

**AGENDA
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JULY 2, 2024
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 "Regular Meeting" of the Wyoming, Minnesota City Council for June 18, 2024
2. Consider approving the minutes of the "Work Session Meeting" of the Wyoming, Minnesota City Council for June 18, 2024

SCHEDULED BID LETTINGS:

SCHEDULED PUBLIC HEARINGS:

3. To consider a public hearing and approve an interim ordinance of the city of Wyoming, Chisago county, Minnesota extending the interim Ordinance 2023-03 prohibition on the operation of hemp businesses in the city under Minnesota statute section 462.355 subdivision 4 for an additional 120 days.
4. To consider **Resolution 24-07-67** a resolution adopting and approving a summary publication for interim Ordinance 2023-03 an ordinance prohibiting the operation of hemp businesses in the city under Minnesota Statute Section 462.355 Subdivision 4 for an additional 120 Days

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 June 19, 2024 to July 2, 2024
6. To consider **Resolution 24-07-58** a resolution approving the Memorandum of Understanding (MOU) between the city of Wyoming and the International Union of Operating Engineers, Local No. 49 regarding the central pension fund
7. To consider **Resolution 24-07-59** a resolution declaring certain Administrative Department items as surplus property and authorizing the Administrative department to dispose of such items through online auction or disposal process
8. To consider **Resolution 24-07-60** a resolution establishing procedures relating to compliance with reimbursement bond regulations under the Internal Revenue Code
9. To Consider **Resolution 24-07-61** a resolution accepting the work and approving release of escrow for the Hunter Hill development
10. To consider **Resolution 24-07-62** a resolution approving Pay Voucher #2 to Northdale Construction Co., for the 2024 Trunk Watermain and Forcemain Improvements Project in the amount of \$252,082.69
11. To consider a Mobile Food Unit permit for Melissa Wright of Maplewood Chic-Fil-A
12. To consider a Mobile Food Unit permit for Tammy Kuntz of Grandpa Mike's Pizza Rig
13. To consider revising an Earned Sick and Safe Time (ESST) Policy as required by Minnesota State Statute and updating the Wyoming Personnel policy to reflect the addition of the approved policy
14. To consider a quotation from BerganKDV for audit services to the City of Wyoming and Wyoming Fire Relief Association for the years 2024, 2025 and 2026.
15. To accept the resignation of Rick Ahartz from the Wyoming Park Advisory Commission effective June 11, 2024

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

16. Report of the Public Safety Director, Neil Bauer, for June 26, 2024
17. Report of City Building Official, Fred Weck, IV for June 26, 2024.
18. Report of the City Attorney, Tom Loonan, for June 26, 2024
19. Report of City Engineer Mark Erichson, WSB for June 26, 2024
20. Report of the Public Works Superintendent, Steve Reeves, for June 27, 2024

COMMUNICATIONS:

21. Old Town Hall Park - Dog Park Update

OLD BUSINESS:

NEW BUSINESS:

22. To consider **Resolution 24-07-63** a resolution expressing support for the proposed use of tax increment financing for an affordable housing project by Rueter Walton Development, LLC

23. To consider **Resolution 24-07-64** a resolution regarding the support of a housing trust fund application in connection with Reuter Walton Development LLC

24. To consider **Resolution 23-07-65** a resolution expressing support for the proposed use of tax increment financing for an affordable housing project by Duffy Development Company, Inc.

25. To consider **Resolution 23-07-66** a resolution approving plans and specifications and authorizing advertisement for bids for Railroad Park Phase 2

26. To consider approving a License Agreement between Chisago County and the city of Wyoming to allow the installation and operation of radio antennas and associated equipment on the North Wyoming water tower for the county's public safety communications network

COUNCIL REPORTS:

ADJOURN

**DRAFT MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JUNE 18, 2024
7:00 PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for June 18, 2024 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, Brett Ohnstad, and Claire Luger

ABSENT: Councilmember Dennis Schilling

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 Steve Reeves, Public Works Superintendent

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

Tom Makelke, 27485 Fletcher Court – Explained that he would like to get more information from the City on their street maintenance and pothole management in his neighborhood.

Public Works Superintendent Reeves – Stated that the City has been out doing pothole patching on the deeper holes. He stated that he has driven in Mr. Makelke's neighborhood and found that there are potholes that need to be patched, but had also found delamination which is a failure of the chip seal. He stated that he will make sure that the potholes mentioned by Mr. Makelke are added to their 'To Do' list but would also come out to deal with the delamination situation.

Mr. Makelke – Asked if there was anything on the City website that would list off the streets within the City that were in the process of being addressed. He stated that he felt that having something like this available would go a long ways in giving residents comfort that the City is aware of those needs and had plans to deal with them.

Public Works Superintendent Reeves - Stated that the Fletcher Court area was included on the City's annual road tour this past year and was also included in the 5 year CIP plans for more of a major improvement. He presented his business card to Mr. Makelke and encouraged him to contact him if anything else came up.

APPROVAL OF MINUTES:

- 1. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for June 4, 2024**

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY MAYOR IVERSON, TO APPROVE THE MINUTES OF THE "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL FOR JUNE 4, 2024, AS SUBMITTED.

Voting Aye: Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None
Abstain: None
Absent: Schilling

2. Consider approving the minutes of the “Work Session Meeting” of the Wyoming, Minnesota City Council for June 4, 2024

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE MINUTES OF THE “WORK SESSION MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR JUNE 4, 2024 AS SUBMITTED.

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

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS: 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.

3. To consider authorizing the payment of recommended bills, payroll, and journal entries for the period of June 5, 2024 to June 18, 2024
4. To consider approving the 2024 City of Wyoming Insurance coverage renewal through the League of Minnesota Cities Insurance Trust for a total cost of \$105,950.00
5. To confirm the City Council of the City of Wyoming, Does Not Waive the Monetary Limits on Municipal Tort Liability Established by Minnesota Statutes 466.04 when Renewing Liability Insurance Coverage with LMCIT (League of Minnesota Cities Insurance Trust)
6. To consider a Mobile Food Unit permit for Karen Moore of ice Queen’s Frozen Treats
7. To consider approving a solicitation permit for Connor Olson or Renewal by Anderson
8. To consider approving a solicitation permit for Thomas McNamara of Slim and Trum Construction.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE #3, #4, #5, #6, #7 and #8 OF THE WYOMING CITY COUNCIL CONSENT AGENDA

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

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

9. Report of the Public Safety Director, Neil Bauer for June 13, 2024
10. Report of City Building Official, Fred Weck, IV for June 12, 2024
11. Report of City Attorney Tom Loonan for June 13, 2024
12. Report of City Engineer Mark Erichson, WSB for June 13, 2024
13. Report of Public Works Superintendent, Steve Reeves for June 12, 2024

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS

14. To consider scheduling a Public Hearing at the July 2, 2024 Wyoming City Council meeting to extend the interim ordinance temporarily prohibiting the establishment or operation of any new hemp businesses in the City of Wyoming under Minn. Stat. 462.355, Subd. 4 (d) (2).

City Administrator Linwood – Gave an overview of the current moratorium on cannabinoid/hemp businesses and explained the staff recommendation to extend this moratorium.

A MOTION WAS MADE BY MAYOR IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE SCHEDULING A PUBLIC HEARING AT THE JULY 2, 2024 WYOMING CITY COUNCIL MEETING TO EXTEND THE INTERIM ORDINANCE TEMPORARILY PROHIBITING THE ESTABLISHMENT OR OPERATION OF ANY NEW HEMP BUSINESSES IN THE CITY OF WYOMING UNDER MINN. STAT. 462.355, SUBD. 4 (D) (2).

Voting Aye: Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Schilling

15. To consider **RESOLUTION 24-06-57** a resolution approving plans and specifications and ordering advertisement for bids for the 2024 Street Improvement Projects

City Engineer Erichson – Reviewed the process for approval of the plans and specifications and also approving the ordering advertisement of bids for the City's street improvement projects.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 24-06-57 A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE 2024 STREET IMPROVEMENT PROJECTS

Voting Aye: Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Schilling

COUNCIL REPORTS:

Council Member Ohnstad – Attended the City Council Work Session and the MS 150 Bikeathon that came through the City.

Council Member Nanko Yeager – Attended the City Council Work Session.

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

Mayor Iverson – Attended the Planning Commission meeting, Joint Sewer Commission meeting, and the City Council Work Session. She noted that Maranatha had recently had her on one of their podcasts to talk about the City and encouraged people to listen. She stated that she also attended the MS 150 event and noted that they had 2,095 participants and were able to raise

\$2.150 million dollars within the State of Minnesota. She noted that Polaris sponsored the Wyoming tent and were also in the top 10 teams for fundraising.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO ADJOURN THE JUNE 18, 2024 "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 7:14 PM

Voting Aye: Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Schilling

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:

JULY 2, 2024

7:00PM

**UNAPPROVED MINUTES
CITY COUNCIL
WORK SESSION MEETING
CITY OF WYOMING, MINNESOTA
JUNE 18, 2024
5:30 PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Work Session Meeting of the Wyoming City Council for June 18, 2024 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, Brett Ohnstad, and Claire Luger

Absent: Dennis Schilling

Also Present: Robb Linwood- City Administrator, Grant MacFarlane- Assistant City Administrator, Nancy Hoffman- Chisago County HRA/EDA, Jared Ackmann- Reuter Walton, John Duffy- Duffy Development, Mikaela Huot- Baker Tilly

DETERMINATION OF A QUORUM:

Mayor Iverson determined a Quorum was present.

PLEDEGE OF ALLEGIANCE:

NEW BUSINESS:

1. To consider a concept plan for Multi-family Housing from Reuter Walton

City Administrator Linwood – Discussed the project with the council and stated that Jared Ackmann was present from Reuter Walton and would have a presentation. After that we will have Mikaela Huot from Baker Tilly to discuss the TIF application analysis and a presentation on TIF and the project for council.

Jared Ackmann – Reuter Walton Completed a presentation of a seventy-two unit apartment concept located on Fairview Blvd. He discussed the strong demand for multi-family projects in Chisago County. Similar to past projects, they would need a resolution of support from the city and the potential of the use of TIF for the project. The applications for the tax credit would be due in July of this year. He reviewed similar projects from their portfolio showcasing the exteriors, interiors, and surrounding amenities with the apartments. He reviewed the different make-up of the apartments with the EDA for the project that would include one, two, three, and four-bedroom apartments with a make-up of 18 one-bedroom units, 27 two-bedroom units, 18 three-bedroom units, and 9 four-bedroom units. If the project is awarded by the Minnesota Housing and Finance Agency it is anticipated that notification will come in the 4th quarter of 2024.

The city council asked some questions regarding the building type, parking, and timeline of the project. Eligibility for the apartment and some of the existing setbacks on the property for the apartment.

2. To consider a concept plan for Senior Housing from Duffy Development

City Administrator Linwood – Discussed the project with the council and stated that John Duffy was present from Duffy Development and would have a presentation. Stated that following the presentation from Mr. Duffer, Mikaela Huot from Baker Tilly would discuss the TIF application analysis and would provide a presentation on TIF and the projects for council.

John Duffy – Duffy Development Presented their proposal of a sixty-unit senior housing rental apartment located on Fairview Blvd., just south of the existing senior housing facility. Mr. Duffy discussed the need for this type of housing and provided example photos of their other developments. He stated that they would be seeking a resolution of support from the city and the use of TIF.

The Council had questions regarding accessibility options, location, and timeline of the project.

Mikaela Huot – Baker Tilly gave an overview of what Tax Increment Finance (TIF) means. Stated that TIF is a method used to capture tax base growth that results from a new development. The property still pays its full property tax amount based on the new value, but the future increased local property taxes that are generated as a result of the new development are captured over time. These captured costs are used as reimbursement for eligible improvements over time on a pay-as-you-go basis. Added that there is a fixed term on the capture and that the new development is added to the tax base. Ms. Huot stated that TIF is used to redirect tax dollars to meet a defined public purpose, ensure projects which would not move forward without them still occur, and add tax base upon decertification of the district.

The preliminary assistance estimate for the Duffy project is \$316,900 over a proposed repayment term of 26 years. The Preliminary estimate of annual amount to the developer is \$28,142 (prior to inflation) by all taxing entities.

The preliminary assistance estimate for the Reuter Walton project is \$356,100 over a proposed repayment term of 26 years. The preliminary estimate of annual amount to the developer is \$31,640 (prior to inflation) by all taxing entities.

This would be reimbursed over time on a pay as you go basis. It would be reimbursed with a 6.0% interest and payable from 90% of annually generate increment. The city would also retain 10% of annual increment to fund administrative expenses related to the TIF district.

MAYOR IVERSON ADJOURNED THE JUNE 27, 2023 WORK SESSION MEETING AT 6:46 PM.



Request for Council Action

Date: June 27, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Public Hearing for interim ordinance of the city of Wyoming, Chisago County, Minnesota extending the interim ordinance 2023-03 prohibition on the operation of hemp businesses in the City of Wyoming

Method: New Business

Background Information:

The recently enacted Minnesota Statute 342.13 addresses the regulation of hemp within city jurisdictions and now restricts cities from prohibiting hemp businesses. Cities still, however, have their zoning authority from Minnesota Statutes 462.355 allowing the enactment and extension of moratoriums. On July 18, 2023, the City of Wyoming City Council enacted a moratorium prohibiting hemp businesses while the City decides how to zone for them set to expire on July 17, 2024. The moratorium prohibiting hemp businesses does not prohibit the sales of the less potent edible cannabinoid product legalized in 2022. During the 2024 Legislative Session, Minnesota Statute 342.18 was enacted allowing automatic licensure of businesses selling edible cannabinoid products as lower-potency hemp retailers. With the new automatic licensure statute, it has become necessary to either extend the moratorium adopted in July of 2023 to protect the city's zoning processes or adopt a zoning ordinance regulating hemp businesses.

