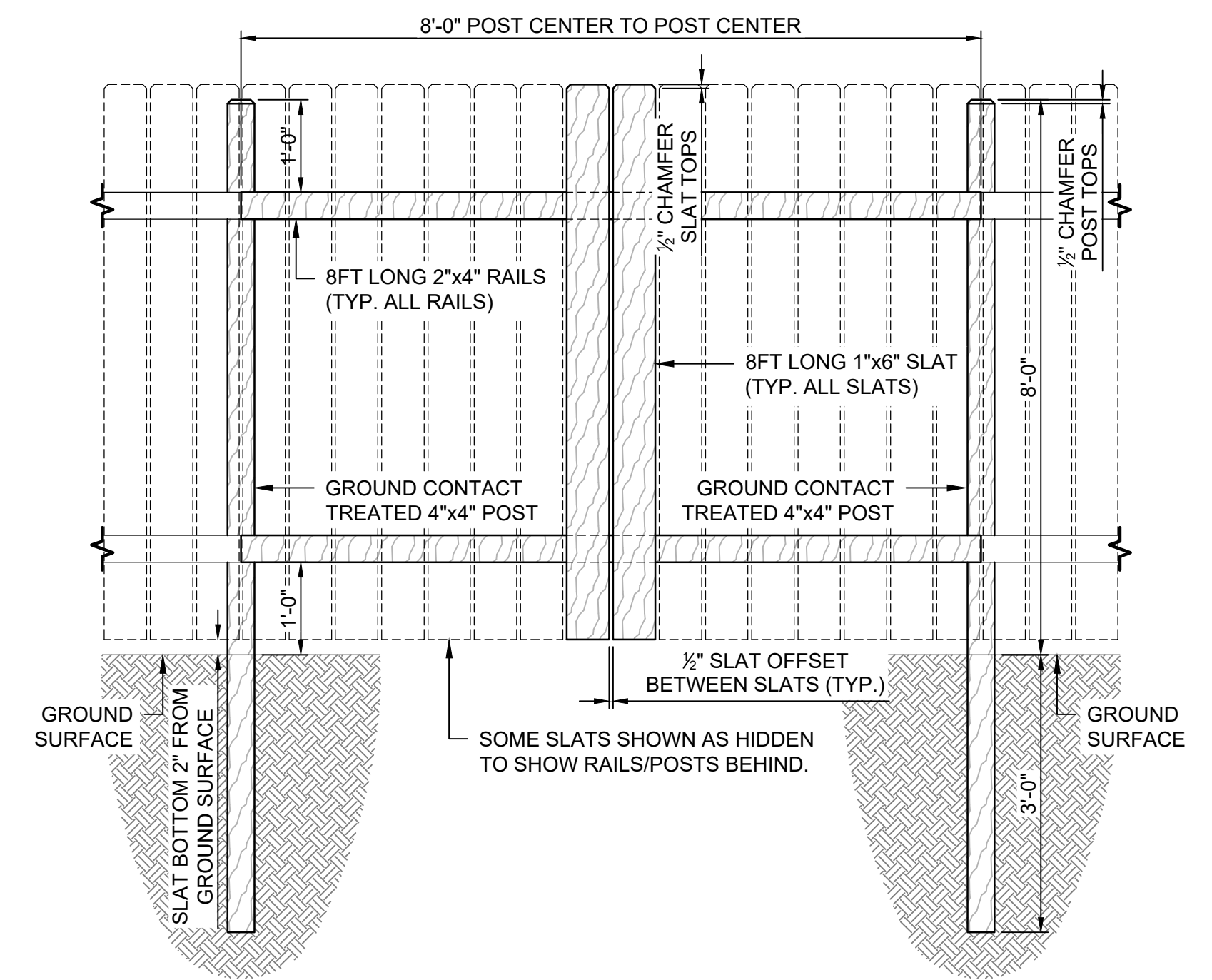
**INFILTRATION BASIN SECTION DETAIL**  
 SCALE: NONE



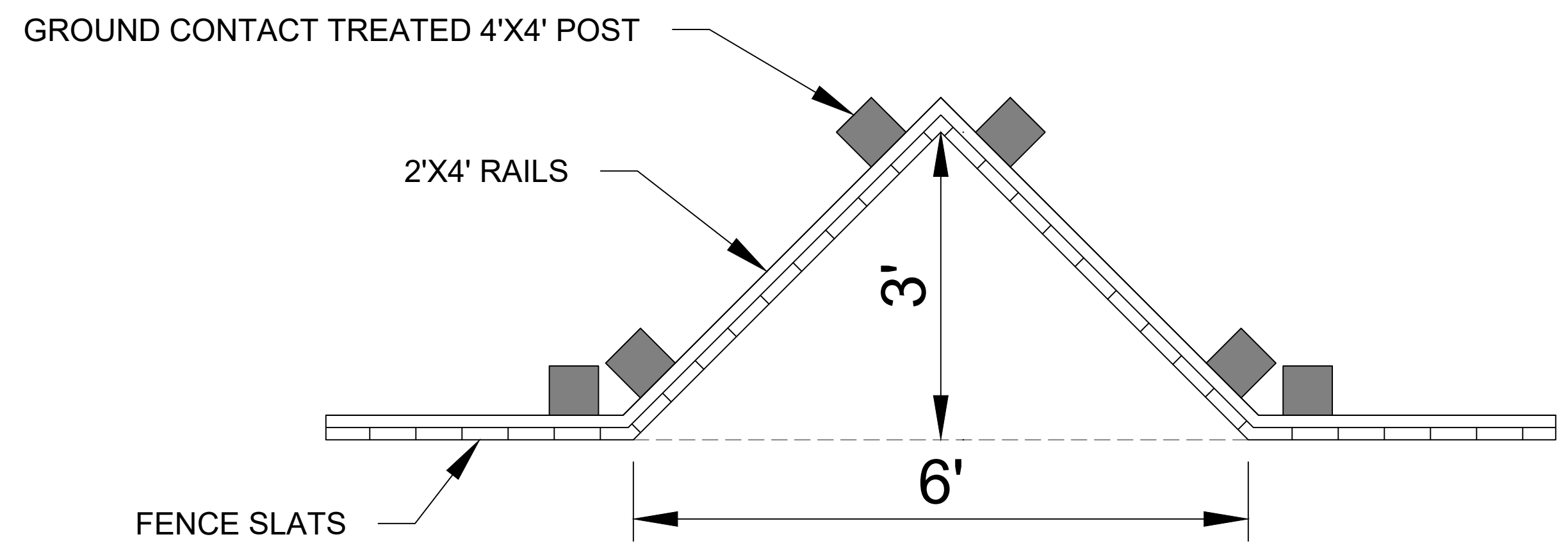
**PROPOSED GRAVEL YARD SECTION**



**PROPOSED BITUMINOUS PAVEMENT SECTION**



**8FT HIGH WOOD PRIVACY FENCE DETAIL**  
 SCALE: NONE



**PROPOSED FENCE BUMP-IN DETAIL (TYPICAL)**

**WIDSETH**  
 ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DATE: SEPTEMBER 2023  
 AS SHOWN: FEB  
 DRAWN BY: TMH  
 CHECKED BY: TMH  
 JOB NUMBER: 2023-10167

ALL SAFE GLOBAL - FENCE AND YARD EXPANSION PROJECT  
 26443 FALLBROOK AVE  
 WYOMING, MN  
 CIVIL DETAILS

SHEET NO. **C3.0**  
 SHEET 3 OF 12

J:\All Safe Global-47796\2023-10167\CADD\Civil\IC-DT-2023-10167.dwg Plotted by: Frank Brodeen 11/20/2023 9:13:08 AM © 2023 WIDSETH SMITH NOLTING & ASSOCIATES, INC.

SITE: PARID: 21.00054.00  
 26443 FALLBROOK AVE  
 WYOMING, MINNESOTA 55092  
 ZONE: INDUSTRIAL

OWNER: MORGAN INDUSTRIES INC & C/O ALL SAFE INC  
 26443 FALLBROOK AVE  
 WYOMING, MN 55092  
 CONTACT: JONATHAN PETERSON  
 EMAIL: JPETERSON@ALLSAFE.NET  
 PH: (866) 958-3473

CIVIL ENGINEER: WIDSETH (WIDSETH SMITH NOLTING)  
 5368 266TH ST  
 WYOMING, MN 55092  
 CONTACT: FRANK BRODEEN, PE  
 EMAIL: FRANK.BRODEEN@WIDSETH.COM  
 PH: (651)-358-2345

**GENERAL CONSTRUCTION NOTES:**

THE CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY OWNER OF ANY DIFFERENCES BETWEEN THE FIELD AND PLAN.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA"

UNLESS OTHERWISE NOTED, ALL MATERIALS, CONSTRUCTION TECHNIQUES AND TESTING SHALL CONFORM TO THE 2020 EDITION OF THE "STANDARD SPECIFICATIONS FOR TRENCH EXCAVATION AND BACKFILL/SURFACE RESTORATION, WATERMAIN AND SERVICE LINE INSTALLATION AND SANITARY SEWER AND STORM SEWER INSTALLATION" AS PUBLISHED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA AND THE "STANDARD SPECIFICATIONS FOR CONSTRUCTION" AS PUBLISHED BY THE MINNESOTA DEPARTMENT OF TRANSPORTATION, 2020 EDITION. THE CONTRACTOR SHALL REQUIRE ALL PROCEDURES AS OUTLINED BY THE LOCAL AGENCY.

THE CONTRACTOR SHALL RECEIVE THE NECESSARY PERMISSION/PERMITS FOR ALL WORK LOCATED OUTSIDE OF THE MUNICIPAL RIGHT-OF-WAY AND PROPERTY LIMITS.

THE CONTRACTOR SHALL VERIFY ALL EXISTING ELEVATIONS PRIOR TO BEGINNING CONSTRUCTION.

**SITE REMOVAL NOTES:**

THE CONTRACTOR SHALL LOCATE ALL UTILITIES VIA A GOPHER STATE ONE CALL.

THE CONTRACTOR SHALL LOCATE PRIVATE UTILITIES, COORDINATING WITH THE OWNER.

THE CONTRACTOR SHALL INSTALL ALL EROSION CONTROL MEASURES BEFORE DISTURBING THE SITE.

CONTRACTOR SHALL PROTECT ALL EXISTING STRUCTURES NOT NOTED FOR DEMOLITION & REMOVAL DURING REMOVALS. ANY DAMAGED STRUCTURES TO REMAIN SHALL BE REPAIRED OR REPLACED AT NO COST TO THE OWNER.

ALL MATERIALS IDENTIFIED FOR REMOVAL SHALL BE DISPOSED OFF SITE IN ACCORDANCE WITH STATE AND LOCAL LAWS.

ALL MATERIALS IDENTIFIED TO BE SALVAGED SHALL BE MAINTAINED AND STORED BY THE CONTRACTOR UNTIL RE-INSTALLED AS PART OF THE PROJECT.

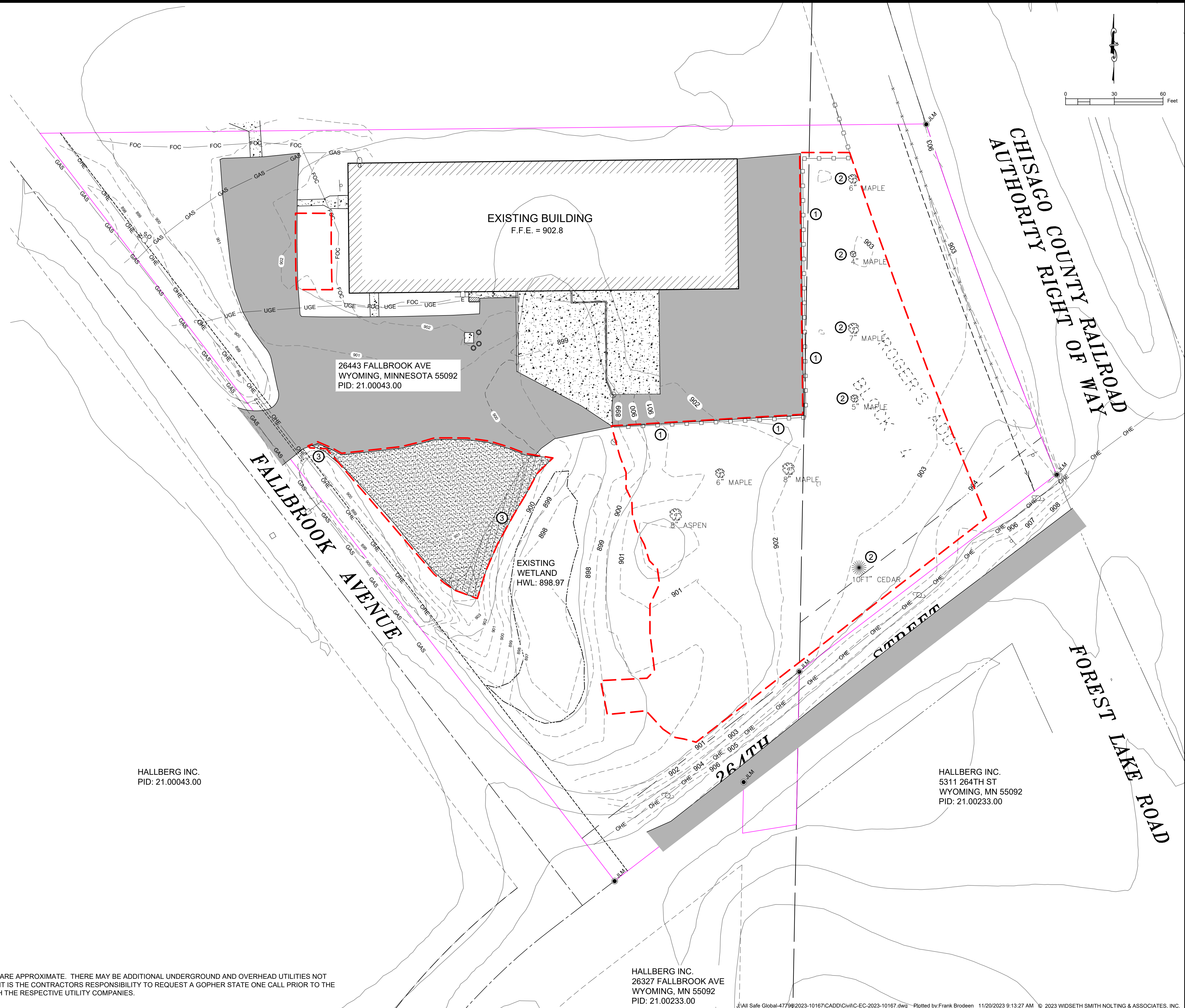
**EXISTING FEATURES LEGEND**

	DENOTES CONSTRUCTION LIMITS
	DENOTES PROPERTY BOUNDARY
	DENOTES WETLAND BOUNDARY (ASSUMED)
	DENOTES EXISTING FENCE LINE
	DENOTES EXISTING GAS LINE
	DENOTES EXISTING TELECOMMUNICATION LINE
	DENOTES EXISTING FIBEROPTIC LINE
	DENOTES EXISTING ELECTRIC LINE
	DENOTES EXISTING CONCRETE
	DENOTES EXISTING BITUMINOUS
	DENOTES EXISTING TREE
	DENOTES SURVEY BENCHMARK
	DENOTES FOUND POINT
	DENOTES SURVEY CONTROL POINT

**REMOVAL NOTES:**

- ① SALVAGE FENCE
- ② RELOCATE TREE (SEE LANDSCAPE PLAN)
- ③ REMOVE EXISTING AGGREGATE SURFACE

**CAUTION** ALL UNDERGROUND AND OVERHEAD UTILITY LOCATIONS SHOWN ARE APPROXIMATE. THERE MAY BE ADDITIONAL UNDERGROUND AND OVERHEAD UTILITIES NOT SHOWN ON THE PLAN THAT MAY BE REQUIRED TO BE REMOVED. IT IS THE CONTRACTORS RESPONSIBILITY TO REQUEST A GOPHER STATE ONE CALL PRIOR TO THE START OF ANY CONSTRUCTION AND COORDINATE ALL WORK WITH THE RESPECTIVE UTILITY COMPANIES.



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 PID: 21.00233.00

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 26327 FALLBROOK AVE  
 WYOMING, MN 55092  
 PID: 21.00233.00

DATE: 9/14/2023 LIC. NO. 97790  
 FRANKIE BRODEEN

DATE	REVISION DESCRIPTION	BY
11/16/2023	PLANNING COMMISSION CONDITIONS	FEB

DATE: SEPTEMBER 2023	AS SHOWN
SCALE: 1"=40'	DRAWN BY: TMH
CHECKED BY: TMH	JOB NUMBER: 2023-10167

ALL SAFE GLOBAL - FENCE AND YARD EXPANSION PROJECT  
 26443 FALLBROOK AVE  
 WYOMING, MN  
**EXISTING CONDITIONS AND REMOVALS PLAN**

**SITE:** PARID: 21.00054.00  
26443 FALLBROOK AVE  
WYOMING, MINNESOTA 55092  
ZONE: INDUSTRIAL

**OWNER:** MORGAN INDUSTRIES INC & C/O ALL SAFE INC  
26443 FALLBROOK AVE  
WYOMING, MN 55092  
CONTACT: JONATHON PETERSON  
EMAIL: JPETERSON@ALLSAFE.NET  
PH: (866) 958-3473

**CIVIL ENGINEER:** WIDSETH (WIDSETH SMITH NOLTING)  
5368 266TH ST  
WYOMING, MN 55092  
CONTACT: FRANK BRODEEN, PE  
EMAIL: FRANK.BRODEEN@WIDSETH.COM  
PH: (651)-358-2345

**LAND USE CALCULATIONS:**

TOTAL PROJECT DISTURBED AREA = 0.94 ACRES

TOTAL PROPERTY = 3.81 ACRES

EXISTING IMPERVIOUS COVERAGE = 1.42 ACRES

EXISTING SITE IMPERVIOUS COVERAGE = 37%

PROPOSED IMPERVIOUS COVERAGE (INCLUDING FUTURE EXPANSION) = 1.93 ACRES

PROPOSED SITE IMPERVIOUS COVERAGE = 51%

PROPOSED GREEN SPACE = 49%

**SITE PLAN NOTES:**

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA"

CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL AND SHALL BE IN COMPLIANCE WITH THE MINNESOTA UNIFORM TRAFFIC CONTROL DEVICES MANUAL AND TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS FIELD MANUAL. THE TRAFFIC CONTROL SHALL BE APPROVED BY THE CITY PRIOR TO INSTALLATION.