Key Requirements

Under MN Statute 462.355, cities that wish to continue their existing moratoriums on hemp-related activities must take additional steps to ensure compliance. In the alternative, the restriction in Minnesota Statute 342.13 preventing cities from prohibiting hemp businesses does not pre-empt cities ability to place zoning restrictions on hemp businesses. The only authority cities have to regulate hemp businesses is through their zoning ordinance. The statutes provide the following two options:

1. Adoption of a Zoning Ordinance:

To regulate hemp sales and hemp manufacturing, cities must adopt a formal zoning ordinance defining hemp sales and hemp manufacturing, identifying which districts the use of hemp sales and hemp manufacturing may and may not take place, and adopting performance standards for hemp sales and hemp manufacturing.

Public Hearing: To amend a zoning ordinance as presented above, a public hearing must be held.

Draft Zoning Ordinance: Staff has begun the drafting of a comprehensive zoning ordinance that addresses the regulation of hemp-related activities and cannabis. This zoning ordinance will be reviewed by legal counsel to ensure it aligns with state laws and local regulations and make its way to the planning commission and city council over 2024.

2. Extending the Moratorium:

If a zoning ordinance is not adopted, and the city wishes to prevent the development of legal nonconformities for hemp businesses, the city must hold a public hearing to discuss the continuation of the moratorium. This hearing provides an opportunity for public input and ensures transparency in the decision-making process.

Timeline for Compliance: To continue the moratorium legally, the city must adhere to a strict timeline set forth by the statute:

Public Hearing between June 26 and July 11:

The city must either adopt the zoning ordinance or hold the public hearing within this specified period to extend the moratorium. Failure to take one of these actions will result in the automatic expiration of the moratorium and the ability of hemp businesses to receive legal nonconformity status to continue operations despite what future regulations the city may adopt.

The city called for a public hearing on July 2, 2024 to for an interim ordinance of the city of Wyoming, Chisago County, Minnesota extending the interim ordinance 2023-03 prohibition on the operation of hemp businesses in the city under Minnesota statute section 462.355 subdivision 4 for an additional 120 days.

Recommendation: To approve interim ordinance of the city of Wyoming, Chisago county, Minnesota extending the interim ordinance 2023-03 prohibition on the operation of hemp businesses in the city under Minnesota statute section 462.355 subdivision 4 for an additional 120 days and Resolution 24-07-67 a resolution approving a summary publication for an interim ordinance of the city of Wyoming, Chisago county, Minnesota extending the interim ordinance 2023-03 prohibition on the operation of hemp businesses in the city under Minnesota statute section 462.355 subdivision 4 for an additional 120 days.



CITY OF WYOMING

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

ORDINANCE NO. 2023-03

**AN INTERIM ORDINANCE OF THE CITY OF WYOMING, CHISAGO COUNTY, MINNESOTA
EXTENDING THE INTERIM ORDINANCE 2023-03 PROHIBITION ON THE OPERATION OF
HEMP BUSINESSES IN THE CITY UNDER MINNESOTA STATUTE SECTION 462.355
SUBDIVISION 4 FOR AN ADDITIONAL 120 DAYS.**

THE CITY COUNCIL OF THE CITY OF WYOMING DOES HEREBY ORDAIN:

Section 1. An interim ordinance is hereby established as follows:

Section 2. The purpose of this interim ordinance is to protect the planning process and the health, safety, and welfare of the City of Wyoming for the following reasons:

- (1) The State of Minnesota established the Office of Cannabis Management tasked with issuing licenses for the operation of Cannabis Businesses and Hemp Businesses in Chapter 63 of Minnesota Session Law – 2023, Regular Session.
- (2) Chapter 63 of Minnesota Session Law – 2023, Regular Session does not include a date for the Office of Cannabis Management to begin issuing licenses to Cannabis Businesses and Hemp Businesses.
- (3) The City of Wyoming does not currently permit or regulate the uses of Hemp Businesses or Cannabis Businesses.
- (4) Edible Cannabinoid Products are legal for sale under Minnesota Statutes Section 151.72 through March 1, 2025, after which sales of Edible Cannabinoid Products will require a Hemp Business license from the Office of Cannabis Management. Sales of Edible Cannabinoid Products are not subject to this Interim Ordinance as sales of Edible Cannabinoid Products are not Hemp Businesses under Minnesota Statute until 2025. Sales of Edible Cannabinoid Products are subject to Wyoming City Code of Ordinances Chapter 6 Article IV.
- (5) Minnesota Statute 342.13 requires the Office of Cannabis Management to engage in the process of developing model ordinances for reasonable restrictions on the time, place, and manner of the operation of a cannabis business; developing standardized forms and procedures for the issuance of a retail registration; and developing model policies and procedures for the performance of compliance checks; but the Office of Cannabis Management has not yet completed development of standardized forms for the issuance of a retail registration or development of model policies and procedures for the performance of compliance checks and the prohibition on Hemp Businesses in Interim Ordinance 2023-03 expires in less than 30 days.
- (6) Minnesota Statute 342.02 requires the Office of Cannabis Management to engage in the process of rulemaking to implement Minnesota Statute Chapter 342; but the Office of Cannabis Management has not yet completed this process and the prohibition on Hemp Businesses in Interim Ordinance 2023-03 expires in less than 30 days.
- (7) Minnesota Statute 342.18 provides after the Office of Cannabis Management adopts initial rules the office may permit a person selling edible cannabinoid products to convert their state registration to a lower-potency hemp retail license excluding local control in the process.
- (8) Minnesota Statute 342.02 permits the Office of Cannabis Management to use the expedited rulemaking process under Minnesota Statute 14.389. Under the expedited process, the rules

become effective after 30 days publication in the State Register which does not provide cities time to react to the new rules before a business could become a lower-potency hemp retailer.

Section 3. Definitions.

Hemp Business means either of the following licensed under chapter 342:

- (1) lower-potency hemp edible manufacturer; or
- (2) lower-potency hemp edible retailer.

Hemp business does not include a person or entity licensed under chapter 18K to grow industrial hemp for commercial or research purposes or to process industrial hemp for commercial purposes.

Lower – potency hemp edible means any product that:

- (1) is intended to be eaten or consumed as a beverage by humans;
- (2) contains hemp concentrate or an artificially derived cannabinoid, in combination with food ingredients;
- (3) is not a drug;
- (4) consists of servings that contain no more than five milligrams of delta-9 tetrahydrocannabinol, 25 milligrams of cannabidiol, 25 milligrams of cannabigerol, or any combination of those cannabinoids that does not exceed the identified amounts;
- (5) does not contain more than a combined total of 0.5 milligrams of all other cannabinoids per serving;
- (6) does not contain an artificially derived cannabinoid other than delta-9 tetrahydrocannabinol;
- (7) does not contain a cannabinoid derived from cannabis plants or cannabis flower; and
- (8) is a type of product approved for sale by the office or is substantially similar to a product approved by the office, including but not limited to products that resemble nonalcoholic beverages, candy, and baked goods.

Edible Cannabinoid Product means any product that is intended to be eaten or consumed as a beverage by humans, contains a cannabinoid in combination with food ingredients, and is not a drug.

Section 5. Pursuant to Minnesota Statutes, Section 462.355 Subd. 4 (d), on July 2, 2024, a public hearing was held, after notice duly published as required by law, within the 15-30 day timeline of the expiration of Interim Ordinance 2023-03’s prohibition on Hemp Businesses and the views of all interested persons with respect therefor presented at the hearing having been considered.

Section 6. Pursuant to Minnesota Statutes, 462.355 Subd. 4 (d) (2), and for the reasons set forth in Section 2 above, an interim ordinance is hereby adopted extending Interim Ordinance 2023-03’s prohibition on the operation of Hemp Businesses in the City for an additional 120 days. This interim ordinance extension authorizes the City to continue conducting studies regarding the impacts of Hemp Businesses to determine whether and what revisions to the Wyoming City Code of Ordinances or other regulations on the time, place, and manner of Hemp Business operations are warranted for the purpose of protecting the planning process and the health, safety, and welfare of the citizens of Wyoming. Interim Ordinance 2023-03 was set to expire on July 26, 2024 and is now extended 120 days thereafter to November 23, 2024.

Section 9. Violation of any portion of this ordinance shall be a misdemeanor punishable by imprisonment for up to 90 days and a fine of \$1,000.00 or both, plus the costs of prosecution. Each day that a violation occurs shall be considered a separate offense. The City may enforce any provision of this ordinance by mandamus, injunction or any other appropriate civil remedy in any court of competent jurisdiction.

Section 10. This ordinance shall be in full force and effect from and after its passage and publication

according to law. Passed by the Wyoming City Council this 2nd day of July, 2024.

ATTEST:

Robb Linwood, City Administrator

Lisa Iverson, Mayor

RESOLUTION NO. 24-07-67

**RESOLUTION ADOPTING AND APPROVING A SUMMARY PUBLICATION FOR
ORDINANCE 2023-03 AN INTERIM ORDINANCE PROHIBITING THE OPERATION
OF HEMP BUSINESSES IN THE CITY UNDER MINNESOTA STATUTE SECTION
462.355 SUBDIVISION 4 FOR AN ADDITIONAL 120 DAYS**

WHEREAS, the City of Wyoming is a political subdivision, organized and existing under the laws of the State of Minnesota; and,

WHEREAS, the City has extended the City of Wyoming Ordinance, No. 2023-03, an ordinance prohibiting the operation of hemp businesses in the City under Minnesota Statute Section 462.355 Subdivision 4 for an additional 120 days; and

WHEREAS, the City Council has determined that publication of the title of the ordinance and a summary of the ordinance would clearly inform the public of the intent and effect of the ordinance.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Wyoming hereby directs the City Clerk to cause to be published in the Chisago County Press the following notice:

**NOTICE OF ADOPTION THE EXTENSION OF THE CITY OF WYOMING
ORDINANCE NO. 2023-03 AN ORDINANCE PROHIBITING THE OPERATION OF
HEMP BUSINESSES IN THE CITY FOR AN ADDITIONAL 120 DAYS**

TO WHOM IT MAY CONCERN:

NOTICE IS HEREBY GIVEN that on the 2 day of July 2024, the City Council of the City of Wyoming adopted an ordinance extending ordinance 2023-03 an ordinance prohibiting the operation of hemp businesses in the City under Minnesota Statute Section 462.355 Subdivision 4 for an additional 120 day. The new Ordinance is entitled:

**ORDINANCE NO. 2023-03
AN ORDINANCE EXTENDING ORDINANCE 2023-03 PROHIBITING THE
OPERATION OF HEMP BUSINESSES IN THE CITY UNDER MINNESOTA STATUTE
SECTION 462.355 SUBDIVISION 4 FOR AN ADDITIONAL 120 DAYS**

NOTICE IS FURTHER GIVEN that the ordinances complies with State Statutes and ensures compliance with those laws,

NOTICE IS FURTHER GIVEN that a printed copy of the entire ordinance is available for inspection by any person during the City Clerk's regular office hours in the

City Hall located at 26885 Forest Boulevard, Wyoming, Minnesota. Furthermore, proof of publication of the title and summary shall be recorded in the ordinance book of the City Wyoming within 10 days of publication of the title and summary.

HEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 2 DAY OF JULY, 2024

Lisa Iverson, Mayor

ATTEST:

This Document Drafted by:
The City of Wyoming
26885 Forest Boulevard
Wyoming, Minnesota 55092

Robb Linwood, City Administrator/Clerk

City of Wyoming Check Detail Register

1/10
June 28, 2024 10:13 AM
User: ssaxe
DR: Wyoming

07-02-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
12632 97698200	07/02/2024	WEX BANK			
		101-2400-42120	MOTOR FUELS	\$126.05	MOTOR FUELS
		101-2200-42120	MOTOR FUELS	\$239.16	MOTOR FUELS
		101-2110-42120	MOTOR FUELS	\$2,573.63	MOTOR FUELS
		101-3100-42120	MOTOR FUELS	\$1,005.41	MOTOR FUELS
		101-5200-42120	MOTOR FUELS	\$12.82	MOTOR FUELS
		601-9425-42120	MOTOR FUELS	\$509.12	MOTOR FUELS
		602-9425-42120	MOTOR FUELS	\$509.11	MOTOR FUELS
		Total for WEX BANK		\$4,975.30	
56428 493419	07/02/2024	ABDO FINANCIAL SOLUTIONS, LLC			
		101-1500-43000	PROFESSIONAL SE	\$5,583.33	PROFESSIONAL SERVICE (GENERAL)
		Total for ABDO FINANCIAL SOLUTIONS, LLC		\$5,583.33	
56429 V0624-27 V0624-120 V0524-203	07/02/2024	ADVANTAGE SIGNS & GRAPHICS, INC.			
		101-3100-42100	OPERATING SUPPL	\$49.95	OPERATING SUPPLIES
		101-3100-42100	OPERATING SUPPL	\$118.40	OPERATING SUPPLIES
		101-3100-42260	SIGN MATERIAL/REPL	\$168.50	SIGN MATERIAL/REPLACEMENT
		Total for ADVANTAGE SIGNS & GRAPHICS, INC.		\$336.85	
56430 501578	07/02/2024	ANDERSON - KOCH FORD			
		101-3100-44040	REPAIRS & MAINT.	\$185.77	REPAIRS & MAINT. - EQUIPMENT
		Total for ANDERSON - KOCH FORD		\$185.77	
56431 06/18/2024	07/02/2024	ARC CUSTOM HOMES LLC			
		602-0000-11500	ACCOUNTS RECEIVABLE	\$18.77	Sewer Usage
		601-0000-11500	ACCOUNTS RECEIVABLE	\$9.06	Water - Base Fee
		601-0000-11500	ACCOUNTS RECEIVABLE	\$5.00	Water Usage
		651-0000-11500	ACCOUNTS RECEIVABLE	\$2.00	Surface Water Mgmt
		601-0000-11500	ACCOUNTS RECEIVABLE	\$0.51	State Surcharge
		Total for ARC CUSTOM HOMES LLC		\$35.34	
56432 177241	07/02/2024	AUTOMOTIVE REFLECTIONS LLC			
		101-3100-44040	REPAIRS & MAINT.	\$6,186.70	REPAIRS & MAINT. - EQUIPMENT
		Total for AUTOMOTIVE REFLECTIONS LLC		\$6,186.70	
56433 17594	07/02/2024	BILLS AUTO BODY			
		101-2110-43900	VEHICLE MAINTENANCE	\$2,785.51	VEHICLE MAINTENANCE
		Total for BILLS AUTO BODY		\$2,785.51	

City of Wyoming Check Detail Register

2/10
June 28, 2024 10:13 AM
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07-02-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
56434	07/02/2024	BITUMINOUS ROADWAYS, INC			
33786			101-3100-44410	STREET MAINT MA \$50.00	STREET MAINT MATERIALS
33826			101-3100-44410	STREET MAINT MA \$101.06	STREET MAINT MATERIALS
33851			101-3100-44410	STREET MAINT MA \$200.79	STREET MAINT MATERIALS
Total for BITUMINOUS ROADWAYS, IN				\$351.85	
56435	07/02/2024	BOUND TREE MEDICAL			
85370651			101-2200-42110	MEDICAL SUPPLIE \$260.90	MEDICAL SUPPLIES AND EQUIPMENT
Total for BOUND TREE MEDICAL				\$260.90	
56436	07/02/2024	BOYER FORD TRUCKS, INC			
091P6051			101-3100-44040	REPAIRS & MAINT. \$415.26	REPAIRS & MAINT. - EQUIPMENT
093S4244			101-3100-44040	REPAIRS & MAINT. \$4,995.17	REPAIRS & MAINT. - EQUIPMENT
Total for BOYER FORD TRUCKS, INC				\$5,410.43	
56437	07/02/2024	CAMPBELL KNUTSON			
05312024			101-1400-43040	ATTORNEY FEES \$759.50	ATTORNEY FEES
Total for CAMPBELL KNUTSON				\$759.50	
56438	07/02/2024	CHISAGO COUNTY ATTORNEY			
06142024			201-2110-42100	OPERATING SUPPL \$442.42	OPERATING SUPPLIES
Total for CHISAGO COUNTY ATTORNEY				\$442.42	
56439	07/02/2024	CHISAGO LAKES JOINT SEWAGE TRE			
14449			602-9425-43890	SEWER PLANT FEE \$27,289.50	APRIL TREATMENT CHARGES
			602-9425-43890	SEWER PLANT FEE \$28,903.14	MAY TREATMENT CHARGES
Total for CHISAGO LAKES JOINT SEWA				\$56,192.64	

City of Wyoming Check Detail Register

3/10
June 28, 2024 10:13 AM
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07-02-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
56440	07/02/2024	CINTAS			
4195792797					
	101-3100-44180	UNIFORMS		\$66.27	STREETS
	101-3100-42100	OPERATING SUPPL		\$42.60	SHOP SUPPLIES
4195074591					
	101-1400-43600	CLEANING SERVIC		\$29.50	CLEANING SERVICE-CITY HALL
4195069905					
	101-2110-43600	CLEANING SERVIC		\$31.35	CLEANING SERVICE-PUBLIC SAFETY
4196496375					
	101-2110-43600	CLEANING SERVIC		\$31.35	CLEANING SERVICE-PUBLIC SAFETY
4196496093					
	101-1400-43600	CLEANING SERVIC		\$29.50	CLEANING SERVICE-CITY HALL
4196496198					
	101-3100-44180	UNIFORMS		\$159.99	STREETS
	101-3100-42100	OPERATING SUPPL		\$66.23	SHOP SUPPLIES
4197192614					
	101-3100-44180	UNIFORMS		\$93.99	STREETS
	101-3100-42100	OPERATING SUPPL		\$42.60	SHOP SUPPLIES
Total for CINTAS				\$593.38	
56441	07/02/2024	CULLIGAN WATER CONDITIONING			
616556					
	101-2110-42100	OPERATING SUPPL		\$195.25	OPERATING SUPPLIES
Total for CULLIGAN WATER CONDITIO				\$195.25	
56442	07/02/2024	DAN'S TOWING			
94146					
	202-2110-42310	CONTRACTED SER		\$161.06	TOWING
94313					
	202-2110-42310	CONTRACTED SER		\$161.06	TOWING
92702					
	202-2110-42310	CONTRACTED SER		\$161.06	TOWING
Total for DAN'S TOWING				\$483.18	
56443	07/02/2024	FAIRVIEW HEALTH SERVICES			
15007552850					
	101-2200-42310	CONTRACTED SER		\$451.00	CONTRACTED SERVICES
Total for FAIRVIEW HEALTH SERVICES				\$451.00	
56444	07/02/2024	GERTEN GREENHOUSES & GARDEN CENTER			
2637/14					
	101-5200-42100	OPERATING SUPPL		\$54.42	OPERATING SUPPLIES
Total for GERTEN GREENHOUSES & GA				\$54.42	
56445	07/02/2024	GRAFFITI SOLUTIONS, INC.			
30919					
	101-5200-42100	OPERATING SUPPL		\$42.90	OPERATING SUPPLIES
Total for GRAFFITI SOLUTIONS, INC.				\$42.90	

City of Wyoming Check Detail Register

4/10
June 28, 2024 10:13 AM
User: ssaxe
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07-02-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
56446 43337986	07/02/2024	GREAT AMERICAN BUSINESS PRODUCTS			
		101-5200-42100 OPERATING SUPPL		\$168.00	OPERATING SUPPLIES
		Total for GREAT AMERICAN BUSINESS		\$168.00	
56447 06142024	07/02/2024	HALLBERG STORAGE LLC			
		101-2200-42100 OPERATING SUPPL		\$52.50	OPERATING SUPPLIES
		Total for HALLBERG STORAGE LLC		\$52.50	
56448 6783403	07/02/2024	HAWKINS INC			
		601-9425-42160 CHEMICALS/CHEM		\$10.00	
		Total for HAWKINS INC		\$10.00	
56449 00016486	07/02/2024	Home Depot USA			
		101-0000-32210 BUILDING PERMIT		\$64.00	Window & Door Replacement
		Total for Home Depot USA		\$64.00	
56450 2406	07/02/2024	HYRKAS TRAINING LLC			
		101-3100-42080 TRAINING AND IN:		\$308.75	TRAINING AND INSTRUCTION
		101-5200-42080 TRAINING AND IN:		\$308.75	TRAINING AND INSTRUCTION
		601-9425-42080 TRAINING AND IN:		\$308.75	TRAINING AND INSTRUCTION
		602-9425-42080 TRAINING AND IN:		\$308.75	TRAINING AND INSTRUCTION
		Total for HYRKAS TRAINING LLC		\$1,235.00	
56451 IN4572914	07/02/2024	INNOVATIVE OFFICE SOLUTIONS, LLC			
		101-2110-42000 SUPPLIES - OFFICE		\$150.99	SUPPLIES - OFFICE/COPY/COMPUTR
		Total for INNOVATIVE OFFICE SOLUTI		\$150.99	
56452 IN315235	07/02/2024	JEFFERSON FIRE SAFETY			
		101-2200-42300 SAFETY EQUIPMEN		\$582.77	SAFETY EQUIPMENT
		Total for JEFFERSON FIRE SAFETY		\$582.77	
56453 KPS1558 KPS1557 KPS1556	07/02/2024	KODIAK POWER SYSTEMS			
		101-1400-44010 REPAIRS & MAINT.		\$675.00	REPAIRS & MAINT. - BUILDINGS
		101-1400-44010 REPAIRS & MAINT.		\$675.00	REPAIRS & MAINT. - BUILDINGS
		601-9425-44390 REPAIRS & MAINT.		\$990.00	REPAIRS & MAINT. - WELLS
		602-9425-44380 LIFT STATIONS MA		\$3,375.00	LIFT STATIONS MAINTENANCE
		101-3100-44010 REPAIRS & MAINT.		\$675.00	REPAIRS & MAINT. - BUILDINGS
		Total for KODIAK POWER SYSTEMS		\$6,390.00	

City of Wyoming Check Detail Register

5/10
June 28, 2024 10:13 AM
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DR: Wyoming

07-02-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
56454	07/02/2024	LEAGUE OF MN CITIES INS TRUST			
LMC CA 000000346086					
	101-3100-44040	REPAIRS & MAINT.		\$1,000.00	REPAIRS & MAINT. - EQUIPMENT
Total for LEAGUE OF MN CITIES INS TI				\$1,000.00	
56455	07/02/2024	LTG POWER EQUIPMENT			
286663					
	101-3100-44040	REPAIRS & MAINT.		\$298.07	REPAIRS & MAINT. - EQUIPMENT
Total for LTG POWER EQUIPMENT				\$298.07	
56456	07/02/2024	MC TOOL & SAFETY SALES			
019576A					
	101-3100-44180	UNIFORMS		\$210.00	UNIFORMS
Total for MC TOOL & SAFETY SALES				\$210.00	
56457	07/02/2024	MENARDS- FOREST LAKE			
35698					
	101-5200-44040	REPAIRS & MAINT.		\$54.96	REPAIRS & MAINT. - EQUIPMENT
	101-3100-44410	STREET MAINT MA		\$19.98	STREET MAINT MATERIALS
35677					
	101-5200-44040	REPAIRS & MAINT.		\$284.37	REPAIRS & MAINT. - EQUIPMENT
31839					
	101-3100-42100	OPERATING SUPPL		\$147.99	OPERATING SUPPLIES
32697					
	101-3100-42100	OPERATING SUPPL		\$182.70	OPERATING SUPPLIES
35888					
	101-3100-44010	REPAIRS & MAINT.		\$89.16	REPAIRS & MAINT. - BUILDINGS
	101-3100-42400	SMALL TOOLS/MIN		\$25.98	SMALL TOOLS/MINOR EQUIPMENT
	101-3100-42100	OPERATING SUPPL		\$31.43	OPERATING SUPPLIES
35987					
	101-5200-42100	OPERATING SUPPL		\$58.88	OPERATING SUPPLIES
35803					
	101-5200-42100	OPERATING SUPPL		\$13.74	OPERATING SUPPLIES
35788					
	101-5200-42100	OPERATING SUPPL		\$170.28	OPERATING SUPPLIES
36204					
	101-5200-42100	OPERATING SUPPL		\$269.06	OPERATING SUPPLIES
36307					
	101-2200-42100	OPERATING SUPPL		\$195.93	OPERATING SUPPLIES
36763					
	101-3100-42400	SMALL TOOLS/MIN		\$51.49	SMALL TOOLS/MINOR EQUIPMENT
36714					
	602-9425-44380	LIFT STATIONS MA		\$336.35	LIFT STATIONS MAINTENANCE
Total for MENARDS- FOREST LAKE				\$1,932.30	
56458	07/02/2024	METRO SALES			
INV2546885					
	101-2400-44330	DUES & SUBSCRIP		\$244.78	DUES & SUBSCRIPTIONS
Total for METRO SALES				\$244.78	

City of Wyoming Check Detail Register

6/10
June 28, 2024 10:13 AM
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07-02-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
56459 1256132	07/02/2024	MINNESOTA VALLEY TESTING LABS			
		601-9425-43110 LAB COSTS		\$91.00	LAB TESTS
		Total for MINNESOTA VALLEY TESTING LABS		\$91.00	
56460 2023	07/02/2024	MN MANAGEMENT AND BUDGET			
		206-2110-42100 OPERATING SUPPL		\$1,180.00	OPERATING SUPPLIES
		Total for MN MANAGEMENT AND BUDGET		\$1,180.00	
56461 IN2072016	07/02/2024	MUNICIPAL EMERGENCY SERVICES			
		101-2200-42100 OPERATING SUPPL		\$525.00	OPERATING SUPPLIES
		Total for MUNICIPAL EMERGENCY SERVICES		\$525.00	
56462 213876	07/02/2024	NAPA AUTO PARTS			
		101-2200-42100 OPERATING SUPPL		\$175.92	OPERATING SUPPLIES
		Total for NAPA AUTO PARTS		\$175.92	
56463 PAYVOUCHER2	07/02/2024	NORTHDALE CONSTRUCTION CO., INC			
		408-9425-45350 IMPROVEMENTS		\$252,082.69	IMPROVEMENTS
		Total for NORTHDALE CONSTRUCTION CO., INC		\$252,082.69	
56464 SWO022589-1(2)	07/02/2024	NUSS TRUCK & EQUIPMENT			
		101-3100-44040 REPAIRS & MAINT.		\$27.00	REPAIRS & MAINT. - EQUIPMENT
		Total for NUSS TRUCK & EQUIPMENT		\$27.00	
56465 0001732128 0001735056	07/02/2024	ON SITE, INC			
		101-5200-44050 SATALLITE RENTAL		\$41.04	030626-0002 ASHTON PARK
		101-5200-44050 SATALLITE RENTAL		\$41.04	030626-0002 ASHTON PARK
		Total for ON SITE, INC		\$82.08	
56466 IN200-1049550	07/02/2024	PRECISE MRM LLC			
		101-3100-44400 SALT & SAND		\$1,599.81	SALT & SAND
		Total for PRECISE MRM LLC		\$1,599.81	
56467 06/18/2024	07/02/2024	RANDALL WOLHAUPTER			
		601-0000-11500 ACCOUNTS RECEIVABLE		\$35.93	Water - Base Fee
		602-0000-11500 ACCOUNTS RECEIVABLE		\$13.93	Sewer Usage
		651-0000-11500 ACCOUNTS RECEIVABLE		\$7.95	Surface Water Mgmt
		601-0000-11500 ACCOUNTS RECEIVABLE		\$3.70	Water Usage
		601-0000-11500 ACCOUNTS RECEIVABLE		\$2.02	State Surcharge
		Total for RANDALL WOLHAUPTER		\$63.53	