THE CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY OWNER AND ENGINEER OF ANY DIFFERENCES BETWEEN THE FIELD AND THE PLAN.

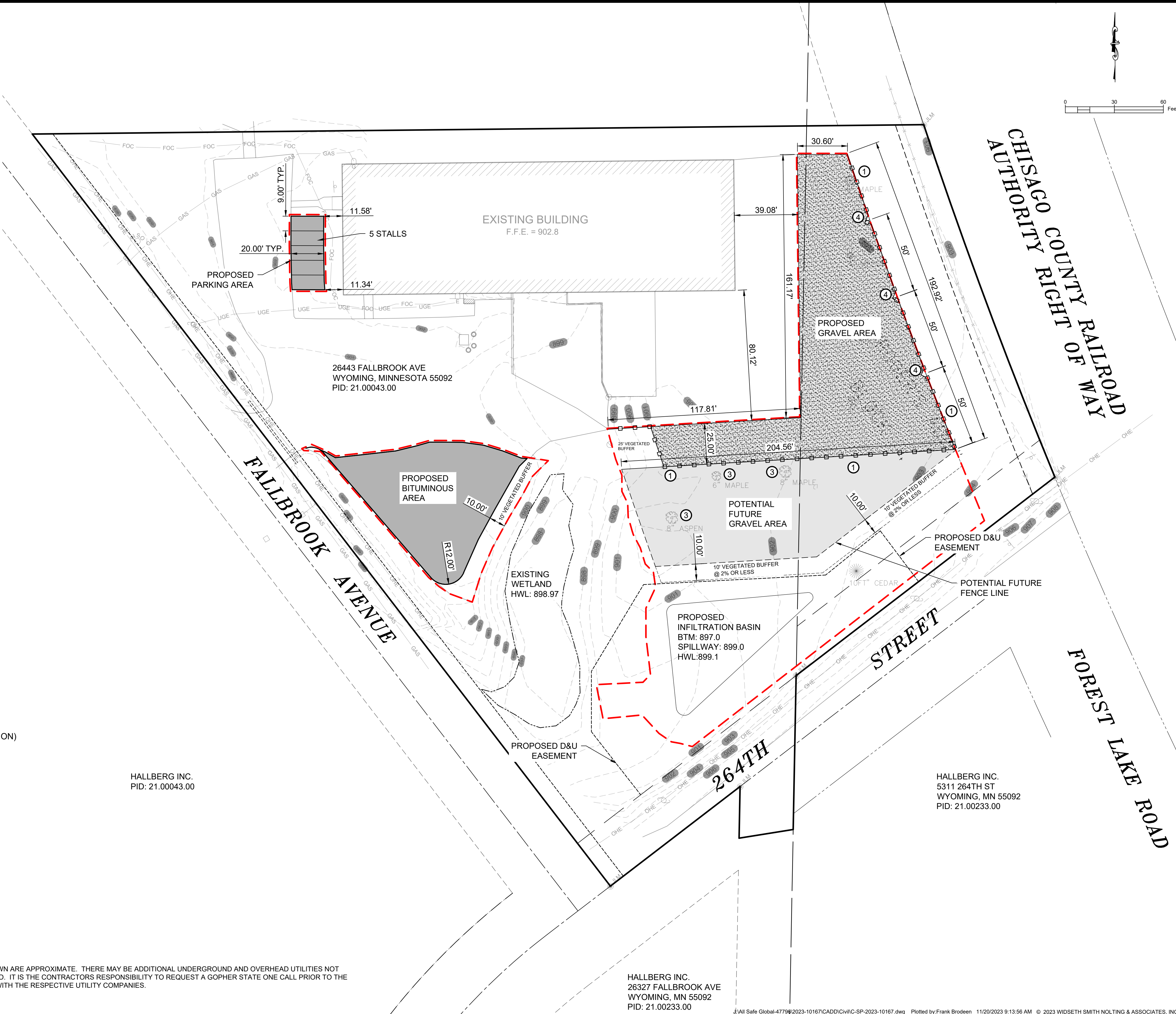
THE CONTRACTOR SHALL RECEIVE THE NECESSARY PERMISSION/PERMITS FOR ALL WORK LOCATED OUTSIDE OF THE MUNICIPAL RIGHT OF WAY AND PROPERTY LIMITS.

SEE CIVIL DETAILS SHEET FOR PROPOSED PAVEMENT SECTION INFORMATION.

**PROPOSED FEATURES LEGEND**

	DENOTES CONSTRUCTION LIMITS
	DENOTES PROPOSED AGGREGATE SURFACE
	DENOTES PROPOSED BITUMINOUS SURFACE
	DENOTES FENCE LINE (SEE FENCE DETAIL)

- CONSTRUCTION NOTES:**
- ① PROPOSED FENCE LINE (SEE FENCE DETAIL)
  - ② PROPOSED AGGREGATE SURFACE (SEE DETAIL FOR TYPICAL SECTION)
  - ③ PROTECT TREE DURING CONSTRUCTION
  - ④ 6' WIDE BY 3' DEPTH FENCE BUMP-IN (SEE DETAILS)



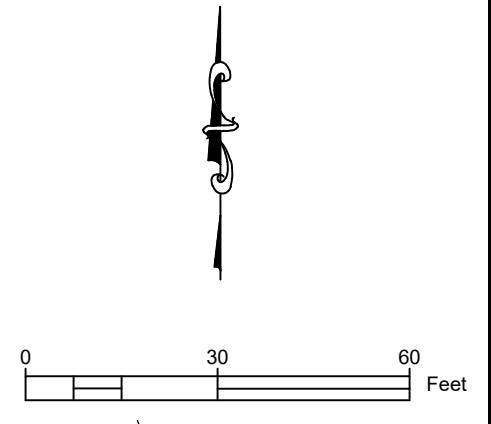
HALLBERG INC.  
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PID: 21.00233.00

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26327 FALLBROOK AVE  
WYOMING, MN 55092  
PID: 21.00233.00



ALL UNDERGROUND AND OVERHEAD UTILITY LOCATIONS SHOWN ARE APPROXIMATE. THERE MAY BE ADDITIONAL UNDERGROUND AND OVERHEAD UTILITIES NOT SHOWN ON THE PLAN THAT MAY BE REQUIRED TO BE REMOVED. IT IS THE CONTRACTORS RESPONSIBILITY TO REQUEST A GOPHER STATE ONE CALL PRIOR TO THE START OF ANY CONSTRUCTION AND COORDINATE ALL WORK WITH THE RESPECTIVE UTILITY COMPANIES.



**WIDSETH**  
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DATE: 9/14/2023 LIC. NO. 27780  
FRANKIE BRODEEN

DATE	REVISION DESCRIPTION	BY
SEPTEMBER 2023	AS SHOWN	FEB
11/16/2023	PLANNING COMMISSION CONDITIONS	FEB

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ALL SAFE GLOBAL - FENCE AND YARD EXPANSION PROJECT  
26443 FALLBROOK AVE  
WYOMING, MN

SHEET NO. **C5.0**  
SHEET 5 OF 12

SITE: PARID: 21.00054.00  
26443 FALLBROOK AVE  
WYOMING, MINNESOTA 55092  
ZONE: INDUSTRIAL

OWNER: MORGAN INDUSTRIES INC & C/O ALL SAFE INC  
26443 FALLBROOK AVE  
WYOMING, MN 55092  
CONTACT: JONATHON PETERSON  
EMAIL: JPETERSON@ALLSAFE.NET  
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CIVIL ENGINEER: WIDSETH (WIDSETH SMITH NOLTING)  
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CONTACT: FRANK BRODEEN, PE  
EMAIL: FRANK.BRODEEN@WIDSETH.COM  
PH: (651)-358-2345

**GRADING PLAN NOTES:**

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA"

ALL CONSTRUCTION SHALL CONFORM TO LOCAL, STATE, AND FEDERAL REGULATIONS INCLUDING THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS.

SPOT ELEVATIONS SHOWN INDICATE FINISHED SURFACE GRADE, UNLESS OTHERWISE NOTED.

ALL SLOPES SHALL BE GRADED TO 3:1 OR FLATTER, UNLESS OTHERWISE NOTED ON THE PLANS.

SEE CIVIL DETAILS FOR PROPOSED INFILTRATION BASIN MEDIA SECTION.

**PROPOSED FEATURES LEGEND**

	DENOTES CONSTRUCTION LIMITS
	DENOTES PROPOSED GRADING CONTOUR
	DENOTES PROPOSED FLOW DIRECTION AND SLOPE

**CONSTRUCTION NOTES:**

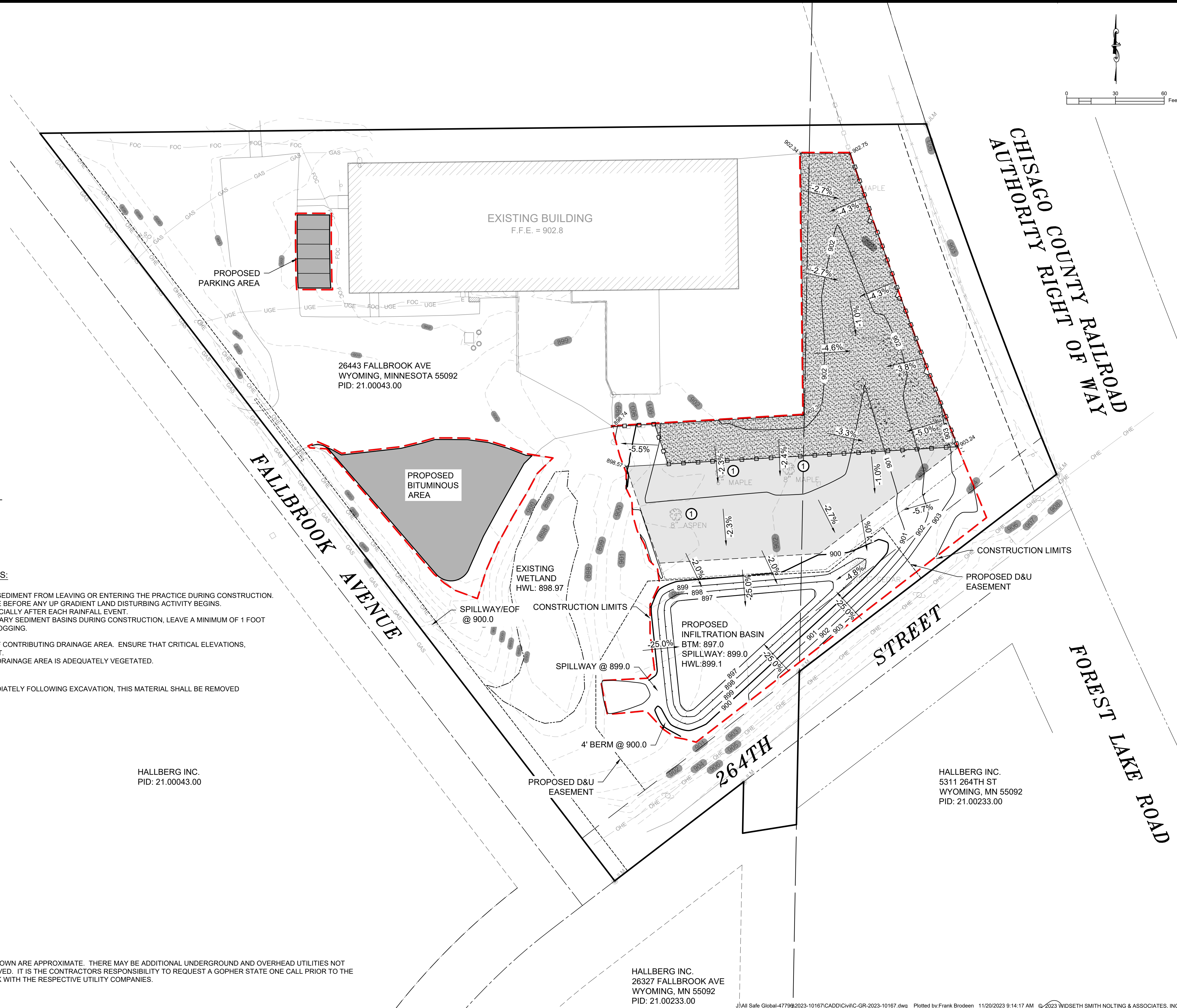
- 1. PROTECT TREE DURING CONSTRUCTION. PROPOSED GRADING SHALL AVOID EXISTING TREES AND EXISTING ROOT STRUCTURES.

**PROPOSED INFILTRATION BASIN CONSTRUCTION SEQUENCING NOTES:**

1. INSTALL APPROPRIATE TEMPORARY EROSION CONTROL DEVICES TO PREVENT SEDIMENT FROM LEAVING OR ENTERING THE PRACTICE DURING CONSTRUCTION.
2. ALL DOWN-GRADIENT PERIMETER SEDIMENT CONTROL BMP'S MUST BE IN PLACE BEFORE ANY UP GRADIENT LAND DISTURBING ACTIVITY BEGINS.
3. PERFORM CONTINUOUS INSPECTIONS OF EROSION CONTROL PRACTICES, ESPECIALLY AFTER EACH RAINFALL EVENT.
4. ROUGH GRADE THE SITE. IF INFILTRATION AREAS ARE BEING USED AS TEMPORARY SEDIMENT BASINS DURING CONSTRUCTION, LEAVE A MINIMUM OF 1 FOOT OF COVER OVER THE PRACTICE TO PROTECT THE UNDERLYING SOILS FROM CLOGGING.
5. COMPLETE, STABILIZE, AND VEGETATE ALL OTHER SITE IMPROVEMENTS.
6. CONSTRUCT AND VEGETATE INFILTRATION BASIN FOLLOWING STABILIZATION OF CONTRIBUTING DRAINAGE AREA. ENSURE THAT CRITICAL ELEVATIONS, SUCH AS TOP OF MEDIA, AND INVERT OF OVERFLOW STRUCTURE ARE CORRECT.
7. REMOVE TEMPORARY EROSION CONTROL DEVICES AFTER THE CONTRIBUTING DRAINAGE AREA IS ADEQUATELY VEGETATED.

**GENERAL NOTES:**

8. IN THE EVENT THAT SEDIMENT IS INTRODUCED INTO THE BMP DURING OR IMMEDIATELY FOLLOWING EXCAVATION, THIS MATERIAL SHALL BE REMOVED FROM THE PRACTICE PRIOR TO CONTINUING CONSTRUCTION.
9. SEE MINNESOTA STORMWATER MANUAL FOR SUBGRADE PREPARATION.



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26327 FALLBROOK AVE  
WYOMING, MN 55092  
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**WIDSETH**  
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

NEWLY SUBMITTED AND APPROVED FOR RECORDS  
THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND  
I AM A DAILY LICENSED CIVIL ENGINEER UNDER THE LAWS OF  
THE STATE OF MINNESOTA  
*Frank Brodeen*  
FRANK E. BRODEEN  
DATE: 9/14/2023 LIC. NO. 57780

DATE	REVISION DESCRIPTION
11/16/2023	PLANNING COMMISSION CONDITIONS

DATE	AS SHOWN	FEB	T.M.H.
SEPTEMBER 2023			

ALL SAFE GLOBAL - FENCE AND YARD EXPANSION PROJECT  
26443 FALLBROOK AVE  
WYOMING, MN  
GRADING AND DRAINAGE PLAN

SHEET NO. **C6.0**  
SHEET 6 OF 12

**SITE:** PARID: 21.00054.00  
26443 FALLBROOK AVE  
WYOMING, MINNESOTA 55092  
ZONE: INDUSTRIAL

**OWNER:** MORGAN INDUSTRIES INC & C/O ALL SAFE INC  
26443 FALLBROOK AVE  
WYOMING, MN 55092  
CONTACT: JONATHON PETERSON  
EMAIL: JPETERSON@ALLSAFE.NET  
PH: (866) 958-3473

**CIVIL ENGINEER:** WIDSETH (WIDSETH SMITH NOLTING)  
5368 266TH ST  
WYOMING, MN 55092  
CONTACT: FRANK BRODEEN, PE  
EMAIL: FRANK.BRODEEN@WIDSETH.COM  
PH: (651)-358-2345

**GENERAL CONSTRUCTION NOTES:**

THE CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY OWNER OF ANY DIFFERENCES BETWEEN THE FIELD AND PLAN.

UNLESS OTHERWISE NOTED, ALL MATERIALS, CONSTRUCTION TECHNIQUES AND TESTING SHALL CONFORM TO THE "STANDARD SPECIFICATIONS FOR CONSTRUCTION" AS PUBLISHED BY THE MINNESOTA DEPARTMENT OF TRANSPORTATION, 2020 EDITION. THE CONTRACTOR SHALL REQUIRE ALL PROCEDURES AS OUTLINED BY THE LOCAL AGENCY.

THE CONTRACTOR SHALL RECEIVE THE NECESSARY PERMISSION/PERMITS FOR ALL WORK LOCATED OUTSIDE OF THE MUNICIPAL RIGHT-OF-WAY AND PROPERTY LIMITS.

THE CONTRACTOR SHALL VERIFY ALL EXISTING ELEVATIONS PRIOR TO BEGINNING CONSTRUCTION.

**TURF ESTABLISHMENT AND EROSION CONTROL PLAN NOTES:**

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA"

ALL CONSTRUCTION SHALL CONFORM TO LOCAL, STATE, AND FEDERAL REGULATIONS INCLUDING THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS.

ALL SILT FENCE AND SEDIMENT CONTROL MEASURES SHALL BE IN PLACE PRIOR TO ANY EXCAVATION/CONSTRUCTION AND SHALL BE MAINTAINED UNTIL VIABLE TURF OR GROUND COVER HAS BEEN ESTABLISHED. MAINTENANCE AND REMOVAL OF SEDIMENT CONTROL DEVICES SHALL BE INCIDENTAL TO THE GRADING CONTRACT

ALL STREETS UTILIZED FOR PROJECT CONSTRUCTION MUST BE CLEANED AT THE END OF EACH DAY. A ROCK ENTRANCE TO THE SITE MUST BE PROVIDED ACCORDING TO REDUCE TRACKING OF SEDIMENT ONTO PUBLIC STREETS.