City of Wyoming Check Detail Register

7/10
June 28, 2024 10:13 AM
User: ssaxe
DR: Wyoming

07-02-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
56468	07/02/2024	RAPIT PRINTING INC			
421040					
		101-3100-44180 UNIFORMS		\$140.00	UNIFORMS
Total for RAPIT PRINTING INC				\$140.00	
56469	07/02/2024	SAFE-FAST INC			
INV291940					
		101-3100-42300 SAFETY EQUIPMEN		\$358.92	SAFETY EQUIPMENT
Total for SAFE-FAST INC				\$358.92	
56470	07/02/2024	STAPLES			
7001059339					
		101-2400-42000 SUPPLIES - OFFICE		\$175.00	SUPPLIES - OFFICE/COPY/COMPUTR
		101-1400-42000 SUPPLIES - OFFICE		\$174.99	SUPPLIES - OFFICE/COPY/COMPUTR
6004459738					
		101-1400-42000 SUPPLIES - OFFICE		\$80.94	SUPPLIES - OFFICE/COPY/COMPUTR
6005178052					
		101-1400-42000 SUPPLIES - OFFICE		\$41.49	SUPPLIES - OFFICE/COPY/COMPUTR
Total for STAPLES				\$472.42	
56471	07/02/2024	SURPLUS SERVICES			
20041453					
		101-3100-42000 SUPPLIES - OFFICE		\$409.00	SUPPLIES - OFFICE/COPY/COMPUTR
Total for SURPLUS SERVICES				\$409.00	
56472	07/02/2024	TIMESAVER OFF SITE SECRETARIAL			
M29272					
		101-1400-42310 CONTRACTED SER		\$169.50	CONTRACTED SERVICES
Total for TIMESAVER OFF SITE SECRE1				\$169.50	
56473	07/02/2024	TOTAL CONTROL SYSTEMS			
11235					
		601-9425-45210 WATER TOWERS		\$2,102.21	WATER TOWERS
		101-5200-42310 CONTRACTED SER		\$342.10	CONTRACTED SERVICES
		602-9425-44040 REPAIRS & MAINT.		\$2,349.07	REPAIRS & MAINT. - EQUIPMENT
		601-9425-44040 REPAIRS & MAINT.		\$638.67	REPAIRS & MAINT. - EQUIPMENT
Total for TOTAL CONTROL SYSTEMS				\$5,432.05	
56474	07/02/2024	UNUM LIFE INSURANCE			
07012024					
		101-1400-41310 LIFE INSURANCE		\$191.56	ADMIN
		101-2110-41310 LIFE INSURANCE		\$798.78	POLICE
		101-1910-41310 LIFE INSURANCE		\$70.58	PLAN & ZONE
		101-2400-41310 LIFE INSURANCE		\$145.84	BLDG
		101-3100-41310 LIFE INSURANCE		\$347.64	STREETS
		601-9425-41310 LIFE INSURANCE		\$174.86	WATER
		602-9425-41310 LIFE INSURANCE		\$174.86	SEWER
		101-2400-41220 FICA		\$150.09	FICA
Total for UNUM LIFE INSURANCE				\$2,054.21	

City of Wyoming Check Detail Register

8/10
June 28, 2024 10:13 AM
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07-02-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
56475 154501	07/02/2024	VC3, INC.			
	101-1400-42090	NETWORK MUNICI		\$3,710.59	NETWORK MUNICIPAL COMPUTERS
Total for VC3, INC.				\$3,710.59	
56476 9966742906	07/02/2024	VERIZON			
	602-9425-43210	TELEPHONE		\$80.04	MACHINE-TO-MACHINE
Total for VERIZON				\$80.04	
56477 819791	07/02/2024	VICTORY AUTOMOTIVE SERVICE			
	101-3100-44040	REPAIRS & MAINT.		\$3,371.06	REPAIRS & MAINT. - EQUIPMENT
Total for VICTORY AUTOMOTIVE SERV				\$3,371.06	
56478 2537	07/02/2024	WAUSAU ELECTRIC INC			
	101-3100-44010	REPAIRS & MAINT.		\$312.10	REPAIRS & MAINT. - BUILDINGS
Total for WAUSAU ELECTRIC INC				\$312.10	
56479 35126	07/02/2024	WHITE BEAR LOCKSMITH			
	602-9425-42100	OPERATING SUPPL		\$495.00	OPERATING SUPPLIES
Total for WHITE BEAR LOCKSMITH				\$495.00	
56480 9021194513	07/02/2024	WILLIAMS SCOTSMAN, INC.			
	101-3100-44100	RENTALS (EQUIPM		\$692.88	RENTALS (EQUIPMENT)
Total for WILLIAMS SCOTSMAN, INC.				\$692.88	

City of Wyoming Check Detail Register

9/10
June 28, 2024 10:13 AM
User: ssaxe
DR: Wyoming

07-02-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
56481	07/02/2024	XCEL ENERGY			
881465113					
	101-3100-43800	UTILITIES-GAS/ELI		\$13.79	PARKS
882190839					
	101-3100-43800	UTILITIES-GAS/ELI		\$948.41	PARKS
	101-3100-43860	STREET LIGHTS		\$213.63	STOP LIGHTS
	601-9425-43800	UTILITIES-GAS/ELI		\$2,320.85	WELLHOUSE
	101-2110-43800	UTILITIES-GAS/ELI		\$394.69	POLICE/PUBLIC WORKS
	101-1400-43800	UTILITIES-GAS/ELI		\$75.47	CITY HALL
	101-5500-43800	UTILITIES-GAS/ELI		\$1,100.21	LIBRARY
	101-5200-43800	UTILITIES-GAS/ELI		\$90.58	UTILITIES-GAS/ELEC/SEWER/WATER
881696882					
	601-9425-43800	UTILITIES-GAS/ELI		\$173.73	WELLHOUSE
881640166					
	101-3100-43800	UTILITIES-GAS/ELI		\$14.47	SPEED SIGN
881647835					
	101-3100-43800	UTILITIES-GAS/ELI		\$19.31	PARKS
881618690					
	101-3100-43800	UTILITIES-GAS/ELI		\$12.96	SPEED SIGN
881476075					
	101-3100-43860	STREET LIGHTS		\$13.00	UNIT LIGHTING
881489483					
	101-3100-43800	UTILITIES-GAS/ELI		\$18.02	SPEED SIGN
881472709					
	101-3100-43800	UTILITIES-GAS/ELI		\$13.25	SPEED SIGN
Total for XCEL ENERGY				\$5,422.37	
56482	07/02/2024	XCEL ENERGY			
881461900					
	101-3100-43860	STREET LIGHTS		\$55.51	STOP LIGHTS
Total for XCEL ENERGY				\$55.51	
56483	07/02/2024	ZIEGLER INC.			
IN001524086					
	101-3100-42120	MOTOR FUELS		\$237.28	MOTOR FUELS
Total for ZIEGLER INC.				\$237.28	

City of Wyoming
Check Detail Register

07-02-2024

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

General Checking Account 10100
Total Amount Being Paid: \$376,905.04
Total Number of Checks: 57

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

For Check Dates 06/18/2024 to 06/18/2024

Check Number Name			Check Date
Text Label	56426	PACIFIC LIFE INSURANCE	06/18/2024
Item Code	GL Number	Amount	
ROTH	101-0000-21712	273.81	
		273.81	
Text Label	56427	CENTRAL PENSION FUND,	06/18/2024
Item Code	GL Number	Amount	
CENT PENS FUND	101-0000-21716	480.00	
		480.00	
Text Label	EFT1129	MN STATE RETIREMENT	06/18/2024
Item Code	GL Number	Amount	
CITY HSCP CONT	101-0000-21706	0.00	
HCSP	101-0000-21710	0.00	
MND CP	101-0000-21712	552.00	
MND CPPRETAX	101-0000-21712	764.00	
		1,316.00	
Text Label	EFT1130	SELECTACCOUNT,	06/18/2024
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	2,178.83	
		2,178.83	
Text Label	EFT1131	P.E.R.A.,	06/18/2024
Item Code	GL Number	Amount	
CORD PERA	101-0000-21704	3,176.88	
DCP PERA	101-0000-21704	16.67	
DCP PERA MATCH	101-0000-21704	16.67	
PERA CITY MATCH	101-0000-21704	3,665.63	
PF PERA	101-0000-21704	3,964.67	
PF PERA CITY	101-0000-21704	5,947.01	
		16,787.53	
Text Label	EFT1132	INTERNAL REVENUE SERVICE,	06/18/2024
Item Code	GL Number	Amount	

For Check Dates 06/18/2024 to 06/18/2024

Check Number	Name	Check Date
FITW	101-0000-21701	7,587.30
SOCSEC_EE	101-0000-21703	3,499.25
MEDICARE_ER	101-0000-21703	1,289.43
SOCSEC_ER	101-0000-21703	3,499.25
MEDICARE_EE	101-0000-21703	1,289.43
		17,164.66

Text Label

EFT1133 STATE OF MINNESOTA,

06/18/2024

Item Code	GL Number	Amount
SITW	101-0000-21702	3,438.93
		3,438.93

Text Label

General Checking Account 10100
Total Amount Being Paid: \$41,639.76
Total Number of Checks: 7

- Mayor Iverson
- Councilmember Luger
- Councilmember Nanko Yeager
- Councilmember Schilling
- Councilmember Ohnstad



Request for Council Action

Date: June 24, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Memorandum of Understanding between the I.U.O.E. Local 49ers and the City of Wyoming - Central Pension Fund

Method: Consent Agenda

Background Information:

The City of Wyoming and International Union of Operating Engineers, Local No. 49 (Local 49) negotiated a contract for the years 2024 through 2026. The Agreement also includes an item in the contract regarding the Central Pension Fund as follows:

ARTICLE 30 - CENTRAL PENSION FUND

The City and the Union will explore the feasibility and processes necessary for implementation of the language and contributions required for employee participation in the International Union of Operating Engineers Central Pension Fund and intend to enter into a Memorandum of Understanding.

The Central Pension Fund is authorized by Minnesota Statute 356.24 and is solely funded through employee contributions. The Local 49 bargaining unit has notified the city that the employee group is requesting a Memorandum of Understanding at this time. The Memorandum of Understanding that allows employees represented by Local 49 to contribute a pre-tax amount into the Local 49 Central Pension Fund. This is in addition to the employee participation in the Public Employees Retirement Association. Affected employees have elected to have a contribution rate of \$1.50 effective July 3, 2024. There are no fiscal implications for the city as this fund is a pass through of the employee's earnings into the fund.

Recommendation: Staff recommends Council adopt Resolution 24-07-58 approving the Memorandum of Understanding between the City of Wyoming and the International Union of Operating Engineers, Local No. 49 regarding the Central Pension Fund.



CITY OF WYOMING

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

**Memorandum of Understanding
Between
The City of Wyoming
And
The International Union of Operating Engineers, Local No. 49**

WHEREAS, the City of Wyoming (“City”) and the International Union of Operating Engineers, Local No. 49 (“Union”) are parties to a Collective Bargaining Agreement (“Agreement”) in effect from January 1, 2024 through December 31, 2026; and

WHEREAS, this Memorandum of Understanding (“MOU”) is intended to address incorrect and outdated language in Article 30 – Central Pension Fund of the Agreement; and

WHEREAS, the Union and City wish to update to reflect the approved increase to \$1.50 by the bargaining unit.

NOW, THEREFORE BE IT RESOLVED AND STIPULATED that the parties mutually agree as follows:

1. Article 30 – Central Pension Fund of the Agreement is amended as follows:

30.4 A contribution of ~~\$1.00~~ \$1.50 per straight time hours compensated prevents annual CPF contributions on behalf of eligible Employees from exceeding \$10,000.00 in a year.

30.5 For purposes of determining future wage rates, the employer shall first restore the amount of the Employer Contribution, which is currently the CPF contribution rate of ~~\$1.00~~ \$1.50 per hour, then apply the applicable wage multiplier, then reduce the revised wage by the CPF contribution rate.

30.6 For purposes of calculating overtime compensation, the Employer shall first restore the amount the Employer Contribution ~~\$1.00~~ \$1.50 then apply the applicable 1.5 wage multiplier required under the Fair Labor Standards Act and this agreement, then pay the resulting amount for overtime worked.

30.8 Effective July 3, 2024, the contrubtion rate equals ~~\$1.00~~ \$1.50 per straight time hour compensated.

IN WITNESS WHEREOF, the parties have executed this MOU on this ____ day of June, 2024.

Ron Boesel
Business Representative
International Union of Operating Engineers, Local No. 49

Robb Linwood
City Administrator
City of Wyoming

RESOLUTION NO. 24-07-58

**CITY OF WYOMING
CHISAGO COUNTY, MINNESOTA**

**APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF
WYOMING AND THE INTERNATIONAL UNION OF OPERATING ENGINEERS,
LOCAL NO. 49 REGARDING THE CENTRAL PENSION FUND**

WHEREAS, the City of Wyoming and the International Union of Operating Engineers, Local No. 49 negotiated a 2024 - 2026 contract which includes a Memorandum of Understanding regarding employee only participation into the Central Pension Fund; and

WHEREAS, the International Union of Operating Engineers, Local No. 49 has an interest in establishing the employee hourly contribution amount of \$1.50

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wyoming, Chisago County, Minnesota to approve a Memorandum of Understanding between the City of Wyoming and the International Union of Operating Engineers, Local No. 49 regarding changes to the Central Pension Fund employee contribution and authorize the appropriate signatures.

**HEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED
THIS 2 DAY OF JULY, 2024**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk

RESOLUTION 24-07-59

A RESOLUTION DECLARING CERTAIN ITEMS AS SURPLUS PROPERTY FOR DISPOSAL AND AUTHORIZING THE ADMINISTRATION DEPARTMENT TO DISPOSE OF THE ITEMS THROUGH THE DISPOSAL PROCESS

WHEREAS, the Wyoming Administration Department is continuously utilizing various office equipment and tools; and

WHEREAS, the Wyoming Administration Department strives to use all office equipment and tools until they are no longer deemed effective; and

WHEREAS, the continued use of this office equipment over years has resulted in heavy wear; and

WHEREAS, this equipment is now deemed to have exceeded its useful life; and

WHEREAS, the Wyoming Administration Department is seeking to dispose of office items that are no longer of effective use; and

WHEREAS, the described items are ready to be disposed of:

Keyboards (6)
Soap Dispenser (1)
Clipboards (4)
Tool Boxes (2)
Paper Cutter (1)
Mail Scale (1)
Fellowes Binder – Pulsar 300 (1)
Monitor (1)

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WYOMING, MINNESOTA authorizes the City of Wyoming's Administration Department to dispose of these items.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 2ND DAY OF JULY, 2024.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTESTED:

Robb Linwood, City Administrator/Clerk



Request for Council Action

Date: June 26, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Reimbursement Resolution for 2024 Street Project

Method: Consent Agenda

Background Information:

The Internal Revenue Code allows municipalities to issue tax-exempt bonds, which typically offer lower interest rates. However, there are strict regulations regarding how the proceeds from these bonds can be used. A reimbursement resolution helps ensure compliance with these regulations by formally declaring the city's intent to reimburse itself for certain expenditures from future bond proceeds.

Often, the initial expenses of a road project are paid out of the city's general funds or other available resources. A reimbursement resolution allows the city to cover these upfront costs immediately and later replenish its funds once the bonds are issued. Waiting for the bond issuance process to be completed before starting a project can delay important infrastructure improvements. By adopting a reimbursement resolution, a city can begin work on the project immediately, ensuring timely progress while still planning to use bond proceeds to cover the costs.

This resolution provides flexibility in the city's financing strategy. It allows the city to proceed with essential projects without waiting for the lengthy bond issuance process, ensuring that critical infrastructure needs are addressed promptly. Adopting a reimbursement resolution helps maintain clear and organized financial records. It ensures that all expenditures and reimbursements are properly documented, making it easier to track project costs and funding sources.

In summary, a reimbursement resolution is an important tool for cities planning to finance projects through bond issues, as it ensures compliance with tax laws, manages cash flow effectively, allows for timely project initiation, provides financial flexibility, and maintains clear financial records.

Recommendation: To approve Resolution 24-07-60 a resolution establishing procedures relating to compliance with reimbursement bond regulations under the Internal Revenue Code.



CITY OF WYOMING

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

Phone: 651-462-0575 Fax: 651-462-0576

RESOLUTION NO. 24-07-60

RESOLUTION ESTABLISHING PROCEDURES RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE

WHEREAS, the Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the “Reimbursement Regulations”) providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; and

WHEREAS, the City expects to incur certain expenditures that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of tax-exempt bonds; and

WHEREAS, the City has determined to make this declaration of official intent (“Declaration”) to reimburse certain costs from proceeds of tax-exempt bonds in accordance with the Reimbursement Regulations.

NOW THEREFORE, BE IT RESOLVED by the City Council (the “Council”) of the City of Wyoming, Minnesota (the “Issuer”) as follows:

1. The City proposes to construct the 2024 Street Improvement Project including but not limited to surface rehabilitation of Rural Roadway and Goodwin Lane and new curb surface rehabilitation (the “Project”).
2. The City reasonably expects to reimburse the expenditures made for certain costs of the Project from the proceeds of tax-exempt bonds in an estimated maximum principal amount of \$2,765,200. All reimbursed expenditures related to the Project will be capital expenditures, costs of issuance of the tax-exempt bonds or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.
3. This Declaration has been made not later than 60 days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of tax-exempt bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of \$100,000 or 5 percent of the proceeds of an issue; or (c) “preliminary expenditures” up to an amount not in excess of 20 percent of the aggregate issue price of the issue or issues that finance or are reasonably expected by the City to finance the project for which the preliminary expenditures were incurred. The term “preliminary expenditures” includes architectural, engineering, surveying, soil testing, reimbursement bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction, or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.
4. A reimbursement allocation with respect to tax-exempt bonds will be made not later than 18 months after the later of: (i) the date the original expenditure is paid; or (ii) the date the Project is placed in service or abandoned, but in no event more than 3 years after the original expenditure.

5. This Declaration is an expression of the reasonable expectations of the City based on the facts and circumstances known to the City as of the date hereof. The anticipated original expenditures for the Project and the principal amount of the tax-exempt bonds described in paragraph 2 are consistent with the City's budgetary and financial circumstances. No sources other than proceeds of tax-exempt bonds are reasonably expected to be reserved, allocated on a long-term basis, or otherwise set aside pursuant to the City's budget or financial policies to pay such expenditures for which bonds are issued.

6. The action is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

Adopted this 2nd day of July, 2024, by the City Council of the City of Wyoming, Minnesota.

CERTIFICATION

The undersigned, being the duly qualified and acting Clerk of the City of Wyoming, Minnesota, hereby certifies the following:

The foregoing is true and correct copy of a Resolution on file and of official, publicly available record in the offices of the Issuer, which Resolution relates to procedures of the Issuer for compliance with certain IRS Regulations on reimbursement bonds. Said Resolution was duly adopted by the governing body of the Issuer (the "Council") at a regular or special meeting of the Council on July 2, 2024. Said meeting was duly called, regularly held, open to the public, and held at the place at which meetings of the Council are regularly held. Member _____ moved the adoption of the Resolution, which motion was seconded by Member _____. A vote being taken on the motion, the following Members voted in favor of the motion to adopt the Resolution:

and the following voted against the same:

Whereupon said Resolution was declared duly passed and adopted. The Resolution is in full force and effect and no action has been taken by the Council which would in any way alter or amend the Resolution.

WITNESS MY HAND officially as the Clerk of the City of Wyoming Council this day of _____, 2024.

Robb Linwood, City Administrator/Clerk



June 26, 2024

Mr. Robb Linwood, City Administrator
City of Wyoming
P.O. Box 188
Wyoming, MN 55092

Re: Acceptance of Hunter Hill Development
WSB Project No. 013313-000 – Phase 18

Dear Mr. Linwood:

Perry Aadland, Paul Aadland, and Peter Aadland (Developer) has satisfactorily completed the development improvements as outlined in the Development Agreement dated May 12, 2021. Staff is recommending the acceptance of the improvements. By acceptance of the improvements, those portions of the project that have been identified as public will become the City of Wyoming's to own and maintain. As required in the Development Agreement, the developer is responsible to warranty the work for 2-years from the date of acceptance.

Staff will review the status of the escrow to make sure all invoices have been paid and release any remaining funds. Staff will also release the remaining letter of credit for the construction of the improvements.

If you have any questions or comments regarding the enclosed, please do not hesitate to contact me at 651.286.8463

Sincerely,

WSB

Mark A. Erichson, PE
City Engineer

Enclosure

cc: Perry Aadland

RESOLUTION 24-07-61

**A RESOLUTION ACCEPTING THE WORK AND
APPROVING RELEASE OF ESCROW FOR THE HUNTER HILL DEVELOPMENT**

WHEREAS, pursuant to a written Development Agreement between the City of Wyoming and Perry Aadland, Paul Aadland, and Peter Aadland (Developer) has satisfactorily completed the development improvements as outlined in the Development Agreement dated May 12, 2021 in accordance with the plans and specifications. The developer is responsible to warranty the work for two-years from the acceptance of the improvements.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Wyoming, Minnesota, that the work completed under said agreements is hereby accepted and approved.

BE IT FURTHER RESOLVED that the City Engineer is hereby directed to release the remaining portion of the letter of credit.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING ON THE 2ND DAY OF JULY, 2024.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



June 26, 2024

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

Re: 2024 Trunk Watermain and Forcemain Improvements
City of Wyoming, MN
WSB Project No. 020180-000

Dear Mr. Linwood:

Please find enclosed Construction Pay Voucher No. 2 for the above referenced project in the amount of \$252,082.69. 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. 2 for Northdale Construction Co., Inc.

The amount indicated above reflects work certified through June 26, 2024, with a 5% retainage applied. Please include one executed copy with the payment to Northdale Construction Co., Inc. and return one executed copy to our office for our file.

If you have any questions, please contact me at 612.360.1278.

Sincerely,

WSB

Mark Erichson, PE
Director, Municipal Services

Attachments

kkp

2023 Trunk Watermain
Improvements

Pay Voucher 2



Client: City of Wyoming 26885 Forest Blvd. Wyoming, MN 55092-0188	Contractor: Northdale Construction Co., Inc. 9760 71st Street NE Albertville, MN 55301
--	---

WSB Project No.: 020180-000
Client Project No.:
State Project No.:
Federal Project No.:

Contract Amount		Funds Encumbered	
Original Contract	\$1,043,416.67	Original	\$1,043,416.67
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$1,043,416.67	Total	\$1,043,416.67

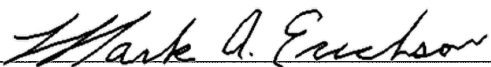
Work Certified To Date	
Base Bid Items	\$962,456.24
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$962,456.24

Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$265,350.20	\$962,456.24	\$48,122.81	\$662,250.74	\$252,082.69	\$914,333.43
Percent Retained: 5%			Percent Complete: 92.24%		

This is to certify that the items of work shown in this Pay Voucher have been actually furnished for the work comprising the above-mentioned project in accordance with the plans and specifications heretofore approved.

Approved By WSB

Approved By Northdale Construction Co., Inc.


Signature


Signature

June 26, 2024
Date

6-26-2024
Date

Approved By City of Wyoming

Signature

Date

Payment Summary				
No.	Up Through Date	Work Certified Per Voucher	Amount Retained Per Voucher	Amount Paid Per Voucher
1	05/29/24	\$697,106.04	\$34,855.30	\$662,250.74
2	06/26/24	\$265,350.20	\$13,267.51	\$252,082.69

Funding Category Name	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
Local	\$962,456.24	\$48,122.81	\$662,250.74	\$252,082.69	\$914,333.43

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
1	Local	\$252,082.69	\$1,043,416.67	\$1,043,416.67	\$914,333.43

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
1	2021.501	MOBILIZATION	LS	\$34,525.00	1	0.25	\$8,631.25	1	\$34,525.00
2	2106.507	EXCAVATION - COMMON	C Y	\$50.00	30	30	\$1,500.00	30	\$1,500.00
3	2106.601	DEWATERING	LS	\$71,400.00	1	0	\$0.00	1	\$71,400.00
4	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$178.50	10	8	\$1,428.00	8	\$1,428.00
5	2123.610 /010111	UTILITY CREW	HOURL	\$1,625.00	10	0.81	\$1,316.25	8.36	\$13,585.00
6	2211.509	AGGREGATE BASE CLASS 5	TON	\$29.62	50	89.82	\$2,660.47	89.82	\$2,660.47
7	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$7,045.00	1	1	\$7,045.00	1	\$7,045.00
8	2504.602	HYDRANT	EACH	\$7,910.97	2	2	\$15,821.94	2	\$15,821.94
9	2504.602	6" GATE VALVE & BOX	EACH	\$4,259.47	2	2	\$8,518.94	2	\$8,518.94
10	2504.602	12" GATE VALVE & BOX	EACH	\$7,377.96	5	3	\$22,133.88	3	\$22,133.88
11	2503.603	20" STEEL CASING PIPE (JACKED)	L F	\$1,095.45	286	0	\$0.00	286	\$313,298.70
12	2504.603	6" WATERMAIN DUCTILE IRON CL 52	L F	\$107.51	17	22	\$2,365.22	22	\$2,365.22
13	2504.603	12" PVC WATERMAIN	L F	\$101.05	780	403	\$40,723.15	803	\$81,143.15
14	2504.603	12" PVC WATERMAIN (SPECIAL CONSTRUCTION)	LF	\$159.90	285	285	\$45,571.50	285	\$45,571.50
15	2504.608	DUCTILE IRON FITTINGS	LB	\$18.18	1020	1080	\$19,634.40	1080	\$19,634.40
16	2563.601	TRAFFIC CONTROL	LS	\$49,875.00	1	0	\$0.00	1	\$49,875.00
17	2573.501	STABILIZED CONSTRUCTION EXIT	LS	\$5,000.00	1	0	\$0.00	0	\$0.00

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
18	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$400.00	1	0	\$0.00	0	\$0.00
19	2573.503	SILT FENCE, TYPE MS	LIN FT	\$3.51	1180	0	\$0.00	1230	\$4,317.30
20	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	L F	\$4.15	330	0	\$0.00	190	\$788.50
21	2573.602	ROCK DITCH CHECK	EACH	\$750.00	3	0	\$0.00	0	\$0.00
22	2574.507	COMMON TOPSOIL BORROW	C Y	\$55.00	210	0	\$0.00	0	\$0.00
23	2574.508	FERTILIZER TYPE 3	LB	\$3.15	80	0	\$0.00	0	\$0.00
24	2575.504	RAPID STABILIZATION METHOD 4	S Y	\$2.78	1900	0	\$0.00	0	\$0.00
25	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	S Y	\$2.36	1900	0	\$0.00	0	\$0.00
26	2575.505	SEEDING	ACRE	\$2,100.00	0.4	0	\$0.00	0	\$0.00
27	2575.508	SEED MIXTURE 35-241	LB	\$52.50	20	0	\$0.00	0	\$0.00
28	2021.501	MOBILIZATION	LS	\$29,275.00	1	0.25	\$7,318.75	1	\$29,275.00
29	2104.502	REMOVE GATE VALVE & BOX	EA	\$1,625.00	1	1	\$1,625.00	1	\$1,625.00
30	2104.502	SALVAGE SIGN	EACH	\$210.00	4	0	\$0.00	0	\$0.00
31	2104.503	SALVAGE PIPE CULVERT	L F	\$20.00	24	0	\$0.00	0	\$0.00
32	2104.503	REMOVE FORCE MAIN	L F	\$10.00	180	0	\$0.00	51	\$510.00
33	2104.603 /MSS01	ABANDON SANITARY SEWER	L F	\$11.31	106	106	\$1,198.86	106	\$1,198.86
34	2106.507	EXCAVATION - COMMON	C Y	\$50.00	40	0	\$0.00	0	\$0.00
35	2106.601	DEWATERING	LS	\$0.01	1	0	\$0.00	1	\$0.01
36	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$178.50	10	4	\$714.00	10	\$1,785.00
37	2123.610 /010111	UTILITY CREW	HOURL	\$1,625.00	10	0	\$0.00	0	\$0.00
38	2211.509	AGGREGATE BASE CLASS 5	TON	\$29.62	30	0	\$0.00	0	\$0.00
39	2503.501	INSTALL PIPE CULVERT	LF	\$95.60	24	0	\$0.00	0	\$0.00
40	2503.503	6" FORCEMAIN	LF	\$110.65	105	29	\$3,208.85	32	\$3,540.80
41	2503.601	TEMPORARY BYPASS PUMPING	LS	\$39,003.90	1	1	\$39,003.90	1	\$39,003.90