ALL EXPOSED SOILS MUST BE STABILIZED WITHIN 14 CALENDAR DAYS OF ROUGH GRADE COMPLETION OR AFTER CONSTRUCTION TERMINATES. ALL STOCKPILES SHALL HAVE ADEQUATE SEDIMENT TRAPPING SYSTEMS INSTALLED AROUND THEM.

ALL AREAS TO BE ESTABLISHED TO GRASS COVER SHALL RECEIVE 4" OF TOPSOIL AND SOD OR SEED. THESE AREAS SHALL BE WATERED UNTIL A HEALTHY STAND OF GRASS IS OBTAINED.

SEE PLAN FOR A COMPLETE LEGEND OF HATCHES AND SYMBOLS USED FOR TURF ESTABLISHMENT AND EROSION CONTROL.

**LEGEND:**

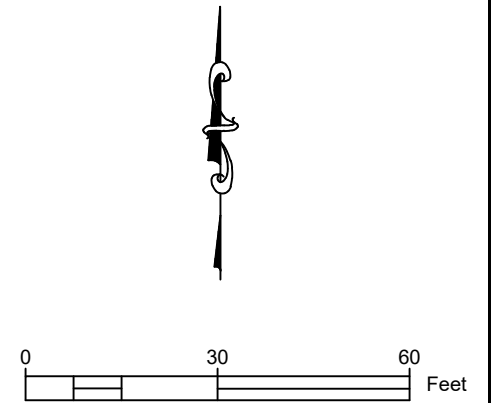
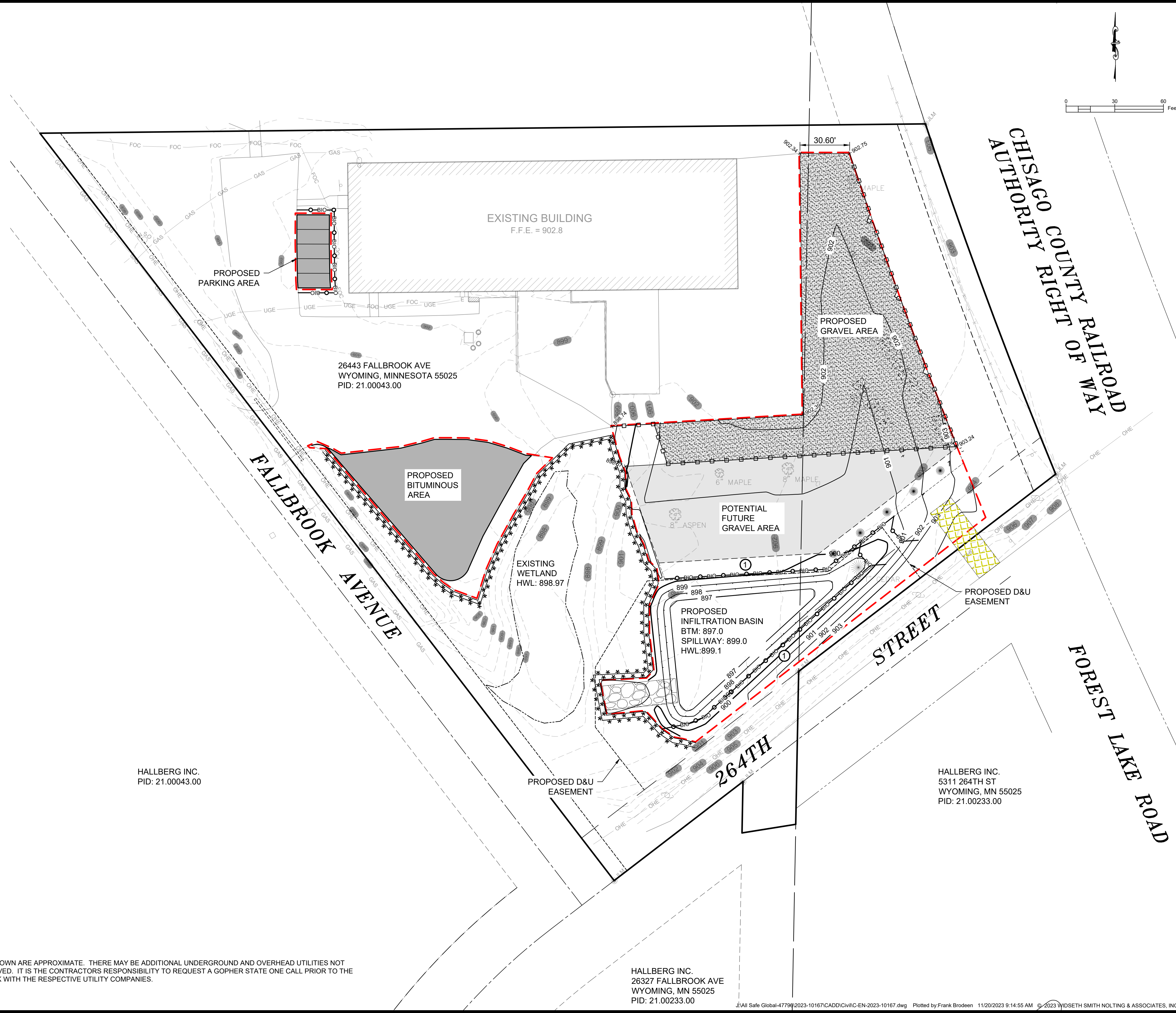
- \*\*\*\*\* SILT-FENCE
- BIO—BIO—BIO—BIO— SEDIMENT CONTROL LOG (BIOROLL)
- [Grid Pattern] ROCK CONSTRUCTION EXIT
- [Stippled Pattern] RANDOM RIP RAP CL II

**CONSTRUCTION NOTES:**

- 1) INSTALL BIOROLL PRIOR TO INFILTRATION BASIN CONSTRUCTION AND AFTER STABILIZATION OF CONTRIBUTING DRAINAGE AREA.



ALL UNDERGROUND AND OVERHEAD UTILITY LOCATIONS SHOWN ARE APPROXIMATE. THERE MAY BE ADDITIONAL UNDERGROUND AND OVERHEAD UTILITIES NOT SHOWN ON THE PLAN THAT MAY BE REQUIRED TO BE REMOVED. IT IS THE CONTRACTORS RESPONSIBILITY TO REQUEST A GOPHER STATE ONE CALL PRIOR TO THE START OF ANY CONSTRUCTION AND COORDINATE ALL WORK WITH THE RESPECTIVE UTILITY COMPANIES.



HALLBERG INC.  
PID: 21.00043.00

HALLBERG INC.  
5311 264TH ST  
WYOMING, MN 55025  
PID: 21.00233.00

HALLBERG INC.  
26327 FALLBROOK AVE  
WYOMING, MN 55025  
PID: 21.00233.00

**WIDSETH**  
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

NEWLY SUBMITTED PERMITS AND PERMITS FOR THIS PROJECT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DAILY LICENSED CIVIL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
*Frank Brodeen*  
DATE: 9/14/2023 LIC. NO. 27790

DATE	REVISION DESCRIPTION	BY
SEPTEMBER 2023	AS SHOWN	FEB
11/16/2023	PLANNING COMMISSION CONDITIONS	FEB

DATE	SCALE	DRAWN BY	CHECKED BY	JOB NUMBER
SEPTEMBER 2023	AS SHOWN	FEB	TMH	2023-10167

ALL SAFE GLOBAL - FENCE AND YARD EXPANSION PROJECT  
26443 FALLBROOK AVE  
WYOMING, MN  
TURF ESTABLISHMENT AND EROSION CONTROL PLAN

SHEET NO. **C7.0**  
SHEET 7 OF 12

SITE: PARID: 21.00054.00  
26443 FALLBROOK AVE  
WYOMING, MINNESOTA 55092  
ZONE: INDUSTRIAL

OWNER: MORGAN INDUSTRIES INC & C/O ALL SAFE INC  
26443 FALLBROOK AVE  
WYOMING, MN 55092  
CONTACT: JONATHON PETERSON  
EMAIL: JPETERSON@ALLSAFE.NET  
PH: (866) 958-3473

CIVIL ENGINEER: WIDSETH (WIDSETH SMITH NOLTING)  
LANDSCAPE ARCHITECTURE 5368 266TH ST  
WYOMING, MN 55092  
CONTACT: FRANK BRODEEN, PE  
EMAIL: FRANK.BRODEEN@WIDSETH.COM  
PH: (651)-358-2345

**LAND USE CALCULATIONS:**

TOTAL PROJECT DISTURBED AREA = 0.90 ACRES

TOTAL PROPERTY = 3.81 ACRES

EXISTING IMPERVIOUS COVERAGE = 1.41 ACRES

EXISTING SITE IMPERVIOUS COVERAGE = 37%

PROPOSED IMPERVIOUS COVERAGE (INCLUDING FUTURE EXPANSION) = 1.97 ACRES

PROPOSED SITE IMPERVIOUS COVERAGE = 0.52%

PROPOSED GREEN SPACE = 48%

**CONSTRUCTION NOTES:**

① PROPOSED FENCE LINE (SEE FENCE DETAIL)

② PROPOSED AGGREGATE SURFACE (SEE DETAIL FOR TYPICAL SECTION)

③ PROTECT TREE DURING CONSTRUCTION (SEE DETAIL)

**LANDSCAPE REGULATIONS SEC. 40-555:**

MINIMUM NUMBER OF TREES: (1) OVERSTORY TREE AND TWO (2) UNDERSTORY TREES PER 1/10TH ACRE.

OVERSTORY REQUIRED: 9  
OVERSTORY PROVIDED: 12

UNDERSTORY REQUIRED: 18  
UNDERSTORY PROVIDED: 25

ALL SPECIES PROPOSED FROM LIST OF DESIRED SPECIES IN SECTION - 2.(i) AND ARE NATIVE SPECIES

NO MORE THAN 50% OF REQUIRED TREES IS COMPOSED OF (1) SPECIES

PLANT SCHEDULE				
TREES	BOTANICAL / COMMON NAME	SIZE	CONTAINER	QTY
PW	PRUNUS SEROTINA / BLACK CHERRY	2.5" B&B		3
QB	QUERCUS BICOLOR / SWAMP WHITE OAK	2.5" CAL.	B&B	2
EVERGREEN TREES	BOTANICAL / COMMON NAME	SIZE	CONTAINER	QTY
LL	LARIX LARICINA / TAMARACK	6' HT.		6
PG	PICEA GLAUCA / WHITE SPRUCE	6' HT.	B.R.	6
ORNAMENTAL TREE	BOTANICAL / COMMON NAME	SIZE	CONTAINER	QTY
AG2	AMELANCHIER X GRANDIFLORA 'AUTUMN BRILLIANCE' / AUTUMN BRILLIANCE APPLE SERVICEBERRY	1" CAL.	POT	8
SHRUBS	BOTANICAL / COMMON NAME	SIZE	CONTAINER	QTY
CG	CORNUS RACEMOSA / GRAY DOGWOOD	15 GAL.		15
PN	PHYSOCARPUS OPULIFOLIUS / NINEBARK	10 GAL.		7
SV	SPIRAEA ALBA LATIFOLIA / WHITE MEADOWSWEET	5 GAL.		11
GROUND COVERS	BOTANICAL / COMMON NAME	QTY		
MA	MNDOT - METRO SEED M 33-261 / STORMWATER SOUTH & WEST	15,513 SF		
MW	MNDOT 36-711 WOODLAND EDGE CENTRAL / WOODLAND EDGE CENTRAL	16,936 SF		



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**WIDSETH**  
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DATE: SEPTEMBER 2023  
SCALE: AS SHOWN  
DRAWN BY: JER  
CHECKED BY: JER  
JOB NUMBER: 2023-10167