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
42	2503.602	CONNECT TO EXISTING FORCE MAIN	EACH	\$3,795.00	2	2	\$7,590.00	2	\$7,590.00
43	2503.603	6" FORCEMAIN (DIRECTIONALLY DRILLED)	LF	\$146.86	106	0	\$0.00	213	\$31,281.18
44	2503.603	6" FORCEMAIN (PIPE BURST)	LF	\$126.27	952	0	\$0.00	918	\$115,915.86
45	2504.602	6" GATE VALVE & BOX	EACH	\$5,321.00	1	1	\$5,321.00	1	\$5,321.00
46	2504.608	DUCTILE IRON FITTINGS	LB	\$14.36	180	94	\$1,349.84	192	\$2,757.12
47	2506.602	60" CLEANOUT MANHOLE	EACH	\$20,670.00	1	1	\$20,670.00	1	\$20,670.00
48	2563.601	TRAFFIC CONTROL	LS	\$3,150.00	1	0	\$0.00	1	\$3,150.00
49	2564.602	INSTALL SALVAGED SIGN	EACH	\$210.00	4	0	\$0.00	0	\$0.00
50	2573.503	SILT FENCE, TYPE MS	L F	\$3.51	830	0	\$0.00	551	\$1,934.01
51	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	L F	\$4.15	550	0	\$0.00	310	\$1,286.50
52	2573.602	ROCK DITCH CHECK	EACH	\$750.00	5	0	\$0.00	0	\$0.00
53	2574.507	COMMON TOPSOIL BORROW	C Y	\$50.00	90	0	\$0.00	0	\$0.00
54	2574.508	FERTILIZER TYPE 3	LB	\$3.15	40	0	\$0.00	0	\$0.00
55	2575.504	RAPID STABILIZATION METHOD 4	SY	\$2.78	760	0	\$0.00	0	\$0.00
56	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	S Y	\$2.36	760	0	\$0.00	0	\$0.00
57	2575.505	SEEDING	ACRE	\$2,100.00	0.16	0	\$0.00	0	\$0.00
58	2575.508	SEED MIXTURE 25-151	LB	\$52.50	6	0	\$0.00	0	\$0.00
59	2575.508	SEED MIXTURE 35-241	LB	\$52.50	10	0	\$0.00	0	\$0.00
Bid Totals:							\$265,350.20		\$962,456.24

Project Category Totals		
Category	Amount This Voucher	Amount To Date
SCHEDULE A - WATERMAIN IMPROVEMENTS	\$177,350.00	\$695,612.00
SCHEDULE B - SANITARY FORCEMAIN IMPROVEMENTS	\$88,000.20	\$266,844.24

Contract Change Item Status											
CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
Contract Change Totals:											

Contract Change Totals				
No.	Contract Change	Description	Amount This Voucher	Amount To Date

Material On Hand Additions					
Line No.	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line No.	Item	Description	Date	Added	Used	Remaining

RESOLUTION NO. 24-07-62

**A RESOLUTION APPROVING PAYMENT FOR PAY VOUCHER #2 TO NORTHDAL
CONSTRUCTION CO., INC. FOR THE 2024 TRUNK WATERMAIN AND FORCEMAIN
IMPROVEMENTS PROJECT IN THE AMOUNT OF \$252,082.69.**

WHEREAS, the City of Wyoming entered into a Contract with Northdale Construction Co., Inc. to complete the 2024 Trunk Watermain and Forcemain Improvements Project; and.

WHEREAS, the City Engineer, Mark Erichson, 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 #2" in the amount of \$252,082.69 to Northdale Construction Co., Inc. for the 2024 Trunk Watermain and Forcemain Improvements Project.

THIS RESOLUTION WAS ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING ON THE 2ND DAY OF JULY, 2024.

CITY OF WYOMING

Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



Request for Council Action

Date: July 2, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Grant MacFarlane, Assistant City Administrator

Department: Administration

Reference: Mobile Food Unit Permit

Method: Consent

Background Information:

The City of Wyoming Code of Ordinances requires any Mobile Food Unit doing business in the City of Wyoming to be licensed. Maplewood Chic-Fil-A (CFA) will be selling CFA food at the Cornerstone Church parking lot every Friday throughout the summer and are applying for a 6-12 month license which requires approval of the City Council. Staff has received their application, fee, and have completed a background check. Staff is recommending approval of their Mobile Food Unit permit application.

Recommendation:

That the Wyoming City Council approves the Mobile Food Unit permit for Missy Wright of Maplewood Chic-Fil-A.



CITY OF WYOMING

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



MOBILE FOOD UNIT (MFU) – LICENSE APPLICATION

Licenses are issued on an event basis and permit MFUs to operate for a designated period of time as defined in the application. **Applications and payment must be submitted to the City of Wyoming no later than Wednesday prior to the event.** All applications received after this date will not be issued. No exceptions. Completed applications can be submitted to City Hall or emailed to: wyoing@wyomingmn.org.

1. APPLICANT INFORMATION

Business Name: JMW Hospitality Inc dba Chick-fil-A Maplewood

Applicant's Legal Name: Melissa Wright

Phone Number: [REDACTED]

Email: [REDACTED]

Driver License Number: [REDACTED]

Street Address: (business) 3045 White Bear Ave N

City: Maplewood

State: MN

Zip: 55025

Is this your permanent address? ☐ Yes ☒ No If no, please provide permanent address:

Permanent Address: [REDACTED]

City: Forest Lake

State: MN

Zip: 55025

2. LICENSE TYPE

The City of Wyoming offers Mobile Food Truck Licensing depending on the need of the vendor. Please indicate the type of license that you are applying for and include the cost of the License with your application when returning to City Hall.

☐ Daily License (\$50) Each additional day(s) require a fee of \$20.00/day

☐ Monthly License (\$100)

☒ 6-12 month License (\$150)*

*A License that is for 6-12 months must be reviewed and approved of by the Wyoming City Council.

3. FOOD AND LOCATION

Describe the food that will be sold:

Chicken Sandwich, Chips, Cookie, Soda, Water

Are you licensed by the MN Health Department? ☒ Yes ☐ No *Please provide a copy of license.

List the address and describe the location(s) where food will be sold:

Cornerstone Church parking lot

24135 Greenway Rd, Forest Lake, MN 55025

Mike Waddle	See attached agreement	5-16-2024
Property Owner Printed Name	Property Owner Signature	Date

List the hours and dates you will be in operation:

Fridays, 11am-2pm

starting June 7th

repeating weekly

Have you ever been convicted of a crime, misdemeanor, or violation of any ordinances related to this type of business? If so, provide details, location(s), and date(s):
no

Please list the last municipalities, including state and dates worked, where you have conducted this business:

1. City of Maplewood, MN June 1, 2024
2. City of White Bear Lake, MN June 6, 2024
3. _____

Payments: Applications and payment must be submitted to the City of Wyoming no later than Wednesday prior to the event. Payments can be made in person at Wyoming City Hall during normal business hours. Payments can also be done by mail or by phone:

Check	Credit Card Payment	Cash:
<i>Mail Payment to:</i> Wyoming City Hall Attn: Food Truck Licensing 26885 Forest Blvd PO Box 188 Wyoming, MN 55092	<i>To make payment by phone, please call:</i> 651-462-0575 **Additional charge for use of credit cards	<i>Cash payments made in person:</i> Wyoming City Hall 26885 Forest Blvd PO Box 188 Wyoming, MN 55092 <i>**Please note City offices ore open weekdays between 8:00am-4:30pm Closed on the weekends.**</i>

☒ I have fully read and understand city code regarding Mobile Food Units (MFU) in its entirety, and agree to respect and obey all regulations of Wyoming's city code regarding the regulations with regard to MFU


Signature of Applicant

5-23-2024

Date

NOTICE TO APPLICANT:

In the course of your application for a license under Wyoming's General Licensing requirement, you may be asked to supply non-public data. The purpose and intended use of this data is to provide a means for the City to evaluate whether you comply with the application requirements for the general license application. You may refuse to supply the requested data, but this may result in an incomplete application which may result in your application being denied. This non-public data may be reviewed by the City of Wyoming, employees of the City of Wyoming who are assigned to review such information, and the City of Wyoming's legal consultant. In addition, this data may be reviewed by specific advisory boards and subcommittees of the City of Wyoming, who assist the City in evaluating your application. You hereby agree to release the data to those boards and subcommittees for the purpose of effectuating that review.

Failures to complete, supply, or falsify any or all information contained within this application will result in a delay or denial or revocation of your license and/or application.

The undersigned, an applicant for a license under the rules and regulations of the City of Wyoming, understands and consents to the release and use of private or confidential data, as described above and acknowledges receipt of a copy of excerpts of City Code, Chapter 4, Public Protection and General Licensing.

Also, the undersigned does hereby agree to defend, indemnify, and hold harmless, the City of Wyoming, its officers, employees and agents, for any and all claims, causes of action, lawsuits, losses or expenses, including reasonable attorney's fees and costs, on account of bodily injury, sickness, disease, death, and property damage as the result of any action of the undersigned.



Applicant Signature

May 23, 2024

Date

Staff Use Only:

Date App. Received:	Amount Paid:	Receipt No.:
Council Meeting Date:	Approved Dates:	Permit Number:
Issued Date:	Staff Signature:	



Request for Council Action

Date: July 2, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Grant MacFarlane, Assistant City Administrator

Department: Administration

Reference: Mobile Food Unit Permit

Method: Consent

Background Information:

The City of Wyoming Code of Ordinances requires any Mobile Food Unit doing business in the City of Wyoming to be licensed. Grandpa Mike's Pizza Rig will be selling food Wyoming Dental and Rosenbauer parking lots on various dates throughout the summer and are applying for a 6-12 month license which requires approval of the City Council. Staff has received their application, fee, and have completed a background check. Staff is recommending approval of their Mobile Food Unit permit application.

Recommendation:

That the Wyoming City Council approves the Mobile Food Unit permit for Tammy Kuntz of Grandpa Mike's Pizza Rig.



CITY OF WYOMING

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



MOBILE FOOD UNIT (MFU) – LICENSE APPLICATION

Licenses are issued on an event basis and permit MFUs to operate for a designated period of time as defined in the application. **Applications and payment must be submitted to the City of Wyoming no later than Wednesday prior to the event.** All applications received after this date will not be issued. No exceptions. Completed applications can be submitted to City Hall or emailed to: wyoyming@wyomingmn.org.

1. APPLICANT INFORMATION

Business Name: Rokomo Kuisine LLC DBA Grandpa Milkes Pizza Rig
Applicant's Legal Name: Tamara Kuntz
Phone Number: [REDACTED]
Email: [REDACTED]
Driver License Number: [REDACTED]
Street Address: 11341 375th ST
City: North Branch State: MN Zip: 55056

Is this your permanent address? ☒ Yes ☐ No If no, please provide permanent address:

Permanent Address: _____
City: _____ State: _____ Zip: _____

2. LICENSE TYPE

The City of Wyoming offers Mobile Food Truck Licensing depending on the need of the vendor. Please indicate the type of license that you are applying for and include the cost of the License with your application when returning to City Hall.

- ☒ Daily License (\$50) Each additional day(s) require a fee of \$20.00/day
☐ Monthly License (\$100)
☒ 6-12 month License (\$150)*

*A License that is for 6-12 months must be reviewed and approved of by the Wyoming City Council.

3. FOOD AND LOCATION

Describe the food that will be sold:

Pizza, breadsticks, garlic cheesebread, Pizza fried pretzels / cheese
mini donuts pop + water

Are you licensed by the MN Health Department? ☒ Yes ☐ No *Please provide a copy of license.

List the address and describe the location(s) where food will be sold:

Wyoming Dental, Levee area

The applicant has my permission to sell on my property:

Property Owner Printed Name

Property Owner Signature

Date

Vehicle description:

Make: Chevy Model: P6500 Year: 1988 Color: White Plate: YBH6582
Certificate of insurance attached: ☒ Yes ☐ No

List the hours and dates you will be in operation:

7/31/24 - 3pm - 7pm

4. CRIMINAL BACKGROUND

Have you ever been convicted of a crime, misdemeanor, or violation of any ordinances related to this type of business? If so, provide details, location(s), and date(s):

NO

5. PREVIOUS LICENSES HELD

Please list the last municipalities, including state and dates worked, where you have conducted this business:

1. STACY, MN
2. NORTH BRANCH MN
3. DOLK CO, WISC
4. PINE CITY MN

7. PAYMENT

Payments: Applications and payment must be submitted to the City of Wyoming no later than Wednesday prior to the event. Payments can be made in person at Wyoming City Hall during normal business hours. Payments can also be done by mail or by phone:

Check	Credit Card Payment	Cash:
Mail Payment to: Wyoming City Hall Attn: Food Truck Licensing 26885 Forest Blvd PO Box 188 Wyoming, MN 55092	To make payment by phone, please call: 651-462-0575 **Additional charge for use of credit cards	Cash payments made in person: Wyoming City Hall 26885 Forest Blvd PO Box 188 Wyoming, MN 55092 **Please note City offices are open weekdays between 8:00am-4:30pm Closed on the weekends.**

6. APPLICANT SIGNATURE:

☒ I have fully read and understand city code regarding Mobile Food Units (MFU) in its entirety, and agree to respect and obey all regulations of Wyoming's city code regarding the regulations with regard to MFU

[Signature]
Signature of Applicant

6/19/24
Date

NOTICE TO APPLICANT:

In the course of your application for a license under Wyoming's General Licensing requirement, you may be asked to supply non-public data. The purpose and intended use of this data is to provide a means for the City to evaluate whether you comply with the application requirements for the general license application. You may refuse to supply the requested data, but this may result in an incomplete application which may result in your application being denied. This non-public data may be reviewed by the City of Wyoming, employees of the City of Wyoming who are assigned to review such information, and the City of Wyoming's legal consultant. In addition, this data may be reviewed by specific advisory boards and subcommittees of the City of Wyoming, who assist the City in evaluating your application. You hereby agree to release the data to those boards and subcommittees for the purpose of effectuating that review.

Failures to complete, supply, or falsify any or all information contained within this application will result in a delay or denial or revocation of your license and/or application.

The undersigned, an applicant for a license under the rules and regulations of the City of Wyoming, understands and consents to the release and use of private or confidential data, as described above and acknowledges receipt of a copy of excerpts of City Code, Chapter 4, Public Protection and General Licensing.

Also, the undersigned does hereby agree to defend, indemnify, and hold harmless, the City of Wyoming, its officers, employees and agents, for any and all claims, causes of action, lawsuits, losses or expenses, including reasonable attorney's fees and costs, on account of bodily injury, sickness, disease, death, and property damage as the result of any action of the undersigned.


Applicant Signature
6/19/24
Date

Staff Use Only:

Date App. Received:	Amount Paid:	Receipt No.:
Council Meeting Date:	Approved Dates:	Permit Number:
Issued Date:	Staff Signature:	



Request for Council Action

Date: June 24, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Earned Sick and Safe Time (ESST)

Method: Consent Agenda

Background Information:

Minnesota's earned sick and safe time (ESST) law became effective Jan. 1, 2024 and requires employers to provide earned sick and safe paid leave to employees who work in Minnesota. Sick and safe time is paid leave that employers must provide to employees in Minnesota.

Earned sick and safe time can be used for:

- Care of employee or family member's mental or physical illness, treatment, or preventative care; when determined by health authority that employee or family member is at risk of infecting others with a communicable disease.
- Employee or family member's absence due to domestic abuse, sexual assault, or stalking.
- Closure of employee's workplace due to weather or public emergency or closure of a family member's school or care facility due to weather or a public emergency.

At the December 19, 2023 Wyoming city council meeting, the council adopted an ESST policy for the City of Wyoming. At that time, volunteer and paid on-call firefighters were inclusionary in the policy and the state had not yet come out with guidance regarding these positions.

As of June 2024, new laws from the state regarding eligibility for ESST have been put into effect. The changes to the law establish that ESST requirements don't apply to volunteer or paid on-call firefighters, volunteer ambulance attendants, or paid on-call ambulance service personnel. City staff has updated the city's ESST policy to reflect this change. It is inclusionary for this agenda item with a redlined version and clean version.

Recommendation: To approve an updated Earned Sick and Safe Time (ESST) Policy as required by Minnesota State Statute which establishes that ESST requirements don't apply to volunteer or paid on-call firefighters, volunteer ambulance attendants, or paid on-call ambulance service personnel.

CITY OF WYOMING

Earned Sick and Safe Leave

"Earned Sick and Safe Leave" is paid time off earned at one hour of Earned Sick and Safe for every 30 hours worked by an employee, up to a maximum of 48 hours of sick and safe leave per year. This specific leave applies to all employees (including part-time, seasonal and temporary employees) performing work for at least 80 hours in a year for the City. Earned Sick and Safe Leave policy is in accordance with Minn. Stat. § 181.9445-181.9448.

Eligibility/Accrual

All Employees are entitled to earn sick and safe leave at the rate of one (1) hour for every thirty (30) hours worked, up to a maximum of forty-eight (48) hours accrued yearly. Accrued and unused hours carry over into future years, up to a maximum of eighty (80) hours accrued overall. When the 80-hour overall limit is reached, accrual immediately stops until usage occurs, at which time accrual restarts (until either the yearly or overall limit is reached). When the 48-hour yearly limit is reached, accrual does not restart until the following year. The year starts on January 1 and ends on December 31. All employees begin accruing hours on the first day of work, regardless of whether they are full-time, part-time, seasonal or temporary workers.

An employee who is exempt from the overtime provisions of the Fair Labor Standards Act is assumed to work 40 hours per week.

Elected officials and independent contractors are not eligible for ESST.

Volunteer or paid on-call firefighters, volunteer ambulance attendants, paid-on-call ambulance service personnel are not eligible for ESST

Entitlement

Accrued sick and safe leave can be used in accordance with MN Statute 181.9447 including:

- An employee's mental or physical illness or other health condition, including care, treatment, diagnosis, or preventive care.
- To care for a family member with a health condition, including care, treatment diagnosis or preventive care.
- Absence due to domestic abuse, sexual assault or stalking of the employee or employee's family member.
- Closure of the employee's place of business or to care for a family member whose school or place of business is closed due to weather or another public emergency.
- The employee's inability to telework due to health concerns or possibility of jeopardizing the health of others relating to potential transmission of communicable illness related to a public emergency.
- Any other reason allowable by state statute.

Employees who require the use of foreseeable leave in accordance with this policy must provide seven days' advance notice in writing to their supervisor. If need for leave is unforeseeable, employees are required to give notice of the need for leave as soon as practicable in writing to their supervisor. Leave more than three consecutive days may require reasonable documentation before leave is approved or as soon as practicable after leave is taken, if unforeseeable.

The City will not require an employee using leave to find a replacement worker to cover hours absent.

Employees must use accrued ESST prior to using accrued sick, paid vacation, or an unpaid leave of absence during a medical leave. Employees on an unpaid leave of absence will not accrue sick leave for ESST.

An employee returning from time off using accrued ESST is entitled to return to their city employment at the same rate of pay received when their leave began, plus any automatic pay adjustments that may have occurred during the employee's time off.

Employees who are re-hired within 180 days of separation shall have earned and unused ESST hours reinstated. An employee is entitled to use and accrue ESST at the commencement of reemployment.

“Family Member” Definition

For the purposes of this policy, “family member” is defined by MN Statute 181.9447 as:

- Spouse or registered domestic partner
- Child, foster child, adult child, legal ward, child for whom the employee is legal guardian, or child to whom the employee stands or stood in loco parentis
- Sibling, step sibling or foster sibling
- Biological, adoptive or foster parent, stepparent or a person who stood in loco parentis when the employee was a minor child
- Grandchild, foster grandchild, or step grandchild
- Grandparent or step grandparent
- A child of a sibling of the employee
- A sibling of the parent of the employee
- A child-in-law or sibling-in-law
- Any of the above family members of a spouse or registered domestic partner
- Any other individual related by blood or whose close association with the employee is the equivalent of a family relationship
- Up to one individual annually designated by the employee

Carry Over of Earned Sick and Safe Leave

Employees are eligible for carry over accrued but unused Earned Sick and Safe time into the following year, but the total of Earned Sick and Safe Leave carry over hours shall not exceed 80 hours.

Retaliation Prohibited

The city shall not discharge, discipline, penalize, interfere with, or otherwise retaliate or discriminate against an employee for asserting Earned Sick and Safe Leave rights, requesting an Earned Sick and Safe Leave absence, or pursuing remedies. Further, use of Earned Sick and Safe Leave will not be factored into any attendance point system the city may use.

Additionally, it is unlawful to report or threaten to report a person or a family member's immigration status for exercising a right under Earned Sick and Safe Leave.

Effective January 1, 2024

CITY OF WYOMING

Earned Sick and Safe Leave

"Earned Sick and Safe Leave" is paid time off earned at one hour of Earned Sick and Safe for every 30 hours worked by an employee, up to a maximum of 48 hours of sick and safe leave per year. This specific leave applies to all employees (including part-time, seasonal and temporary employees) performing work for at least 80 hours in a year for the City. Earned Sick and Safe Leave policy is in accordance with Minn. Stat. § 181.9445-181.9448.

Eligibility/Accrual

All Employees are entitled to earn sick and safe leave at the rate of one (1) hour for every thirty (30) hours worked, up to a maximum of forty-eight (48) hours accrued yearly. Accrued and unused hours carry over into future years, up to a maximum of eighty (80) hours accrued overall. When the 80-hour overall limit is reached, accrual immediately stops until usage occurs, at which time accrual restarts (until either the yearly or overall limit is reached). When the 48-hour yearly limit is reached, accrual does not restart until the following year. The year starts on January 1 and ends on December 31. All employees begin accruing hours on the first day of work, regardless of whether they are full-time, part-time, seasonal or temporary workers.

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Entitlement

Accrued sick and safe leave can be used in accordance with MN Statute 181.9447 including:

- An employee's mental or physical illness or other health condition, including care, treatment, diagnosis, or preventive care.
- To care for a family member with a health condition, including care, treatment diagnosis or preventive care.
- Absence due to domestic abuse, sexual assault or stalking of the employee or employee's family member.
- Closure of the employee's place of business or to care for a family member whose school or place of business is closed due to weather or another public emergency.
- The employee's inability to telework due to health concerns or possibility of jeopardizing the health of others relating to potential transmission of communicable illness related to a public emergency.
- Any other reason allowable by state statute.

Employees who require the use of foreseeable leave in accordance with this policy must provide seven days' advance notice in writing to their supervisor. If need for leave is unforeseeable, employees are required to give notice of the need for leave as soon as practicable in writing to their supervisor. Leave more than three consecutive days may require reasonable documentation before leave is approved or as soon as practicable after leave is taken, if unforeseeable.

The City will not require an employee using leave to find a replacement worker to cover hours absent.

Employees must use accrued ESST prior to using accrued sick, paid vacation, or an unpaid leave of absence during a medical leave. Employees on an unpaid leave of absence will not accrue sick leave for ESST.

An employee returning from time off using accrued ESST is entitled to return to their city employment at the same rate of pay received when their leave began, plus any automatic pay adjustments that may have occurred during the employee's time off.

Employees who are re-hired within 180 days of separation shall have earned and unused ESST hours reinstated. An employee is entitled to use and accrue ESST at the commencement of reemployment.

“Family Member” Definition

For the purposes of this policy, “family member” is defined by MN Statute 181.9447 as:

- Spouse or registered domestic partner
- Child, foster child, adult child, legal ward, child for whom the employee is legal guardian, or child to whom the employee stands or stood in loco parentis
- Sibling, step sibling or foster sibling
- Biological, adoptive or foster parent, stepparent or a person who stood in loco parentis when the employee was a minor child
- Grandchild, foster grandchild, or step grandchild
- Grandparent or step grandparent
- A child of a sibling of the employee
- A sibling of the parent of the employee
- A child-in-law or sibling-in-law
- Any of the above family members of a spouse or registered domestic partner
- Any other individual related by blood or whose close association with the employee is the equivalent of a family relationship
- Up to one individual annually designated by the employee

Carry Over of Earned Sick and Safe Leave

Employees are eligible for carry over accrued but unused Earned Sick and Safe time into the following year, but the total of Earned Sick and Safe Leave carry over hours shall not exceed 80 hours.

Retaliation Prohibited

The city shall not discharge, discipline, penalize, interfere with, or otherwise retaliate or discriminate against an employee for asserting Earned Sick and Safe Leave rights, requesting an Earned Sick and Safe Leave absence, or pursuing remedies. Further, use of Earned Sick and Safe Leave will not be factored into any attendance point system the city may use.

Additionally, it is unlawful to report or threaten to report a person or a family member's immigration status for exercising a right under Earned Sick and Safe Leave.

Effective January 1, 2024



Request for Council Action

Date: June 26, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Continuing Services with BerganKDV for City of Wyoming Audit Services for 2024-2026

Method: Consent Agenda

Background Information:

The City of Wyoming has used BerganKDV for audit services since 2018 and they have completed both the City of Wyoming's annual financial audit and the Wyoming Fire Relief's audit. City staff and our contracted financial consultant have been impressed with BerganKDV's competence in their audit staff, excellent communication skills, objectivity, professional skepticism, integrity, and time management. Conducting a city audit takes a significant amount of time for our financial consultant and city staff. Having an audit firm that is organized and identifies necessary items and processes significantly reduces the amount of time and reproduction of items for staff. There is a significant value in this as having an auditor that does not do well can create many challenges and produce significant strain on staff time for completion.

The Fire Relief portion of the audit has increased significantly compared to previous years. For new clients, the standard rate is now set at \$10,000. However, as an existing client, our staff has collaborated with BerganKDV to mitigate the increase, making it less substantial than the new client rate, though it is still higher than in past audits.

Recommendation: To continue to have BerganKDV provide Audit services for the City of Wyoming for the years 2024 - 2026.

June 13, 2024

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

Robb:

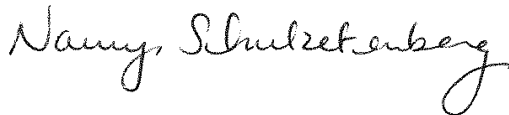
Thank you for the opportunity to provide auditing services to the City for the next three years.
Our quote, is as follows:

For the year ended December 31, 2024		
Audit of the City's Basic Financial Statements	\$36,120	
Audit of the Fire Relief Association	\$6,000	
For the year ended December 31, 2025		
Audit of the City's Basic Financial Statements	\$37,900	
Audit of the Fire Relief Association	\$7,000	
For the year ended December 31, 2026		
Audit of the City's Basic Financial Statements	\$39,800	
Audit of the Fire Relief Association	\$8,000	

Single audit fees will be \$4,000 to \$6,000, per program, on an annual basis, as necessary.