ALL SAFE GLOBAL - FENCE AND YARD EXPANSION PROJECT  
26443 FALLBROOK AVE  
WYOMING, MN  
LANDSCAPE PLAN

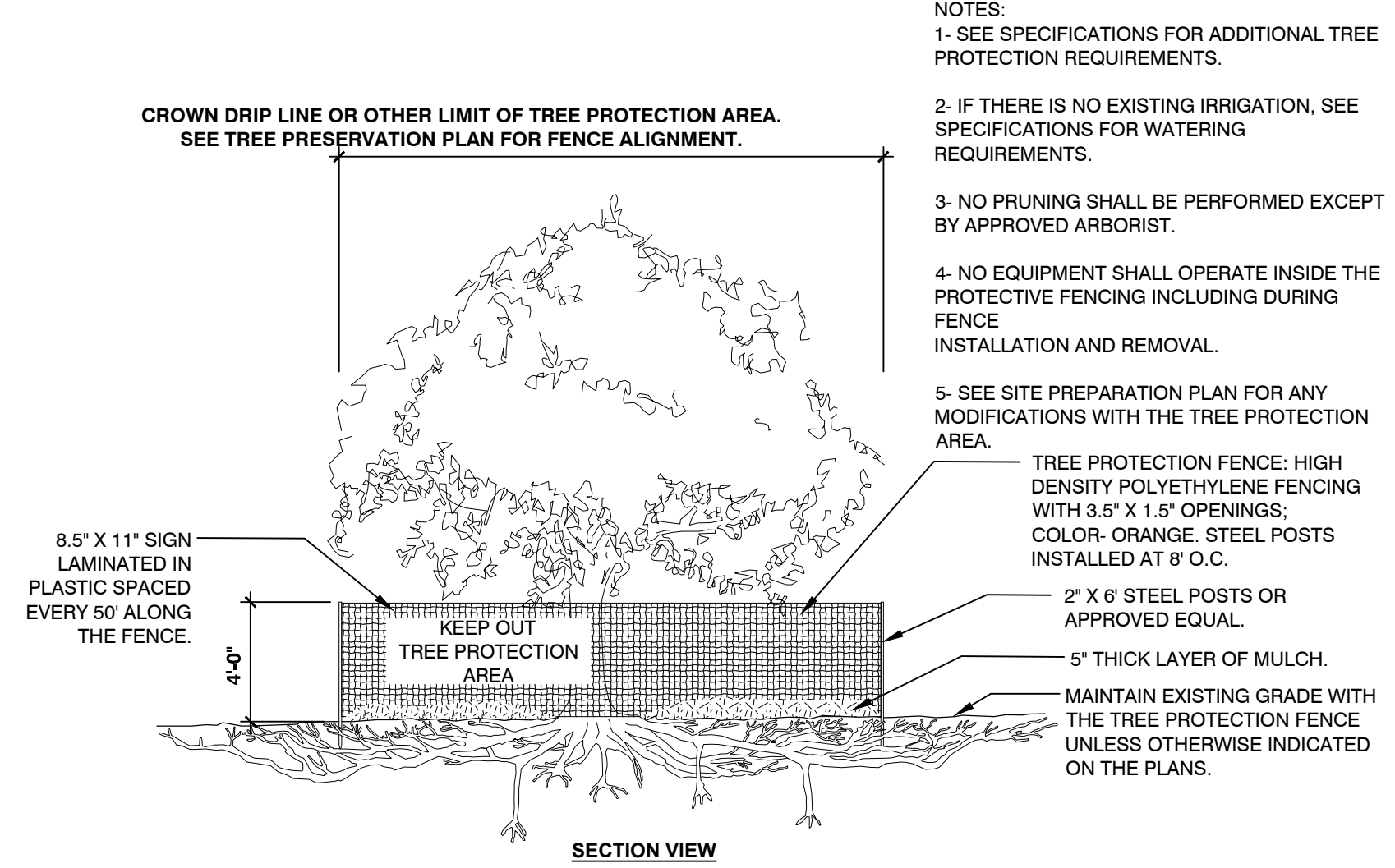
SHEET NO. **L1.0**  
SHEET 8 of 12

DATE: 9/14/2023 LIC. NO. 56390  
JILLIAN E. REINER

NEWLY SUBMITTED AND APPROVED FOR RECORDS AND WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

**GENERAL NOTES**

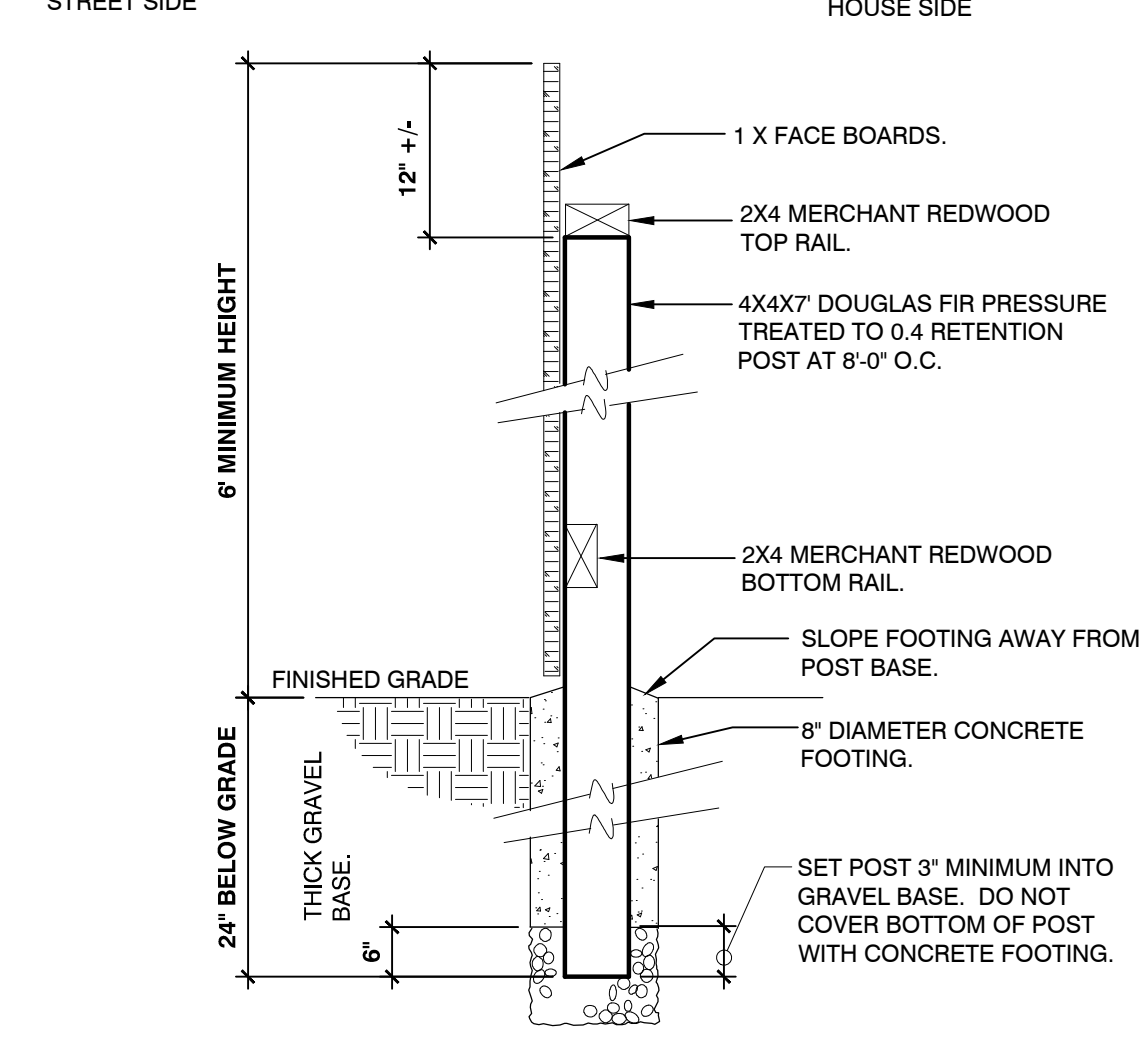
- REMOVE ALL BURLAP FROM THE TOP OF ROOT BALL. REMOVE ALL GREEN TREATED BURLAP. REMOVE ALL PLANT IDENTIFICATION TAGS FROM ALL PLANT MATERIALS.
- KEEP ALL PLANT MATERIALS MOIST AND SHADED UNTIL PLANTED.
- FOR CONTAINER PLANTS: MAKE 4 TO 5 VERTICAL CUTS IN ROOT BALL AFTER PLANT HAS BEEN REMOVED. MAKE CUTS 1/2" DEEP. PLANT IMMEDIATELY.
- SPREAD MULCH SO THAT IT IS NOT IN CONTACT WITH WOODY BASE OF PLANT.
- MULCH AT BASE OF TREES 5'-0" DIAMETER RING WHERE TREES ARE LOCATED IN OPEN GRASS AREAS.
- THESE NOTES ARE FOR GENERAL REFERENCE IN CONJUNCTION WITH DETAILS, ADDENDA AND CHANGE ORDERS ASSOCIATED WITH THE CONTRACT DOCUMENTS.
- LANDSCAPE CONTRACTOR SHALL COORDINATE ALL WORK WITH OTHER TRADES PRIOR TO INSTALLATION.
- LANDSCAPE CONTRACTOR SHALL BECOME FAMILIAR WITH THE LOCATION OF ALL EXISTING AND FUTURE UNDERGROUND SERVICES AND IMPROVEMENTS WHICH MAY CONFLICT WITH WORK TO BE DONE.
- FINE GRADING AND EDGING SHALL BE APPROVED PRIOR TO PLANTING OPERATIONS.
- PLANT MATERIAL SHALL NOT BE INSTALLED IN AN AREA WHICH WILL CAUSE HARM TO ADJACENT STRUCTURES. NOTIFY THE ARCHITECT SHOULD CONFLICTS ARISE.
- UNLESS OTHERWISE NOTED, FINISH GRADE OF PLANTING AREAS SHALL BE 2" BELOW ADJACENT PAVING. TAPER 3" DEPTH MULCH TOP DRESSING TO 1/2" BELOW ADJACENT PAVING (1 1/2" DEPTH) WITHIN 2" OF PAVING.
- ALL EXISTING TREES, SHRUBS, VINES AND GROUND COVERS TO REMAIN SHALL BE PROTECTED. ANY DAMAGE CAUSED BY CONTRACTOR'S WORK OR NEGLIGENCE SHALL BE REPLACED OR REPAIRED AT THE CONTRACTORS EXPENSE TO THE SATISFACTION OF THE OWNER.
- LANDSCAPE CONTRACTOR SHALL ASSURE COMPLIANCE WITH APPLICABLE CODES AND REGULATIONS GOVERNING THE WORK AND MATERIALS SUPPLIED.
- LANDSCAPE CONTRACTOR SHALL PROTECT EXISTING ROADS, CURB AND GUTTER, TRAILS, TREES, LAWNS AND SITE ELEMENTS DURING CONSTRUCTION. DAMAGE TO THESE ITEM SHALL BE REPAIRED AT NO COST TO OWNER.
- UNDERGROUND SERVICES SHALL BE INSTALLED SO THAT TRENCHES DO NOT CUT THROUGH ROOT SYSTEMS OF EXISTING TREES TO REMAIN.
- LANDSCAPE CONTRACTOR SHALL REVIEW THE SITE FOR DEFICIENCIES IN SITE CONDITIONS WHICH MIGHT NEGATIVELY AFFECT PLANT MATERIALS ESTABLISHMENT, SURVIVAL OR WARRANTY. UNDESIRABLE SITE CONDITIONS SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT PRIOR TO BEGINNING OF WORK.
- LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR ONGOING MAINTENANCE OF NEWLY INSTALLED MATERIALS UNTIL TIME OF SUBSTANTIAL COMPLETION. REPAIR OF ACTS OF VANDALISM OR DAMAGE WHICH MAY HAVE OCCURRED PRIOR TO SUBSTANTIAL COMPLETION SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
- EXISTING TREES OR SIGNIFICANT SHRUB MASSING FOUND ON SITE SHALL BE PROTECTED AND SAVED UNLESS NOTED TO BE REMOVED OR ARE LOCATED IN AN AREA TO BE GRADED. QUESTIONS REGARDING EXISTING PLANT MATERIALS SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT PRIOR TO REMOVAL.
- EXISTING TREES TO REMAIN, UPON DIRECTION OF ARCHITECT, SHALL BE FERTILIZED AND PRUNED TO REMOVE DEAD WOOD, DAMAGED AND RUBBING BRANCHES.
- SYMBOLS ON PLAN DRAWING TAKE PRECEDENCE OVER SCHEDULES IF DISCREPANCIES IN QUANTITIES EXIST. DETAILS TAKE PRECEDENCE OVER NOTES.
- IT IS CONTRACTOR'S RESPONSIBILITY TO SALVAGE TREES INDICATED ON PLAN, VERIFY EXACT PLANT TYPE, KEEP MOIST AND IN GOOD CONDITION DURING CONSTRUCTION, AND REPLANT ACCORDING TO PLANTING PLAN.



**1 TREE PROTECTION**  
3/16" = 1'-0"

- NOTES:
- SEE SPECIFICATIONS FOR ADDITIONAL TREE PROTECTION REQUIREMENTS.
  - IF THERE IS NO EXISTING IRRIGATION, SEE SPECIFICATIONS FOR WATERING REQUIREMENTS.
  - NO PRUNING SHALL BE PERFORMED EXCEPT BY APPROVED ARBORIST.
  - NO EQUIPMENT SHALL OPERATE INSIDE THE PROTECTIVE FENCING INCLUDING DURING FENCE INSTALLATION AND REMOVAL.
  - SEE SITE PREPARATION PLAN FOR ANY MODIFICATIONS WITH THE TREE PROTECTION AREA.
- TREE PROTECTION FENCE: HIGH DENSITY POLYETHYLENE FENCING WITH 3.5" X 1.5" OPENINGS. COLOR: ORANGE. STEEL POSTS INSTALLED AT 8'-0" O.C.
- 2" X 6" STEEL POSTS OR APPROVED EQUAL.
- 5" THICK LAYER OF MULCH.
- MAINTAIN EXISTING GRADE WITH THE TREE PROTECTION FENCE UNLESS OTHERWISE INDICATED ON THE PLANS.

URBAN TREE FOUNDATION © 2014  
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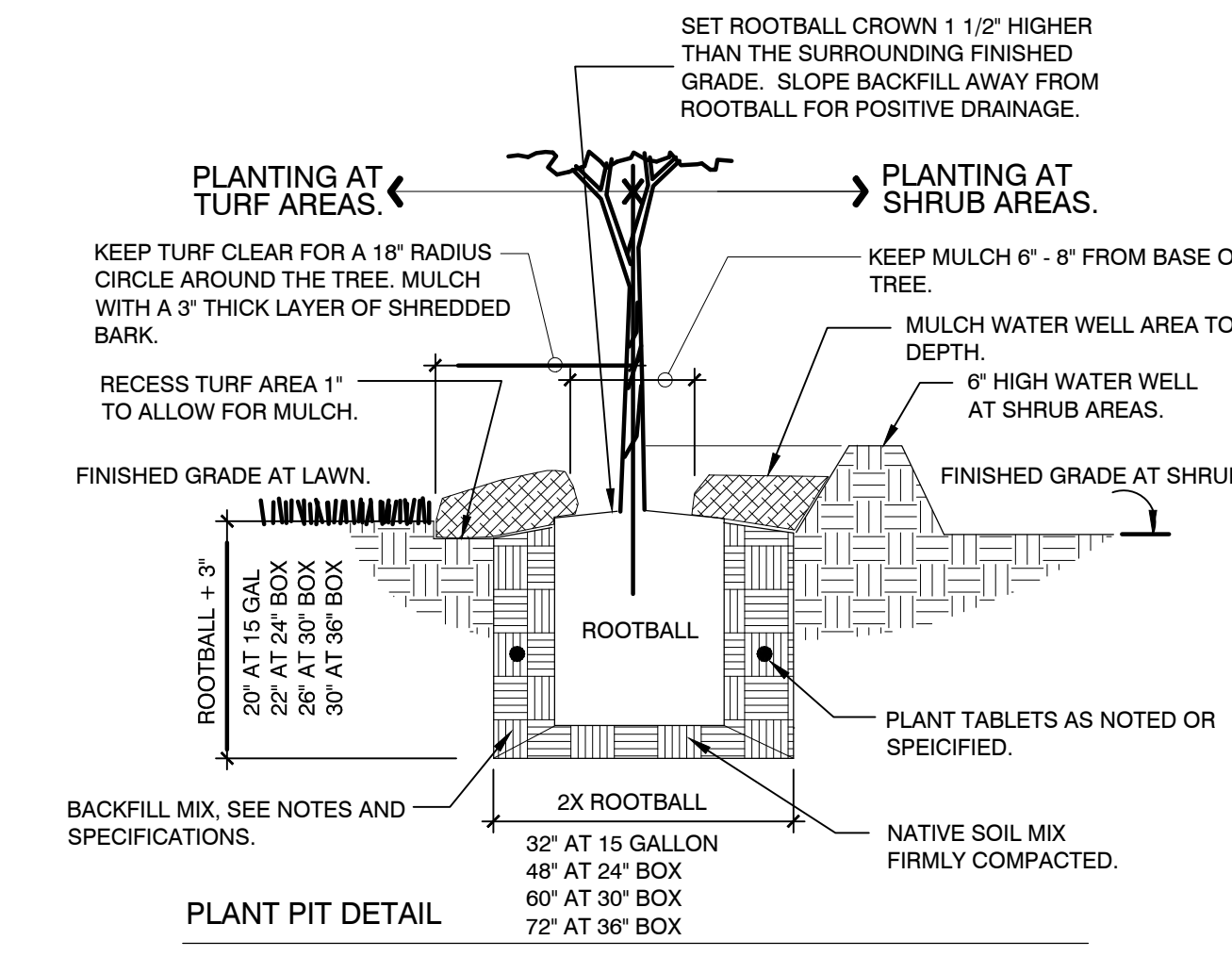


**2 SOLID PANEL WOOD FENCE**  
1" = 1'-0"

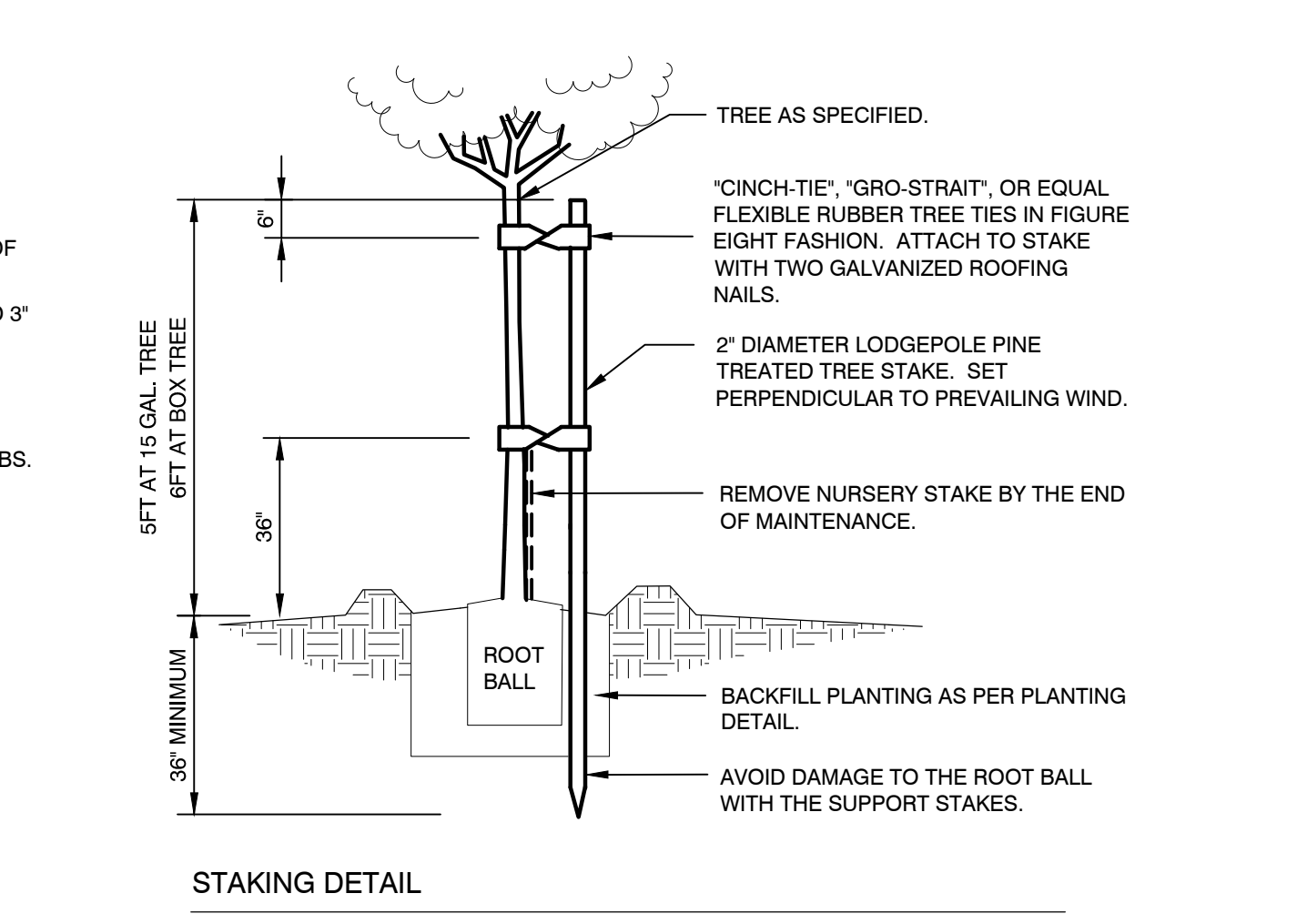
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**PLANTING NOTES**

- LANDSCAPE CONTRACTOR SHALL LAY OUT PLANT MATERIAL PER PLAN AND FACE TO GIVE BEST APPEARANCE OR RELATION TO ADJACENT PLANTS, STRUCTURES OR VIEWS. CONTRACTOR TO OBTAIN APPROVAL FROM ARCHITECT PRIOR TO INSTALLATION.
- PLANT LOCATIONS ARE DIAGRAMMATIC AND MAY BE ADJUSTED IN THE FIELD AT THE ARCHITECT'S REQUEST PRIOR TO INSTALLATION. OBTAIN APPROVAL OF PLANT LAYOUT FROM ARCHITECT PRIOR TO PLANTING.
- MULCH AREAS IDENTIFIED ARE TO RECEIVE 80% 2" - 4" RIVER ROCK AND 20% 1 1/2" ROCK MULCH OVER 4 OZ. WEED FABRIC, DEWITT "WEED BARRIER" OR APPROVED EQUAL.
- ALL NEWLY PLANTED MATERIAL SHALL BE THOROUGHLY SOAKED WITH WATER WITHIN 3 HOURS OF PLANTING.
- THIRTY DAYS AFTER PLANTING, CONTRACTOR SHALL RE-STAKE AND STRAIGHTEN TREES AS NECESSARY.
- LANDSCAPE CONTRACTOR SHALL THOROUGHLY LOOSEN ANY COMPACTED SUBGRADES PRIOR TO PLACING TOPSOIL, TO A MINIMUM DEPTH OF 10". ROLL SUBGRADES TO PREVENT SETTLING.
- CONTRACTOR WITH RE-USE EXISTING TOPSOIL FROM SITE AND BRING TO FINISH GRADE WITH 4" OF TOPSOIL IN ALL LAWN AREAS, AND 12" OF TOPSOIL IN ALL PLANTING BED NOT ADJACENT TO BUILDING.
- LANDSCAPE CONTRACTOR SHALL REMOVE SOD, CONTAMINATED SOILS, MISCELLANEOUS WASTE MATERIALS FROM AREAS TO BE PLANTED AND SEEDED. CONTRACTOR SHALL LOOSEN COMPACTED SUBSOILS BY TILLING AND IMPORT NEW TOPSOIL AS REQUIRED TO RESTORE GRADES AND MAINTAIN POSITIVE DRAINAGE AWAY FROM THE BUILDING. VERIFY FINAL LIMITS OF AREAS WITH ARCHITECT PRIOR TO COMMENCING OPERATIONS.
- KEEP ALL PLANT MATERIALS MOIST AND SHADED UNTIL PLANTED.
- NO PLANT MATERIAL SUBSTITUTIONS WILL BE ACCEPTED UNLESS APPROVAL IS GRANTED BY THE ARCHITECT TO THE LANDSCAPE CONTRACTOR PRIOR TO THE SUBMISSION OF BID.
- PLANT MATERIALS TO BE INSTALLED PER PLANT DETAILS.
- PLANT MATERIALS SHALL BE FERTILIZED UPON INSTALLATION WITH DRIED BONE MEAL, OR OTHER APPROVED FERTILIZER MIXED IN WITH THE PLANTING SOIL PER THE MANUFACTURER'S INSTRUCTIONS OR MAY BE TREATED FOR SUMMER AND FALL INSTALLATION WITH AN APPLICATION OF GRANULAR 10-0-5 OF 10 OZ. PER 2.0" CALIPER TREE AND 6 OZ. PER SHRUB.
- PLANTING AREAS RECEIVING ANNUALS SHALL RECEIVE A MINIMUM OF 18" DEPTH OF PLANTING SOIL CONSISTING OF 45 PARTS TOPSOIL, 45 PARTS SCREENED COMPOST AND 10 PARTS SAND.
- PERENNIAL AND SHRUB BEDS ARE TO RECEIVE APPLICATION OF PRE - EMERGENT HERBICIDE (PREEN OR APPROVED EQUAL) FOLLOWED BY 4" DEEP MULCH.
- LANDSCAPE CONTRACTOR SHALL WARRANTY NEW PLANT MATERIAL THROUGH TWO CALENDAR YEARS FROM DATE OF SUBSTANTIAL COMPLETION.
- CONTRACTOR SHALL HAVE SUFFICIENT WATERING EQUIPMENT AND/OR FORCES AVAILABLE TO COMPLETELY WATER ALL PLANT MATERIALS ONCE EACH WEEK THROUGH THE WARRANTY PERIOD. WATERING INTERVALS SHALL BE VARIED AND BASED ON PREVAILING MOISTURE AND WEATHER CONDITIONS.
- NO SOIL IS TO BE PLACED ON TOP OF WEED BARRIER FABRIC.



**3 TREE SINGLE STAKE PLANTING**  
1" = 1'-0"



P-AL-01

ALL WORK SHOWN ON THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DAILY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.  
JILLIAN E. REINER  
DATE: 9/18/2023 LIC. NO. 65390

DATE	REVISION DESCRIPTION	BY

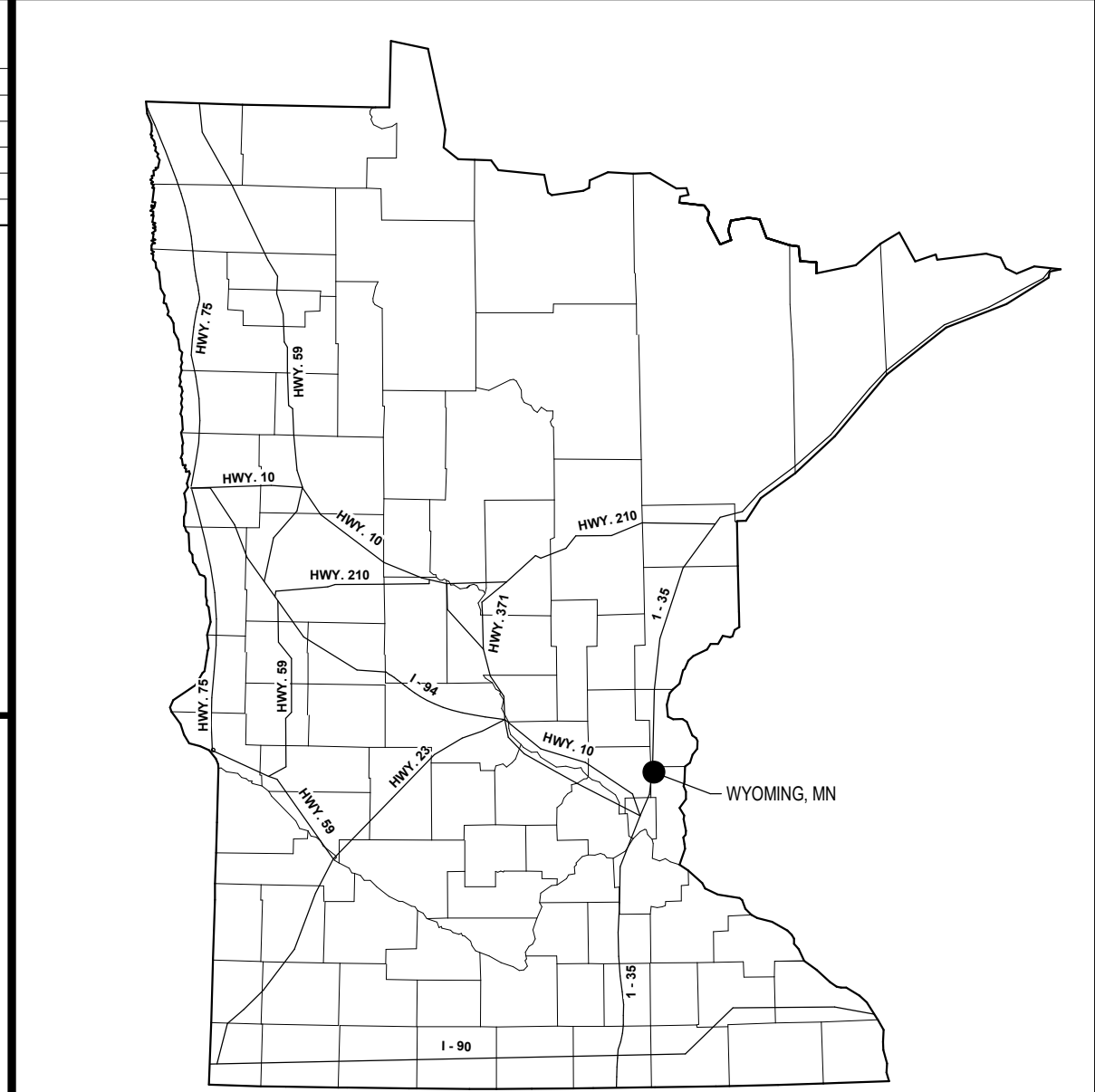
DATE: SEPTEMBER 2023	AS SHOWN	
SCALE:	DRAWN BY: JER	
	CHECKED BY: JER	

ALL SAFE GLOBAL - FENCE AND YARD EXPANSION PROJECT  
26443 FALLBROOK AVE  
WYOMING, MN  
LANDSCAPE DETAILS

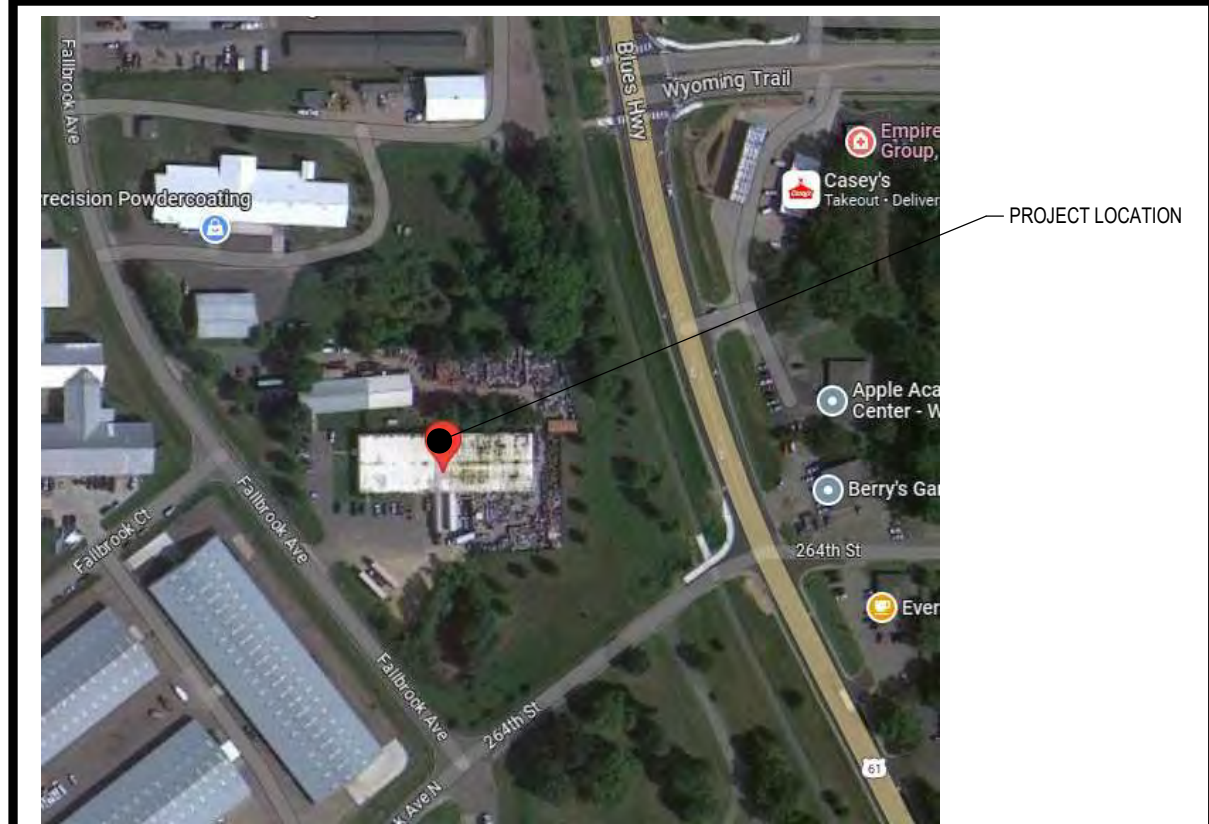
# ALL SAFE GLOBAL - FENCE AND YARD EXPANSION PROJECT

26443 FALLBROOK AVE WYOMING, MN

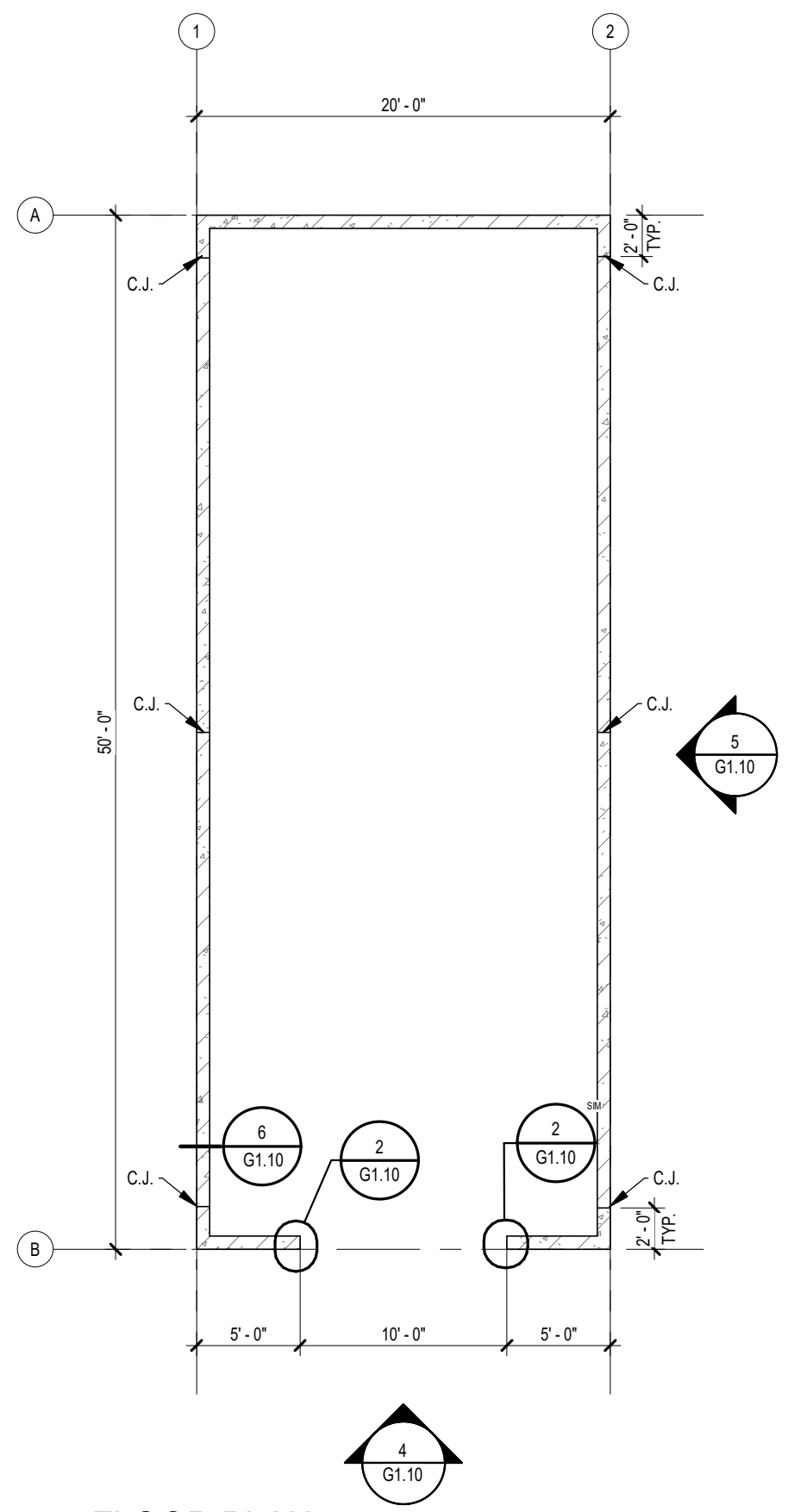
SHEET INDEX	
SHEET #	SHEET NAME
GENERAL	G1.10
G1.10	TITLE SHEET
CIVIL	FIG 1 OUTDOOR STORAGE PLAN
# OF SHEETS: 2	



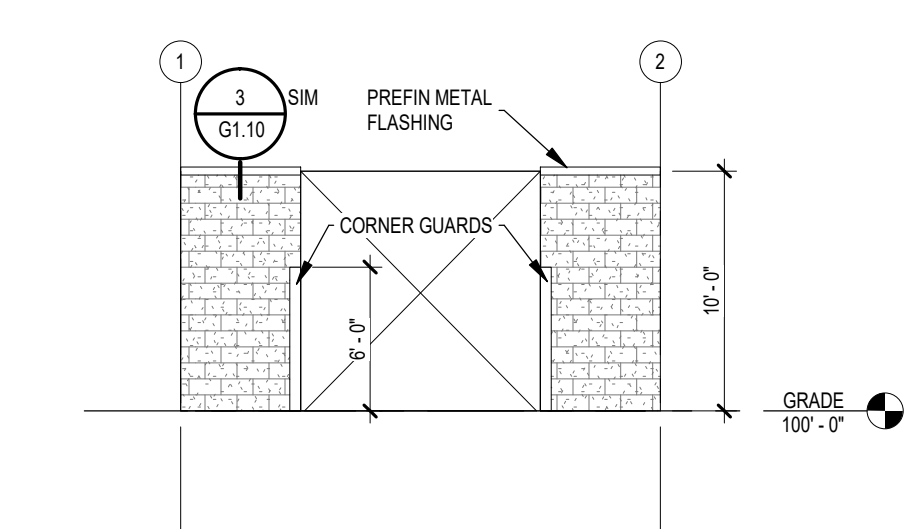
STATE MAP



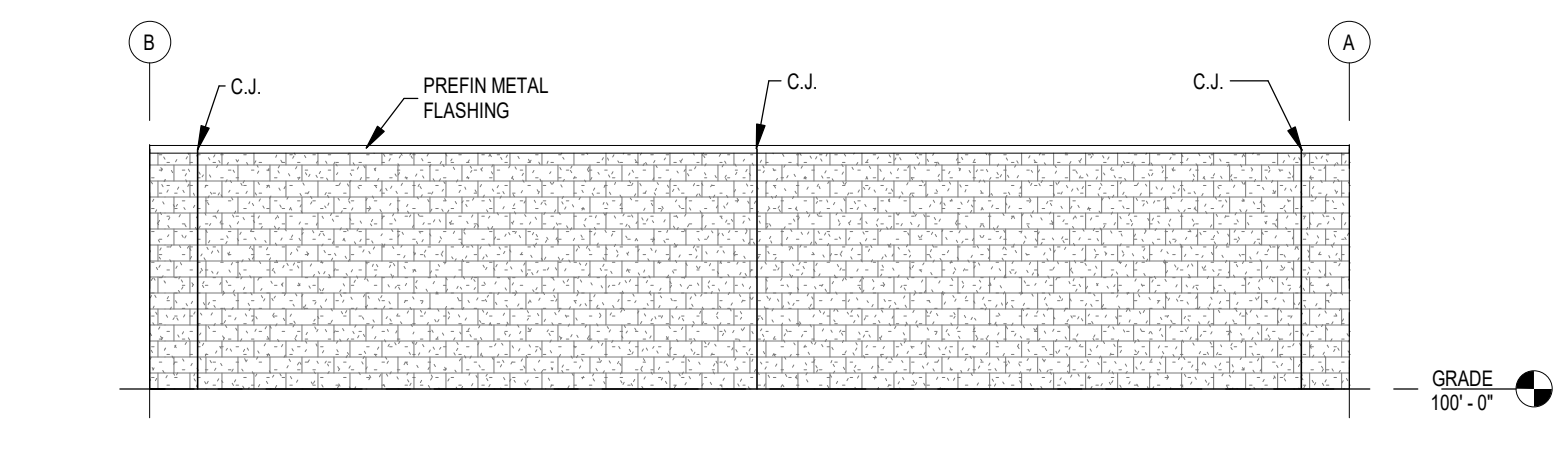
VICINITY MAP



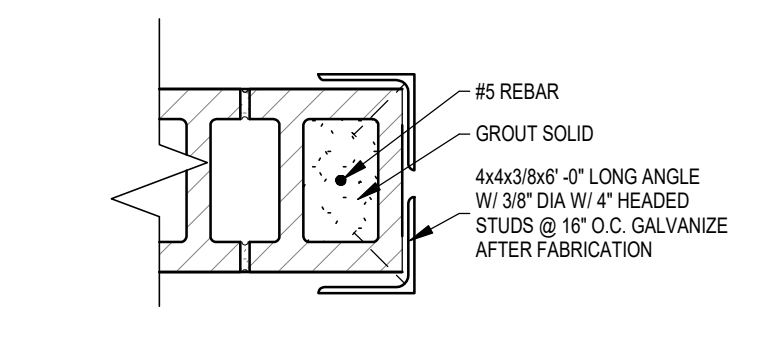
1 FLOOR PLAN  
1/8" = 1'-0"



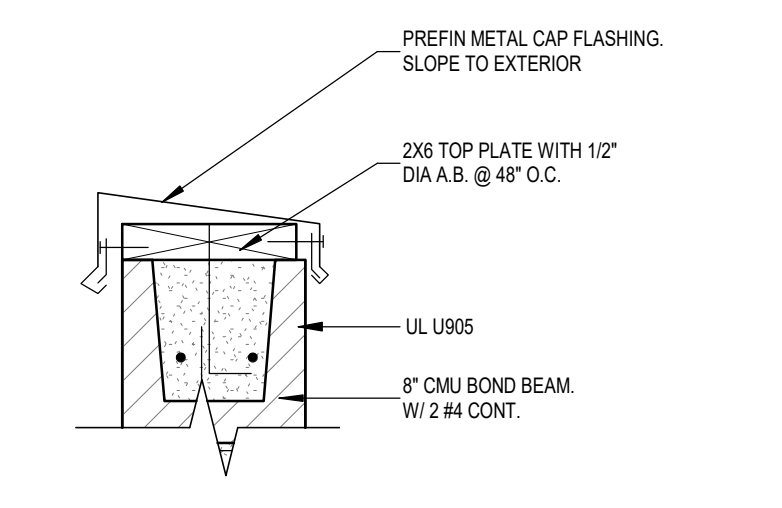
4 FRONT ELEVATION  
1/8" = 1'-0"



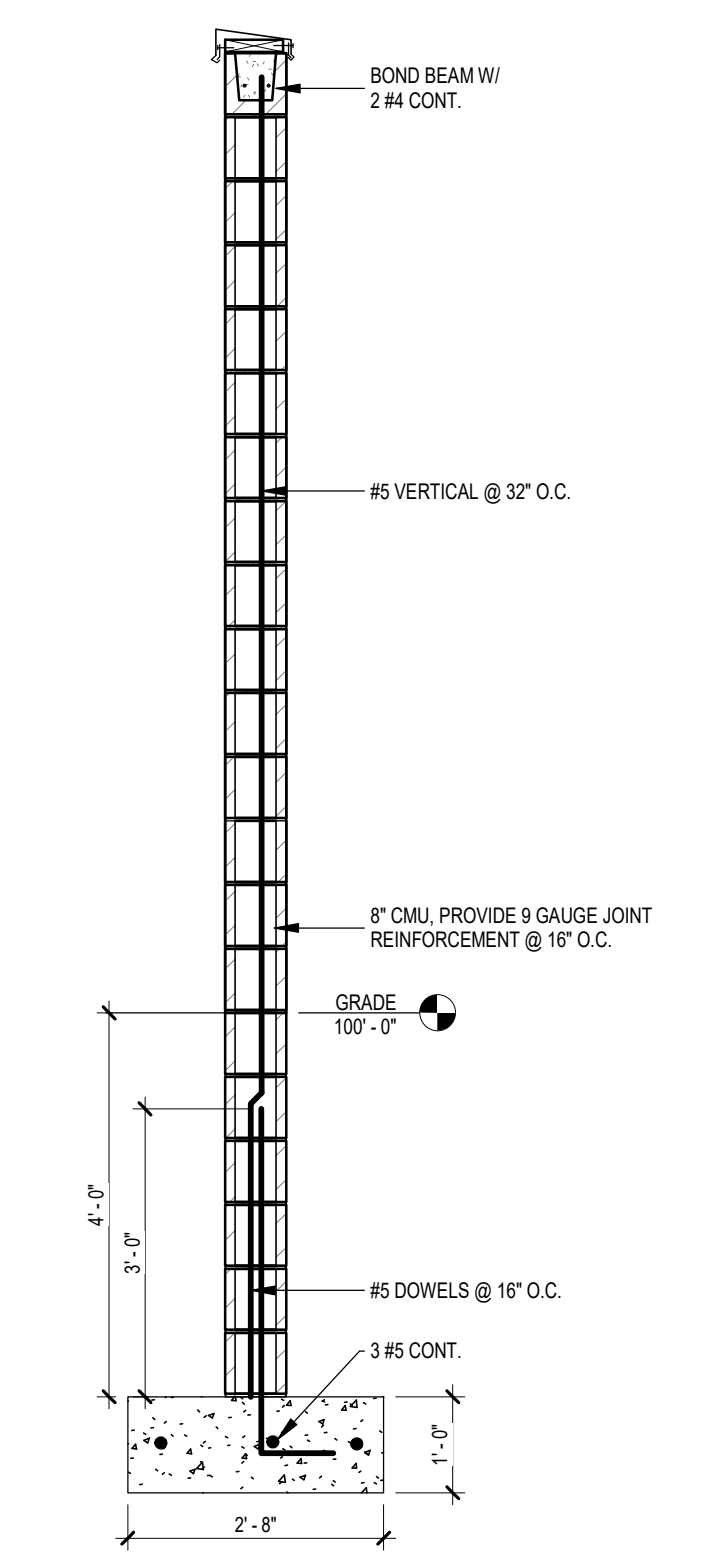
5 SIDE ELEVATION  
1/8" = 1'-0"



2 CORNER GUARD DETAIL  
1 1/2" = 1'-0"



3 TOP OF CMU DETAIL  
1 1/2" = 1'-0"



6 FOUNDATION DETAIL  
1/2" = 1'-0"

**STRUCTURAL NOTES**

- I. DESIGN DATA:
  - A. BUILDING CODES
    1. INTERNATIONAL BUILDING CODE - 2018
    2. MINNESOTA BUILDING CODE - 2020
    3. AMERICAN CONCRETE INSTITUTE 318-11
    4. NMA. SPECIFICATION FOR THE DESIGN & CONSTRUCTION OF LOAD BEARING CONCRETE MASONRY
    5. AMERICAN INSTITUTE OF STEEL CONSTRUCTION, 14th EDITION
    6. CRSI, MANUAL OF STANDARD PRACTICE
    7. PRESTRESSED CONCRETE INSTITUTE (PCI) MNL 116 "MANUAL FOR QUALITY CONTROL FOR PLANTS AND PRODUCTION OF PRECAST CONCRETE PRODUCTS"
  - B. DESIGN LOADS
 

1. WIND LOAD:	EXPOSURE	C
	DESIGN WIND SPEED, ULTIMATE	115 MPH
	RISK CATEGORY	II
  - C. SPECIAL INSPECTION
 

OWNER SHALL EMPLOY A SPECIAL INSPECTION AGENCY TO PROVIDE INSPECTION DURING CONSTRUCTION IN ACCORDANCE WITH SECTION 1704 OF THE IBC. SPECIAL INSPECTOR TO PROVIDE FINAL SIGNED REPORT TO OWNER, BUILDING OFFICIAL, AND STRUCTURAL ENGINEER.

THE FOLLOWING ITEMS REQUIRE SPECIAL INSPECTION:

    3. MASONRY: PERIODIC INSPECTION PER LEVEL 1.
    4. CONCRETE: CONCRETE AND REINFORCEMENT PLACEMENT, CONCRETE STRENGTH, SLUMP, AIR TEST.
- II. SITE WORK:
  - A. SOIL REPORT
    2. DESIGN NET SOIL BEARING CAPACITY IS AS FOLLOWS:
 

a. SPREAD FOOTINGS	2000 PSF
b. STRIP FOOTINGS	2000 PSF
    3. CONTRACTOR TO HAVE BOTTOM OF EXCAVATION INSPECTED BY SOILS ENGINEER PRIOR TO CASTING FOOTINGS TO VERIFY SOIL BEARING CAPACITY.
    4. MINIMUM DEPTH FROM EXTERIOR GRADE TO BOTTOM OF BUILDING PERIMETER FOUNDATION SHALL BE 3'-4" ALL OPEN AIR FOUNDATIONS SHALL HAVE A MINIMUM OF 5'-0" OF FROST PROTECTION.
    5. BACKFILL EVENLY ON EACH SIDE OF WALLS IN 8' LIFTS TO A MINIMUM OF 96% OF THE MAXIMUM STANDARD PROCTOR DENSITY.
    6. FOOTINGS TO BEAR ON UNDISTURBED, UNFROZEN SOIL. FILL BELOW FOOTINGS SHALL BE PLACED IN 8' LIFTS AND COMPACTED TO A MINIMUM OF 96% OF THE MAXIMUM STANDARD PROCTOR DENSITY.
- III. CONCRETE:
  - A. CONCRETE MATERIAL PROPERTIES
 

	FC PSI	SLUMP
	28 DAYS	INCHES
1. CONCRETE PROPERTIES		
a. FOOTINGS, WALLS	3,000 PSI	3" - 4"
b. INTERIOR SLAB ON GRADE	4,000 PSI	3" - 4"
c. EXTERIOR SLAB ON GRADE	4,000 PSI	3" - 4"
  2. ALL EXTERIOR CONCRETE SHALL BE AIR ENTRAINED TO GIVE THE CONCRETE AN AIR CONTENT OF 5% - 8% BY VOLUME.
  3. CONCRETE MIX DESIGNS AND SUPPORTIVE DATA MUST BE SUBMITTED FOR APPROVAL ACCORDING TO ACI 318-11, SECTION 5.3. SEE SPECIFICATIONS FOR MORE INFORMATION.
- IV. MASONRY:
  - A. MATERIAL PROPERTIES
 

	STRENGTH (PSI)	ASTM
1. HOLLOW MASONRY UNITS	1900	C90-N1
2. HOLLOW UNIT MASONRY (ASSEMBLY)	1350 fm	
3. GROUTED HOLLOW UNIT MASONRY (ASSEMBLY)	1500 fm	
6. MORTAR TYPE S (LOAD BEARING BLOCK)	1800 mo	C270
7. GROUT	2000 mo	C476
8. REINFORCING BARS	60,000 mo	A615
9. COLD DRAWN STEEL WIRE	70,000 mo	A82
  - B. GENERAL MASONRY
    1. DESIGN IS BASED ON INSPECTED VALUES AS PUBLISHED IN THE "BUILDING CODE REQUIREMENTS FOR CONCRETE MASONRY STRUCTURES" (ACI 530-02/ASCE 5-02)
    2. ALL HOLLOW UNIT BLOCK COMPRESSION TEST STRENGTHS REQUIRED TO ACHIEVE THE  $f_m$  STATED ABOVE SHALL BE ACCORDING TO "SPECIFICATIONS FOR MASONRY STRUCTURES" (ACI 530-1-02/ASCE 6-02) BASED ON STRENGTHS BY THE UNIT STRENGTH METHOD SECTION 1.6.
    3. MASONRY WALLS SHALL HAVE CONTROL JOINTS AT A MAXIMUM OF 30'-0" UNLESS NOTED OTHERWISE.
    4. PROVIDE STANDARD 90° HOOK DOWELS BETWEEN FOUNDATIONS AND WALLS EQUAL TO THE SIZE AND SPACING OF THE VERTICAL REINFORCING UNLESS NOTED OTHERWISE.
    5. PROVIDE 9 GA. HORIZONTAL JOINT REINFORCEMENT EVERY COURSE IN STACK BOND WALLS AND EVERY OTHER COURSE IN RUNNING BOND WALLS.
    6. REINFORCEMENT SPLICES SHALL BE A MINIMUM OF 48 BAR DIAMETERS FOR TENSION SPLICES AND 30 BAR DIAMETERS FOR COMPRESSION SPLICES. ALL SPLICES SHALL MEET TENSION REQUIREMENTS UNLESS NOTED OTHERWISE.
    7. PROVIDE CONTINUOUS BOND BEAM REINFORCEMENT WITH TWO #4 BARS, OR AS NOTED. DISCONTINUE BARS AT CONTROL JOINTS, UNLESS NOTED OTHERWISE.

**GENERAL FLOOR PLAN NOTES:**

- ALL INTERIOR PARTITION WALLS ARE METAL STUDS @ 16" O.C. WITH 5/8" GWB EACH SIDE (U.N.O.)
- DISCREPANCIES SHALL BE BROUGHT TO THE ARCHITECTS ATTENTION IMMEDIATELY
- ALL PIPING, CONDUITS, AND RELATED MECHANICAL AND ELECTRICAL ITEMS SHALL BE CONCEALED WITHIN DRYWALL FURRING AS REQUIRED IN FINISHED AREAS WHETHER SHOWN ON DRAWINGS OR NOT (U.N.O.)
- PROVIDE METAL PLATE BACKING AND/OR TREATED WOOD BLOCKING IN WALLS WHERE WALL-MOUNTED EQUIPMENT IS SHOWN ON PLANS OR ELEVATIONS. VERIFY HEIGHT AND LENGTH WITH ACTUAL EQUIPMENT.
- ALL MECHANICAL EQUIPMENT PADS TO BE 4" HIGH U.N.O. LENGTH AND WIDTH OF PADS TO BE VERIFIED BY CONTRACTOR.
- ALL DIMENSIONS ARE CLEAR FROM THE CENTER OF WALL/PARTITION, TO CENTER OF WALL/PARTITION. SEE PARTITION TYPES FOR ACTUAL THICKNESS OF PARTITIONS. MASONRY WALLS ARE DIMENSIONED TO THE NOMINAL FACE.
- ALL EXTERIOR DIMENSIONS ARE TO THE FACE OF STUD. ALL INTERIOR DIMENSION ARE TO THE CENTER OF THE WALL (U.N.O.)
- PATCH ALL HOLES IN SURFACES WHERE EQUIPMENT HAS BEEN REMOVED OR DEMOLITION HAS OCCURRED. PREPARED SURFACES AS REQUIRED FOR NEW FINISHES. PATCH TO MATCH ADJACENT SURFACE IF NOT SCHEDULED.
- ALL FLOOR OPENINGS AND DEPRESSIONS IN THE WORK SHALL BE FILLED OR CLOSED U.N.O. WITH MATERIALS TO MATCH ADJACENT SURFACES. FINISHES ARE FIRE RATED.

**DESIGN TEAM:**

**ARCHITECTURAL:** Wisdeth Smith Nolting & Assoc.  
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**STRUCTURAL:** Wisdeth Smith Nolting & Assoc.  
610 Fillmore St  
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Contact: KENT ROHR  
Phone: (320) 335-5012

PROJECT NAME: ALL SAFE GLOBAL - FENCE AND YARD EXPANSION PROJECT  
PROJECT ADDRESS: 26443 FALLBROOK AVE WYOMING, MN  
PROJECT #: 2023-10167

**WIDSETH**  
ARCHITECTS ■ ENGINEERS ■ SCIENTISTS ■ SURVEYORS

REVISIONS		
#	DESCRIPTION	DATE

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.

*Kent Rohr*  
KENT ROHR 2023-07-20 LIC#: 21179

HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

*Diana J. Hlebichuk*  
DIANA J. HLEBICHUK 2023-07-20 LIC#: 44719

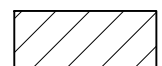


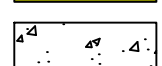
DATE: 2023-07-20  
SHEET NO. **G1.10**

PERMIT SET

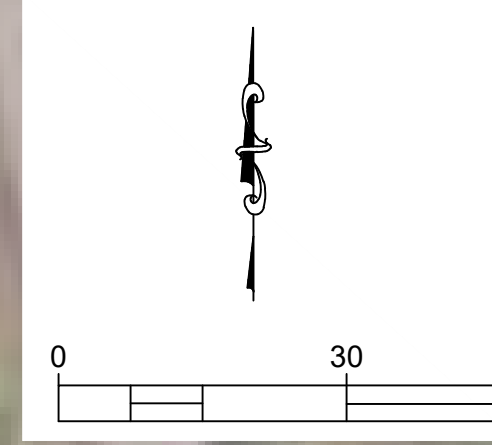
SITE: PARID: 21.00054.00  
 26443 FALLBROOK AVE  
 WYOMING, MINNESOTA 55092  
 ZONE: INDUSTRIAL

OWNER: MORGAN INDUSTRIES INC & C/O ALL SAFE INC  
 26443 FALLBROOK AVE  
 WYOMING, MN 55092  
 CONTACT: JONATHON PETERSON  
 EMAIL: JPETERSON@ALLSAFE.NET  
 PH: (866) 958-3473

**LEGEND**

-  PROPOSED STORAGE AREA (SEE PLAN FOR DETAILS)
-  PROPOSED OUTDOOR CONTROL AREA (FLAMMABLE STORAGE AREA)
-  PROPOSED FORKLIFT ACCESS AISLE
-  PROPOSED WALKWAY AISLE

**NOTES**  
 SEE ARCHITECTURAL PLANS FOR OUTDOOR STORAGE AREA STRUCTURE DETAILS.



**WIDSETH**  
 ARCHITECTS • ENGINEERS • SURVEYORS

DATE:	11/16/2023
REVISIONS DESCRIPTION	
BY:	FEB
PLANNING COMMISSION CONDITIONS	

DATE:	SEPTEMBER 2023
AS SHOWN	
DRAWN BY:	FEB
CHECKED BY:	TMH
JOB NUMBER:	2023-10167

ALL SAFE GLOBAL - FENCE AND YARD EXPANSION PROJECT  
 26443 FALLBROOK AVE  
 WYOMING, MN

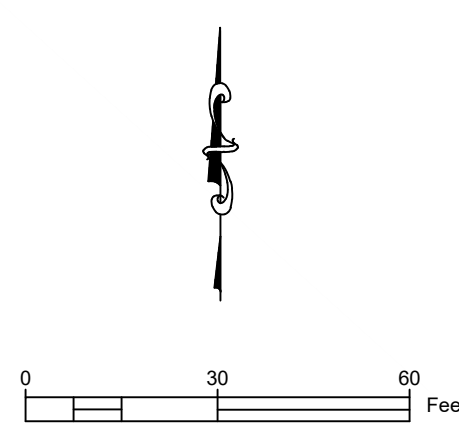
**OUTDOOR STORAGE PLAN**

SHEET NO. **FIG. 1**

**SITE:** PARID: 21.00054.00  
 26443 FALLBROOK AVE  
 WYOMING, MINNESOTA 55092  
 ZONE: INDUSTRIAL

**OWNER:** MORGAN INDUSTRIES INC & C/O ALL SAFE INC  
 26443 FALLBROOK AVE  
 WYOMING, MN 55092  
 CONTACT: JONATHON PETERSON  
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**CIVIL ENGINEER:** WIDSETH (WIDSETH SMITH NOLTING)  
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 WYOMING, MN 55092  
 CONTACT: FRANK BRODEEN, PE  
 EMAIL: FRANK.BRODEEN@WIDSETH.COM  
 PH: (651)-358-2345



**WIDSETH**  
 ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DATE	REVISION DESCRIPTION	BY

DATE: OCTOBER 2023	AS SHOWN
SCALE: FEB	TMH
DRAWN BY:	CHECKED BY:
JOB NUMBER: 2023-10167	

ALL SAFE GLOBAL - FENCE AND YARD EXPANSION PROJECT  
 26443 FALLBROOK AVE  
 WYOMING, MN  
 TRUCK TURNING MOVEMENTS - EXISTING LOADING DOCK

SHEET NO.  
**FIG. 2**

**CAUTION** ALL UNDERGROUND AND OVERHEAD UTILITY LOCATIONS SHOWN ARE APPROXIMATE. THERE MAY BE ADDITIONAL UNDERGROUND AND OVERHEAD UTILITIES NOT SHOWN ON THE PLAN THAT MAY BE REQUIRED TO BE REMOVED. IT IS THE CONTRACTORS RESPONSIBILITY TO REQUEST A GOPHER STATE ONE CALL PRIOR TO THE START OF ANY CONSTRUCTION AND COORDINATE ALL WORK WITH THE RESPECTIVE UTILITY COMPANIES.

HALLBERG INC.  
 26327 FALLBROOK AVE  
 WYOMING, MN 55092  
 PID: 21.00233.00

HALLBERG INC.  
 5311 264TH ST  
 WYOMING, MN 55092  
 PID: 21.00233.00

HALLBERG INC.  
 PID: 21.00043.00

**APPROVED MINUTES  
PLANNING COMMISSION  
CITY OF WYOMING, MINNESOTA  
OCTOBER 10, 2023  
7:00PM**

**CALL TO ORDER:**

*Planning Commission Chairman Lobermeier called the Regular Meeting of the Wyoming Planning Commission for October 10, 2023 to order at 7:00 PM*

**CALL OF ROLL:**

*On a Call of the Roll the following members of the Wyoming Planning Commission were present: Mark Lobermeier, Michael Naumann, Katie West, and Dan Iverson*

*ABSENT: Commissioner Mark Holl*

*Also Present: Fred Weck Zoning Administrator, City Planner Kim Lindquist, and Council Liaison Lisa Iverson*

**DETERMINATION OF A QUORUM:**

**PLEDGE OF ALLEGIANCE:**

**OPEN FORUM: NONE**

**APPROVAL OF MINUTES:**

- 1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota Planning Commission for September 12, 2023**

**A MOTION WAS MADE BY COMMISSIONER IVERSON, SECONDED BY COMMISSIONER NAUMANN, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR SEPTEMBER 12, 2023 AS SUBMITTED.**

*Voting Aye: Naumann, West, Iverson, and Lobermeier  
Voting Nay: None  
Abstain: None  
Absent: Holl*

**SCHEDULED PUBLIC HEARINGS:**

**NEW BUSINESS**

- 2. Conditional Use Permit C-23-002 and Site Plan Review SP-23-003**  
Location: 26443 Fallbrook Avenue  
Applicant: All Safe Global  
Owner: Morgan Industries, Inc.  
Property ID Numbers: 21.00054.00 and 21.00231.00

City Planner Lindquist gave a presentation outlining the request for expansion of exterior storage at 26433 Fallbrook Avenue. She explained that there are really 4 parcels that function as one

property. She noted that they had included a condition of approval that the applicant enter into a Development Agreement with the City in order to recognize that the 4 parcels function as one and explained that this means that the properties cannot be sold independently without coming into compliance. She reviewed the site and noted that it is zoned for industrial and has a CUP for exterior storage, but the property is designated as commercial. She noted that one other condition is for fencing to ensure that there are no materials visible above the fence height. She reviewed details of the planned infiltration basin, the easement necessary around the wetland, landscaping, and open space on the property. She explained that staff is recommending approval subject to the conditions included in the staff report.

Zoning Administrator Weck noted that there may be an additional condition added related to requirements from the fire marshal due to some recent incidents in the area.

Commissioner Iverson asked about item #5 within the staff recommendation of fencing up to 6 feet high and noted that the fencing right now looks like it is closer to 8 feet in height.

Building Official Weck stated that he wasn't sure and noted that they could go up to 8 feet in industrial district.

Commissioner Iverson stated that he thought may also help with items being visible. He stated that the fencing will be close to the downtown area and asked if they could add some type of architectural interest to the fence since it will be so visible. He stated that this is adjacent to the downtown area and there have been many conversations about improving the aesthetics of the downtown areas and suggested that it could even be something such as bump-ins every so often along the fence in order to change it from a linear wall of fencing.

City Planner Lindquist stated that they could do something to break it up visually and suggested shrubbery rather than coming up with a way to change the color or material of the fencing.

Commissioner Iverson reiterated his suggestion that there be some type of bump-ins every 50 feet or so, that the line of fencing is broken up. He noted that it would add an area of interest and they could add a shrub at that bump-in point. He reiterated that he was trying to get away from having a straight, 200 foot line of fencing, especially with its proximity to downtown.

Chair Lobermeier clarified that this is guided for commercial use and asked if this was the southerly tip of what the City had as the commercial zone.

City Planner Lindquist stated that was correct.

Chair Lobermeier asked about the setbacks for industrial and if the fences were right on the property lines.

Building Official Weck stated that the fences can be right on the property lines.

Chair Lobermeier asked why type of fire suppression vehicle would be able to access the access aisles. He asked if the fire chief had reviewed the proposal for those types of questions.

Building Official Weck explained that part of the orders from the State Fire Marshal were to have access aisles that would be usable.

Glen Wedll, All Safe Global, explained that they were looking to expand because of their incident last spring where fire trucks could not get to the back of the property. He stated that they want access for fire trucks and explained that moving the fence back will allow them to have that access. He noted that it will also help them bring their piles down and explained that they have grown and are taking in a lot of recycling. He explained that their proposal will also allow them to segregate some of those materials so the site is better organized. He stated that they would like to add some curb appeal with the new fence and landscaping.

Commissioner West stated that she lives nearby and asked what is stored on the property and how high is currently was above the fence line.

Mr. Wedll stated that he believes it is about 3 feet above the fence line in some places. He explained that they are storing cylinders and noted that they recertify high pressure cylinders. He noted that they usually don't store the gases, but some of the recycling comes in with gases in it, so they empty them out.

Commissioner West asked if they would be willing to bring all the fencing up to 8 feet tall, if it was approved. She stated that she felt that curb appeal was a big deal and noted that this is the entrance into the business district. She explained that she supported the idea shared by Commissioner Iverson for some bump-ins and landscaping along the fence line and asked Mr. Wedll if that was something they would be willing to do.

Mr. Wedll stated that they could look into it and noted that it would add to the cost.

Commissioner Naumann asked if the fence height of 6 feet versus 8 feet would make a big difference in what people would be able to see.

Mr. Wedll explained that if the fence was moved out, they would not stack above the fence line like they have been doing currently. He stated that the material will be below the fencing whether it is 6 feet or 8 feet high.

Commissioner Naumann asked if there were flammable materials within the pressurized cylinders.

Mr. Wedll stated that most of the service ones are empty when they come in, but the recycling ones sometimes do have gases in them. He reiterated that they take out the gases and then recycle the cylinders. He noted that since the fire last spring, they have worked with OSHA and have been following their recommendations.

Commissioner Naumann asked if there was security at the facility.

Mr. Wedll stated that they do have cameras all around the building with data kept on a hard drive.

Commissioner Naumann asked about the communications between this business and the City regarding the priority of places that could potentially be harmful if threatened or breached.

Mr. Wedll noted that an 8 foot fence could also help in that situation.

Commissioner Iverson stated that a lot of stuff is visible in looking at the aerial photo.

Mr. Wedll stated that he agreed that they have a lot of stuff and noted that they are trying to shed some of those items. He stated that they just purchased a shredder and have been working on shredding some of those items.

Commissioner Iverson asked if there was any material on site that would pose a threat to the groundwater.

Mr. Wedll stated that it would not because it was all gases and would escape to the air.

Commissioner Iverson reiterated that because of the location of the trail and the road, he appreciated the thought behind getting the material down below the fence. He stated that if an 8 foot fence is what is needed to keep that sight line for people traveling by, then that is what he would recommend.

Chair Lobermeier stated that because the material comes in and stays for quite a while he thinks of it more as a storage facility than a recycling facility.

Mr. Wedll stated that the recycled stuff does sit for a while and takes a long time to go through it. He explained that they use their labor as fill-in work to take care of the recycling and reiterated that over the last month they have made a concerted effort to get some of it out of there.

Chair Lobermeier asked how long some of the material stays on site.

Mr. Wedll stated that they have about 10 months of recycling sitting there.

Chair Lobermeier asked if they had projected when they may be at capacity at this site.

Mr. Wedll stated that they are currently at capacity, but does not know if they have made those calculations for the expansion.

Frank Brodeen, Civil Engineer, Widseth, stated that to address the possible nefarious acts brought up earlier, he wanted to point out that in the outdoor storage plans, and they are proposing to construct 3 flammable control areas that will be made of precast concrete block. He stated that the plan is to store the canisters that come in with gas in them inside if those areas.

**MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER NAUMANN, TO OPEN THE PUBLIC HEARING.**

*Voting Aye: Naumann, West, Iverson, and Lobermeier*  
*Voting Nay: None*  
*Abstain: None*  
*Absent: Holl*

**MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER IVERSON, TO CLOSE THE PUBLIC HEARING.**

*Voting Aye: Naumann, West, Iverson, and Lobermeier*  
*Voting Nay: None*  
*Abstain: None*  
*Absent: Holl*

Commissioner West stated that her thoughts mirror what Commissioner Iverson was saying about this being the entrance into the business district. She stated that this is important because they are really trying to turn their downtown area into something nice. She stated that she would support having some architectural details or a higher fence along with adding some shrubs.

Commissioner Iverson stated that he supports all the recommendations included in the staff report.

Chair Lobermeier asked if he would rather see an 8 foot high fence rather than 6 feet high.

Commissioner Iverson confirmed that he would like to see an 8 foot fence rather than a 6 foot and reiterated that he believes the fencing is already 8 feet high.

Chair Lobermeier stated that it is not entirely visible right now and his hope is that it will not become any more visible. He stated that this is guided for commercial and at some point they will have to take a look at that, but understands the potential for expansion. He stated that his hope was that this expansion would improve the 'invisibility' of the site, but also the safety, for example things like the recent fire issues.

Commissioner West stated that the fire last spring was very large and she could see it from her deck. She asked if they could add in what they are already doing as part of the conditions with the precast block mentioned by the engineer.

Building Official Weck explained that was a requirement that they have to do and it comes from the fire marshal. He noted that the original conditions from the CUP should also remain valid.

Commissioner West stated that she was happy to hear about the requirements from the fire marshal because she has little kids and is close by.

Chair Lobermeier asked about fire suppression equipment on the site.

Zoning Official Weck reviewed the original permit language.

City Planner Lindquist stated that she thinks the City is interested in maintaining this site to the best of its ability. She noted that the concern about future expansion because they are taking in more equipment than they are putting back out is something they have some control over, so they will need to control their inventory so it I not just continue to stack up and move towards another expansion.

Commissioner Iverson asked about possible landscaping options with the fence and suggested that it be included as a condition.

**MOTION BY COMMISSIONER LOBERMEIER, SECONDED BY COMMISSIONER NAUMANN, TO RECOMMEND APPROVAL OF CONDITIONAL USE PERMIT C-23-002 WITH 16 CONDITIONS, AS DISCUSSED (CONDITIONS: 1-4 AS THEY APPEAR IN STAFF REPORT; 5 - AMENDED TO INCREASE THE HEIGHT OF THE FENCE TO 8 FEET; AND THAT FENCING INCLUDE BUMP-INS AND BUMP-OUTS FOR PLANTINGS; 6-14 AS LISTED; 15 – APPLICANT SHALL STAY IN COMPLIANCE WITH ALL APPLICABLE REGULATIONS AND REQUIREMENTS OF THE MINNESOTA STATE FIRE MARSHAL FOR SAFE OPERATION OF THE FACILITY; AND 16 – THAT ALL OF THE CONDITIONS OF THE ORIGINAL CUP WOULD CONTINUE TO APPLY); AND APPROVE SITE PLAN REVIEW SP-23-003 LOCATED AT 26443 FALLBROOK AVENUE FOR APPLICANT: ALL SAFE GLOBAL, AND OWNER: MORGAN INDUSTRIES, INC., FOR PROPERTY ID NUMBERS: 21.00054.00 AND 21.00231.00**

City Planner Lindquist suggested that they modify the language of #11 to specifically add language addressing the shrubbery and fencing.

*Voting Aye: Naumann, West, Iverson, and Lobermeier*  
*Voting Nay: None*  
*Abstain: None*  
*Absent: Holl*

### **OLD BUSINESS:**

#### **3. Architectural Standards Definitions**

Zoning Administrator Weck noted that he had come up with a number of definitions and reviewed some of the information he had gathered.

Chair Lobermeier noted that the Commission had discussed in the past LP material versus other types and asked if it should be included in the list.

Commissioner West noted that LP material is common and is frequently used.

Zoning Administrator Weck asked if the Commission wanted to do any shuffling of materials.

City Planner Lindquist suggested the idea that if a property is on the edge or in a transition area, for example, a business near a residential area that the City could then allow more residential type materials because it may be more complementary.

Chair Lobermeier noted that he thought that was a great suggestion.

Commissioner West agreed and stated that she agreed that it made a lot of sense.

City Planner Lindquist stated that in her mind residents would appreciate it more as well.

Chair Lobermeier suggested that it be written in a way to say that the City 'may' consider complementary materials. He reiterated that if fiber cement was no long the correct terminology that should be changed to LP. He referenced Section 40-451 which stated that any applicant 'may' request a meeting and asked if that should say 'must' so it doesn't seem optional.

The Commission discussed changing the wording to state that a meeting is 'recommended' with staff.

Chair Lobermeier referenced Section 40-458 and asked if that should be up front before many of the other categories.

Zoning Administrator Weck stated that he thinks that is a good idea. He stated that he will pull together a final draft for Commission review at a future meeting with the idea of the public hearing being held on November 28, 2023.

**COMMUNICATIONS:**

**UPDATES:**

**A MOTION WAS MADE BY COMMISSIONER WEST, SECONDED BY COMMISSIONER NAUMANN, TO ADJOURN THE OCTOBER 10, 2023 "REGULAR MEETING" OF THE WYOMING, MINNESOTA PLANNING COMMISSION AT 7:53 PM.**

*Voting Aye: Naumann, West, Iverson, and Lobermeier*  
*Voting Nay: None*  
*Abstain: None*  
*Absent: Holl*

RESERVED FOR RECORDING DATA

**RESOLUTION NO. 23-12-133**

**RESOLUTION APPROVING AN AMENDMENT TO THE EXISTING CONDITIONAL USE  
PERMIT FOR THE EXPANSION OF EXTERIOR STORAGE IN THE INDUSTRIAL DISTRICT  
AT  
26443 FALLBROOK AVENUE  
PROPERTY ID NUMBERS: 21.00054.00 & 21.00231.00**

**WHEREAS**, the City of Wyoming is a political subdivision, organized and existing under the laws of the State of Minnesota; and,

**WHEREAS**, the City Council of the City of Wyoming has adopted zoning and subdivision regulations, per Ordinances 2009-4 and 2010-08, including subsequent amendments, to promote the orderly, economic and safe development and utilization of land within the City; and,

**WHEREAS**, Jonathon Peterson of All Safe Global has requested approval of an amendment to the site's Conditional Use Permit to expand the exterior storage area on property legally described as:

That part of the North Half of the Southeast Quarter, Section 19, Township 33 North, Range 21 West, and that part of Block 4, Java Avenue and Forest Lake Road, all in "ROGER'S ADD.", all in Chisago County, Minnesota described as follows:

Commencing at the East Quarter corner of said Section 19; thence South 1 degree 05 minutes 37 seconds West, assumed bearing along the east line of said Section 19, a distance of 481.21 feet, to the south line of the North 481.00 feet of said North Half of the Southeast Quarter and the point of beginning; thence South 89 degrees 23 minutes 35 seconds West, along said south line, a distance of 473.78 feet, to a Judicial Landmark set, on the northeasterly right of way line of Fallbrook Avenue; thence South 37 degrees 32 minutes 13 seconds East, along said northeasterly right of way line, a distance of 580.45 feet, to a Judicial Landmark set on the center line of 264th Street (F.K.A. County State Aid Highway No. 84); thence North 52 degrees 29 minutes 32 seconds East along said center line, a distance of 100.07 feet, to a Judicial Landmark set at the point of intersection with a line drawn northerly parallel with the east line of said Section 19 from a point on the south line of said North Half of the Southeast Quarter distant 33.00 feet westerly of the southeast corner thereof; thence South 01 degrees 05 minutes 37 seconds West, along said parallel line a distance of 31.61 feet, to a Judicial Landmark set, at a point distant

400.00 feet northerly (as measured along said parallel line) of the south line of said North Half of the Southeast Quarter; thence North 80 degrees 50 minutes 03 seconds East, a distance of 33.54 feet, to a Judicial Landmark set on the east line of said Section 19, at a point distant 405.00 feet Northerly of the southeast corner of said North Half of the Southeast Quarter, thence North 01 degree 05 minutes 37 seconds East along said east line, a distance of 94.21 feet, to a Judicial Landmark set on the northwesterly right of way line of said 264th Street (F.K.A. County State Aid Highway No. 84); thence North 52 degrees 29 minutes 32 seconds East along said northwesterly right of way line, a distance of 199.51 feet to a Judicial Landmark set on the northeasterly right of way line of Forest Lake Road; thence northwesterly along said right of way line and along the northeasterly line of said Block 4, to a Judicial Landmark set, on the easterly projection of the south line of said North 481.00 feet of the North Half of the Southeast Quarter; thence South 89 degrees 23 minutes 35 seconds West along said easterly projection to the point of beginning.

**WHEREAS**, on September 12, 2023, the Planning Commission held a public hearing in accordance with the Ordinance and laws of the State of Minnesota; and,

**WHEREAS**, the City Council and Planning Commission have reviewed the application, as submitted, and have made the following findings of fact:

1. The use is in conformity with the Comprehensive Plan and development policies of the City.
2. The use will not create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.
3. The use will be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development will not be depreciated in value and there will be no deterrence to development of vacant land.
4. The structure and site will have an appearance that will not have an adverse effect upon adjacent properties.
5. The use in the opinion of the City is reasonably related to the overall needs of the City and to the existing land use.
6. The use will be consistent with the purpose of this and other City Ordinances.
7. The use will be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it is to be located.
8. The use will generate only minimal vehicular traffic on local streets and shall not create traffic hazards or unsafe access or parking needs.
9. Existing businesses nearby will not be adversely affected because of the curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness.
10. The establishment or maintenance of the use shall not be detrimental to the public, health, safety, or general welfare.
11. The use will not be hazardous, detrimental, or disturbing to present and potential surrounding land use due to water pollution, odor, fumes, general unsightliness or other nuisances.
12. The use will preserve and incorporate the site's important natural and scenic features into the development design.
13. The use will cause minimal adverse environmental effects.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Wyoming hereby **GRANTS** the Conditional Use Permit, as requested by the applicant with the following conditions:

1. The applicant obtain all applicable permits for grading, gravel placement, fence installation, and construction of the infiltration basin prior to commencement of construction.
2. The applicant shall enter into a Development Agreement with the City of Wyoming that recognizes that the four development parcels function like one parcel for purposes of zoning and performance standards and land use. This also means that the properties cannot be sold independently unless the owner brings each individual parcel into compliance prior to sale.
3. The applicant must install erosion control prior to any construction and provide a wetland protection and management plan as part of the final plan.
4. The applicant must meet the Wetland Protection Act standards.
5. The applicant shall install screening up to 6' in height that contains more bump-outs and bump-ins than the November 2023 plans, for plantings and to provide visual relief and is appropriately designed and treated to complement the existing building and surrounding parcels and the fencing is consistently maintained.
6. No storage of materials or equipment may exceed the 6' fencing height so that no material can be viewed from any public view or from the adjoining properties. This requirement is for the entire site which includes all four parcels covered by the Development Agreement.
7. The applicant shall modify the plans to address all of the engineer's redline comments prior to issuance of a grading permit as needed.
8. Any future expansion beyond the proposed gravel area is subject to a site plan review.
9. The applicant shall provide a fire sprinkler evaluation for building #3 for review and approval and address any additional Fire Marshal concerns prior to issuance of a grading permit for the outdoor expansion.
10. The applicant shall revise the landscape plan to include grasses or other natural vegetation around the existing wetland to provide natural filtration for stormwater prior to collection within the wetland. The landscape mix shall be approved by the City prior to issuance of a grading permit. All proposed plantings shall be included in the plant schedule. The applicant is responsible for the replacement of any trees transplanted and must replace the plantings if they do not survive.
11. A portion of the area south of the parking lot, immediately adjacent to Fallbrook Avenue, which is used for overflow parking and materials storage shall be restored to open space with appropriate vegetation. The applicant shall pave a portion needed for truck maneuvering associated to provide access to the loading dock subject to final approval by the City. No parking or storage of materials is permitted in that location or any other place on site except in compliance with the approved plan.
12. The approval includes the potential future gravel area expansion noted on the plans submitted with the cover letter dated September 18, 2023.
13. A drainage and utility easement shall be granted for the infiltration pond and on-site wetland.

14. The Applicant shall stay in compliance with all applicable regulations and requirement of the Minnesota State Fire Marshal for safe operation of the facility.
15. All conditions of the original CUP shall continue to apply to the current proposal.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 5th DAY OF DECEMBER, 2023.**

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Lisa Iverson, Mayor

ATTEST:

This Document Drafted by:  
The City of Wyoming  
26885 Forest Boulevard  
Wyoming, Minnesota 55092

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Robb Linwood, City Administrator

**RESOLUTION NO. 23-12-134**

**RESOLUTION APPROVING A SITE PLAN REVIEW APPLICATION FOR THE EXPANSION OF  
EXTERIOR STORAGE IN THE INDUSTRIAL DISTRICT  
AT  
26443 FALLBROOK AVENUE  
PROPERTY ID NUMBERS: 21.00054.00 & 21.00231.00**

**WHEREAS**, the City of Wyoming is a political subdivision, organized and existing under the laws of the State of Minnesota; and,

**WHEREAS**, the City Council of the City of Wyoming has adopted zoning and subdivision regulations, per Ordinances 2009-4 and 2010-08, including subsequent amendments, to promote the orderly, economic and safe development and utilization of land within the City; and,

**WHEREAS**, Jonathon Peterson of All Safe Global has requested Site Plan Review approval to expand the exterior storage area on property legally described as:

That part of the North Half of the Southeast Quarter, Section 19, Township 33 North, Range 21 West, and that part of Block 4, Java Avenue and Forest Lake Road, all in "ROGER'S ADD.", all in Chisago County, Minnesota described as follows:

Commencing at the East Quarter corner of said Section 19; thence South 1 degree 05 minutes 37 seconds West, assumed bearing along the east line of said Section 19, a distance of 481.21 feet, to the south line of the North 481.00 feet of said North Half of the Southeast Quarter and the point of beginning; thence South 89 degrees 23 minutes 35 seconds West, along said south line, a distance of 473.78 feet, to a Judicial Landmark set, on the northeasterly right of way line of Fallbrook Avenue; thence South 37 degrees 32 minutes 13 seconds East, along said northeasterly right of way line, a distance of 580.45 feet, to a Judicial Landmark set on the center line of 264th Street (F.K.A. County State Aid Highway No. 84); thence North 52 degrees 29 minutes 32 seconds East along said center line, a distance of 100.07 feet, to a Judicial Landmark set at the point of intersection with a line drawn northerly parallel with the east line of said Section 19 from a point on the south line of said North Half of the Southeast Quarter distant 33.00 feet westerly of the southeast corner thereof; thence South 01 degrees 05 minutes 37 seconds West, along said parallel line a distance of 31.61 feet, to a Judicial Landmark set, at a point distant 400.00 feet northerly (as measured along said parallel line) of the south line of said North Half of the Southeast Quarter; thence North 80 degrees 50 minutes 03 seconds East, a distance of 33.54 feet, to a Judicial Landmark set on the east line of said Section 19, at a point distant 405.00 feet Northerly of the southeast corner of said North Half of the Southeast Quarter, thence North 01 degree 05 minutes 37 seconds East along said east line, a distance of 94.21 feet, to a Judicial Landmark set on the northwesterly right of way line of said 264th Street (F.K.A. County State Aid Highway No. 84); thence North 52 degrees 29 minutes 32 seconds East along said northwesterly right of way line, a distance of 199.51 feet to a Judicial Landmark set on the northeasterly right of way line of Forest Lake Road; thence northwesterly along said right of way line and along the northeasterly line of said Block 4, to a Judicial Landmark set, on the easterly projection of the south line of said North 481.00 feet of the North Half of the Southeast Quarter; thence South 89 degrees 23 minutes 35 seconds West along said easterly projection to the point of beginning.

**WHEREAS**, on September 12, 2023 the Planning Commission held a public meeting in accordance with the Ordinance and laws of the State of Minnesota; and,

**WHEREAS**, the City Council and Planning Commission have reviewed the Site Plan Review application, as submitted, and have made the following findings of fact:

1. The Site Plan is consistent with the various elements and objectives of the City's long range plans, including, but not limited to, the Comprehensive Plan;
2. The Site Plan is consistent with the purposes of this Code;
3. The Site Plan preserves the site in its natural state, insofar as practicable, by minimizing tree and soil removal, and designing any grade changes so as to be in keeping with the general appearance of neighboring developed or developing areas;
4. The Site Plan is has a harmonious relationship of buildings and open spaces with the terrain and with existing and future buildings having a visual relationship to the proposed development;
5. The Site Plan creates a functional and harmonious design for structures and site features including;
  - a. Creation of an internal sense of order for the various functions and buildings on the site and provision of a desirable environment for occupants, visitors and the general community;
  - b. Appropriateness of the amount and arrangement of open space and landscaping to the design and function of the development;
  - c. Appropriateness of the materials, textures, colors and details of construction as an expression of the design concept of the project and the compatibility of the same with the adjacent and neighboring structures and functions; and
  - d. Adequacy of vehicular, cycling and pedestrian circulation, including walkways, interior drives and parking, in terms of location and number of access points to the public streets, width of interior drives and access points, general interior circulation, separation of pedestrian, cycling and vehicular traffic and arrangement and amount of parking so as to be safe, convenient and, insofar as practicable, compatible with the design of proposed buildings, structures and neighboring properties.
6. The Site Plan protects adjacent and neighboring properties through reasonable provisions for such matters as surface water drainage, sound and sight buffers, preservation of views, light, and air, and those aspects of design, not adequately covered by other regulations, which may have substantial effects on neighboring land uses.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Wyoming hereby **APPROVES** the Site Plan Review, as requested by the applicant with the following conditions:

1. The applicant obtain all applicable permits for grading, gravel placement, fence installation, and construction of the infiltration basin prior to commencement of construction.
2. The applicant shall enter into a Development Agreement with the City of Wyoming that recognizes that the four development parcels function like one parcel for purposes of zoning and performance standards and land use. This also means that the properties cannot be sold independently unless the owner brings each individual parcel into compliance prior to sale.
3. The applicant must install erosion control prior to any construction and provide a wetland protection and management plan as part of the final plan.
4. The applicant must meet the Wetland Protection Act standards.

5. The applicant shall install screening up to 6' in height that contains more bump-outs and bump-ins than the November 2023 plans, for plantings and to provide visual relief and is appropriately designed and treated to complement the existing building and surrounding parcels and the fencing is consistently maintained.
6. No storage of materials or equipment may exceed the 6' fencing height so that no material can be viewed from any public view or from the adjoining properties. This requirement is for the entire site which includes all four parcels covered by the Development Agreement.
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12. The approval includes the potential future gravel area expansion noted on the plans submitted with the cover letter dated September 18, 2023.
13. A drainage and utility easement shall be granted for the infiltration pond and on-site wetland.
14. The Applicant shall stay in compliance with all applicable regulations and requirement of the Minnesota State Fire Marshal for safe operation of the facility.
15. All conditions of the original CUP shall continue to apply to the current proposal.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 5th DAY OF DECEMBER, 2023.**

---

Lisa Iverson, Mayor

**ATTEST:**

This Document Drafted by:  
The City of Wyoming  
26885 Forest Boulevard  
Wyoming, Minnesota 55092

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Robb Linwood, City Administrator



# Request for Council Action

Date: December 4, 2023

*Presented to:* Mayor Iverson and City Council Members

*Presented by:* Robb Linwood, City Administrator

*Department:* Administration

*Reference:* Public Works contractual Consultant

*Method:* New Business

## **Background Information:**

The Wyoming Public Works Department has been operating short with the Public Works Superintendent on leave. Our Assistant Public Works Superintendent has been working in an interim Public Works Superintendent in his absence. City Staff has been discussing ways to provide additional support to the acting superintendent and the department through the use of a part time contractual consultant or the city's engineer firm.

Staff was able to identify a public works consultant candidate in Steve Duff. Mr. Duff has over 38 years of Public Works and Engineering Experience. He completed 25 years as an engineering tech with the City of White Bear Lake, 3.5 years as the Public Works Director for Chisago City and completed his career as an Senior Engineer tech for the city of Hugo. Mr. Duff still works part time for the city of Hugo in the summer completing miscellaneous projects that involve engineering and public works.

Staff has met with Mr. Duff and discussed some of the current challenges the Public Works Department has with lack of staffing. Mr. Duff would provide public works expertise, engineering expertise, and administrative support to the Acting Public Works Superintendent as a contractual consultant. Staff is recommending that the Wyoming city council enter into an agreement with Mr. Duff to provide public works consulting services for no more than 20 hours per week at \$45.00/hr. beginning December 11<sup>th</sup>, 2023 until February 29<sup>th</sup>, 2024 or as needed. The agreement has been reviewed and approved by the Wyoming city attorney.

**Recommendation:** To approve a service agreement with Steve Duff as a contractual consultant to the Public Works Department for no more than 20 hours per week at \$45.00/hr. beginning December 11, 2023 until February 29<sup>th</sup>, 2024 or as needed.



**CITY OF WYOMING**

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092  
Phone: 651-462-0575 Fax: 651-462-0576

**PUBLIC WORKS CONSULTANT  
SERVICE AGREEMENT**

THIS AGREEMENT is made and entered into by and between the CITY OF WYOMING, Chisago County, State of Minnesota ("City") and Steven Duff, ("Contractor").

**RECITALS**

**WHEREAS**, the City wishes to purchase the services of Contractor to serve on a part time basis as the Public Works Department Consultant during the city's search for a replacement of its public works superintendent; and,

**WHEREAS**, there are funds available for the purchase of these services.

**NOW, THEREFORE**, in consideration of the mutual undertakings and agreements hereinafter set forth, the City and the Contractor agree as follows:

1. **TERM AND COST OF THE AGREEMENT**

The Contractor agrees to furnish services on behalf of the City during the period commencing December 11, 2023 and terminating February 29, 2024

The Contractor shall be paid an hourly rate of \$45.00. The City shall also reimburse the Contractor for Liability Insurance for each month the Contractor performs work on behalf of the City. Such reimbursement shall be contingent upon the Contractor submitting a billing notice from the insurance company. The Contractor shall not exceed 20 hours of work per week unless directed by the City Administrator.

2. **PAYMENT FOR SERVICES**

Payment for services shall be made directly to the Contractor after completion

of periodic services upon the presentation of a claim in the manner provided by law for payment of claims against the City. Payments shall be processed with the City Finance Department as with all other payroll payments.

3. **INDEPENDENT CONTRACTOR.**

Nothing contained in this Agreement is intended or should be construed as creating the relationship of copartners of joint ventures within the City. No tenure or any rights or benefits, including Workers' Compensation, Unemployment Insurance, medical care, sick leave, vacation leave, severance pay, PERA, or other benefits available to City employees, shall accrue to the Contractor or employees of the Contractor performing services under this Agreement.

4. **INDEMNIFICATION**

The City agrees it will defend, indemnify and hold harmless the Contractor against any and all liability, loss, costs, damages and expenses which the City, its officers or employees may hereafter sustain, incur, or be required to pay arising out of the Contractor's services to the City.

5. **DATA PRACTICES**

All data collected, created, received, maintained, or disseminated for any purposes by the activities of Contractor because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy.

6. **RECORDS - AVAILABILITY AND RETENTION.**

The Contractor agrees that the City or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Contractor and invoice transactions relating to this Agreement. Contractor agrees to maintain these records for a period of three (3) years from the date of termination of this Agreement.

7. **MERGER AND MODIFICATION.**

A. It is understood and agreed that the entire Agreement between the parties is contained here and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement.

B. Any material alterations, variations, modifications, or waivers of provisions of this Agreement shall be valid only when they have been reduced to writing as an amendment and signed by the parties.

8. **DEFAULT AND CANCELLATION.**

A. If the Contractor fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute default.

Unless the Contractor's default is executed, the City may, upon written notice, immediately cancel this Agreement in its entirety.

B. This Agreement may be cancelled with or without cause by either party upon fifteen (15) days written notice.

9. **SUBCONTRACTING AND ASSIGNMENT.**

Contractor shall not enter into any subcontract for performance of any services contemplated under this Contract without the prior written approval of the City and subject to such conditions and provisions as the City may deem necessary. The Contractor shall be responsible for the performance of all subcontractors.

10. **NONDISCRIMINATION.**

During the performance of this Agreement, the Contractor agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable federal and state laws against discrimination.

Contractor has signed this Agreement and the City Council having duly approved this Agreement on the 5th day of December, 2023, and pursuant to such approval and the proper City officials having signed this Agreement, the parties hereto agree to be bound by the provisions herein set forth.

CITY OF WYOMING

By: \_\_\_\_\_  
Its Mayor

By: \_\_\_\_\_  
Its Administrator

CONTRACTOR

By: \_\_\_\_\_  
Its: \_\_\_\_\_



# Request for Council Action

Date: November 30, 2023

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Earned Sick and Safe Time (ESST) Law

Method: New Business

### **Background Information:**

Effective Jan. 1, 2024, Minnesota’s earned sick and safe time (ESST) law, requires employers to provide earned sick and safe paid leave to employees who work in Minnesota. Sick and safe time is paid leave employers must provide to employees in Minnesota that can be used for certain reasons, including when an employee is sick, to care for a sick family member or to seek assistance if an employee or their family member has experienced domestic abuse, sexual assault or stalking.

- An employee is anyone who works at least 80 hours in a year for an employer in Minnesota but does not include independent contractors.
- Temporary and part-time employees are covered under the law.
- Employers must provide each employee in Minnesota with one hour of ESST for every 30 hours worked, with the ability to accumulate at least 48 hours of ESST each year. An employer's existing leave policy, such as PTO, may already meet Minnesota's ESST requirements.

It will be necessary for the city to adopt a policy for ESST and the work session will allow time to discuss the new legislation and city policy

### **Recommendation:**

To approve and notice a Wyoming city council work session on December 19, 2023 at 6:00PM



**CITY OF WYOMING**

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092  
Phone: 651-462-0575 Fax: 651-462-0576



# Request for Council Action

Date: December 5, 2023

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Labor negotiations strategies for bargaining unit of Law Enforcement Labor Services (LELS) and Local 49ers

Method: New Business

## Background Information:

City staff is requesting the council enter a closed session under MN state statute 13d.03 to discuss labor negotiation strategies for a contract with the bargaining units of Law Enforcement Labor Services (LELS) 507 Sergeant Group and 365 Patrol group and IUOE Local 49.

**Recommendation:** To enter a closed session under MN state statute 13d.03 to discuss labor negotiation strategies for a contract with the bargaining unit of Law Enforcement Labor Services (LELS) and IUOE Local 49.



CITY OF WYOMING

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092 Phone:  
651-462-0575 Fax: 651-462-0576