We appreciate the relationship we've had with the City over the last several years, and look forward to serving you in the future. If this quote meets the City's needs, please sign, and return this letter. We will then follow up with an engagement letter.

Sincerely,



Nancy M. Schulzetenberg, CPA

This letter correctly sets for the understanding of City of Wyoming, Minnesota.

By: _____

Title: _____

Date: _____

From: [Rick Ahartz](#)
To: [Grant Macfarlane](#)
Subject: Rick Ahartz
Date: Tuesday, June 18, 2024 2:13:21 PM

Grant as of today 6/11/2024 I will be resigning my position as a Wyoming Park Board member. It's be Wonderful working with you and the park board. Keep up the great work making are park's of Wyoming safe & Beautiful for families that what to come and use them. Thanks Rick Ahartz



June 26, 2024

Re: Public Safety Activity Report – July 2, 2024, City Council Meeting

Police Update

Pioneer Road Speed Concerns

At the May 7, 2024, Regular City Council meeting, two Wyoming residents raised concerns about excessive speed following a fatality crash in the 8100 Block of Pioneer Road. We continue to await the crash reconstruction reports from the Minnesota State Patrol to finalize our investigation into that incident. Since that time, I have followed up on the concerns by looking at the history of crashes reported and we conducted a traffic study.

Crash History

The following table identifies the eighteen (18) motor vehicle crashes that were reported to the Wyoming Police Department since 2019. Seven (7) of those crashes were in 2019 after the roadway was reconstructed in 2018.

- Six (6) crashes were weather related, possibly three (3) others due to the time of year but it wasn't documented in the police report.
- Two (2) crashes were the result of an intoxicated driver.
- Two (2) crashes were vehicle verses deer incidents.
- One (1) crash was medically related.
- One (1) was related to driver inattention.

The remaining six (6) crashes, excessive speed was possibly a contributing factor but it was not articulated either way in the police reports.

For comparison purposes, crash data was pulled for Greenway Avenue between Lake Blvd and Goodview Avenue. Greenway Avenue is a similar roadway design and there were thirteen (13) crashes reported during the same time period.



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

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

Crashes reported between 2019-2024 on Pioneer Road:

Date and Time	Incident Type	Reported Location	Brief Summary
04/26/24 11:10	Personal Injury Crash	8175 Pioneer RD, Chisago City, MN 55013	Fatal Crash
02/13/24 15:05	Personal Injury Crash	8023 Pioneer RD, Wyoming, MN 55092	Vehicle vs Mailbox
12/09/23 17:13	Property Damage Crash	Pioneer RD/Iris AVE, Chisago City, MN 55013	Vehicle Cross Center Lane, Minor Injury (Weather Related)
01/11/23 07:02	Vehicle Off the Road	Pioneer RD/Iris AVE, Chisago City, MN 55013	Vehicle Stuck in Deep Snow (Weather Related)
12/15/22 17:08	Property Damage Crash	8200 Pioneer RD, Chisago City, MN 55013	Vehicle Cross Center Lane, Minor Injury
05/29/22 16:08	Property Damage Crash	7904 Pioneer RD, Wyoming, MN 55092	Vehicle in the Ditch, Damaged Mailbox
05/04/22 10:36	Vehicle vs. Animal	7837 Pioneer RD, Wyoming, MN 55092	Deer
03/19/21 20:33	Vehicle vs. Animal	Pioneer RD/Iris AVE, Chisago City, MN 55013	Deer
11/02/20 09:55	Personal Injury Crash	Pioneer RD/260th ST, Wyoming, MN 55092	DWI
03/15/20 20:18	Vehicle Off the Road	Pioneer RD/Indian TRL, Chisago City, MN 55013	Medical Related Crash
02/11/20 17:07	Vehicle Off the Road	Pioneer RD/Kendall LN, Wyoming, MN 55092	Vehicle in the Ditch, No Injury or Damage
07/01/19 10:24	Personal Injury Crash	8191 Pioneer RD, Chisago City, MN 55013	Vehicle into the Ditch, Minor Injury
06/01/19 23:59	Property Damage Crash	Pioneer RD/260th ST, Wyoming, MN 55092	DWI
02/16/19 02:07	Vehicle Off the Road	Pioneer RD/Iris AVE, Chisago City, MN 55013	Vehicle in the Ditch, No Injury or Damage
01/29/19 03:21	Vehicle Off the Road	Pioneer RD/Indian TRL, Chisago City, MN 55013	Vehicle in the Ditch, No Injury or Damage (Weather Related)
01/24/19 17:12	Property Damage Crash	8189 Pioneer RD, Chisago City, MN 55013	Vehicle in the Ditch, No Injury or Damage (Weather Related)
01/22/19 09:23	Property Damage Crash	8191 Pioneer RD, Chisago City, MN 55013	Vehicle in the Ditch, Rolled, No Injury (Weather Related)
01/14/19 17:18	Vehicle Off the Road	8191 Pioneer RD, Chisago City, MN 55013	Vehicle in the Ditch, No Injury (Weather Related)

Covert Traffic Study

A covert traffic study was conducted from May 24, 2024 to June 3, 2024, using the TrafficStat Speed Monitoring device in the 8100 Block of Pioneer Road. The study was conducted in the 40 MPH zone. The full study is attached for your review.

Observations:

- 85th Percentile Speed: 42 MPH
- Average Speed: 37 MPH
- Median Speed: 38 MPH
- Speeders: 4,622/15,275 vehicles were exceeding the 40 MPH (30.3%)

The 85th percentile speed is defined as, “the speed at or below which 85 percent of all vehicles are observed to travel under free-flowing conditions past a monitored point.” Another way to consider this is the speed at which only 15% of traffic violate on average. Traffic engineers use the 85th percentile speed as a standard to set the speed limit at a safe speed, minimizing crashes and promoting uniform traffic flow along a corridor. There is some contemporary research that is questioning this long-standing process of using the 85th percentile as being outdated, but this new approach is a more progressive approach to evaluating and setting speed limits.

Next Steps

The City intends on adjusting the speed limits from 40 MPH to 30 MPH, on the portion of Pioneer Road in Wyoming as a pilot study to determine the effects of reduced speed limits in our community.

- Phase 1: Baseline traffic study (completed)
- Phase 2: We will make the adjustment to the speed limit and run another traffic study.
- Phase 3: We will then conduct focused traffic enforcement to inform drivers of the speed limit changes to reinforce the change.
- Phase 4: Final traffic study to determine the impact of the adjusted speed limit and traffic enforcement.

This modification would be a permanent change and the speed limits would not be reverted back to the previous speed limits. The understanding is that this is a pilot study and does not necessarily set a precedence for future concern areas. We are just looking to determine how a reduction in speed limits impacts driver behavior and crashes in Wyoming.

Fire Update

The fire department responded to multiple downed trees due to weather in the last week. Also, they participated in a public education demonstration at Apple Academy this week. This is always a great time.

Upcoming Community Outreach Events

August 6, 2024 Night to Unite

September 14, 2024 Stagecoach Day

A handwritten signature in black ink, appearing to read "N. D. Bauer". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Neil D. Bauer, Ed.D.
Public Safety Director/Police Chief

SpeedView Analysis Report

Pioneer

Fri May 24, 2024 11:04
to Mon Jun 3, 2024 10:15

File: 00570012.csv

Date Created: Monday, June 3, 2024

Generator: 01986209

Table of Contents

Summary	3
Traffic Analysis Report	4
Volume - Total Vehicles	5
Volume - Weekday Total Vehicles	6
Volume - Weekend Total Vehicles	7
Volume - By Time	8
Volume - By Hour	9
Volume - By Weekday Hour	10
Volume - By Weekend Hour	11
Volume - Total Speeders	12
Speed - Maximum Speed	13
Speed - Average Speed	14
Speed - Median Speed	15
Speed - 85th Percentile Speed	16
Contact Us	17

Summary

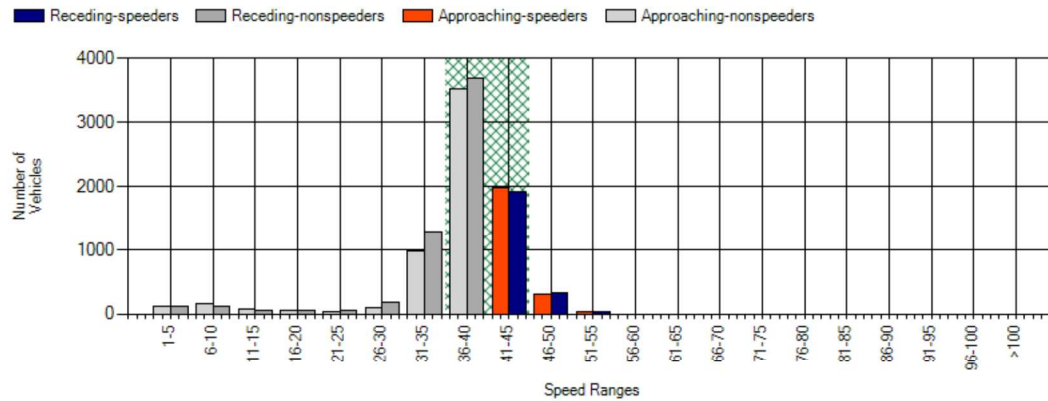
Study Summary for file 00570012.csv

Traffic Analysis Report

Result Description		
File:	00570012.csv	
Study Title:	Pioneer	
Study Run Dates:	2024/05/24 11:04:24 to 2024/06/03 10:15:00	
Total Study Time:	9 Days 23 Hours 10 Minutes	
Study Download Time:	2024/06/03 12:09:38	
Study Location:		
Study GPS Location:	Unknown	
Study Timing Interval:	5 minute blocks	
Study Total # of Vehicles:	15275	
Study Posted Speed Limit:	40 mph	
Study Total # of Speeders:	4622	
Approaching Traffic	# of Vehicles:	7412
	# of Speeders:	2343
	Maximum Speed:	69 mph
	Average Speed:	37 mph
	Median Speed:	38 mph
	85th Pcentile Speed:	42 mph
	10 MPH Pace:	36 to 45 mph
Receding Traffic	# of Vehicles:	7863
	# of Speeders:	2279
	Maximum Speed:	73 mph
	Average Speed:	37 mph
	Median Speed:	38 mph
	85th Pcentile Speed:	42 mph
	10 MPH Pace:	36 to 45 mph

Volume - Total Vehicles

The following graph shows the breakdown of all vehicles tracked in this study. The horizontal axis is broken down into incrementing speed buckets of 5 mph with the resulting count of vehicles residing within those speeds being displayed as the corresponding volume on the vertical axis.

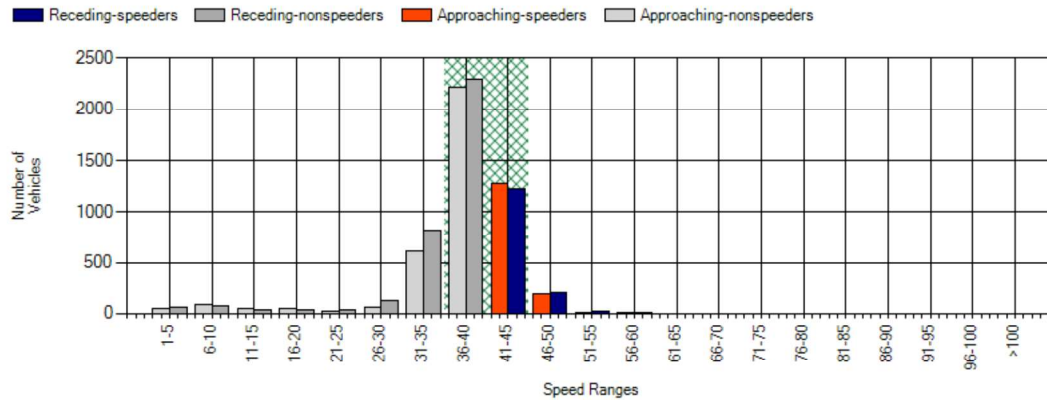


Speed [mph]	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55
Approaching Total Volume	117	155	87	69	40	111	971	3519	1987	310	33
% of Total Approaching	1.58%	2.09%	1.17%	0.93%	0.54%	1.50%	13.10%	47.48%	26.81%	4.18%	0.45%
Receding Total Volume	116	124	57	52	59	194	1283	3699	1916	321	31
% of Total Receding	1.48%	1.58%	0.72%	0.66%	0.75%	2.47%	16.32%	47.04%	24.37%	4.08%	0.39%
Total Volume	233	279	144	121	99	305	2254	7218	3903	631	64
% of Total Volume	1.53%	1.83%	0.94%	0.79%	0.65%	2.00%	14.76%	47.25%	25.55%	4.13%	0.42%

Speed (continued) [mph]	56-60	61-65	66-70	71-75	76-80	81-85	86-90	91-95	96-100	100+	Totals
Approaching Total Volume	7	5	1	0	0	0	0	0	0	0	7412
% of Total Approaching	0.09%	0.07%	0.01%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--
Receding Total Volume	5	3	2	1	0	0	0	0	0	0	7863
% of Total Receding	0.06%	0.04%	0.03%	0.01%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--
Total Volume	12	8	3	1	0	0	0	0	0	0	15275
% of Total Volume	0.08%	0.05%	0.02%	0.01%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--

Volume - Weekday Total Vehicles

The following graph shows the breakdown of all vehicles tracked in this study for weekdays. The horizontal axis is broken down into incrementing speed buckets of 5 mph with the resulting count of vehicles residing within those speeds being displayed as the corresponding volume on the vertical axis.

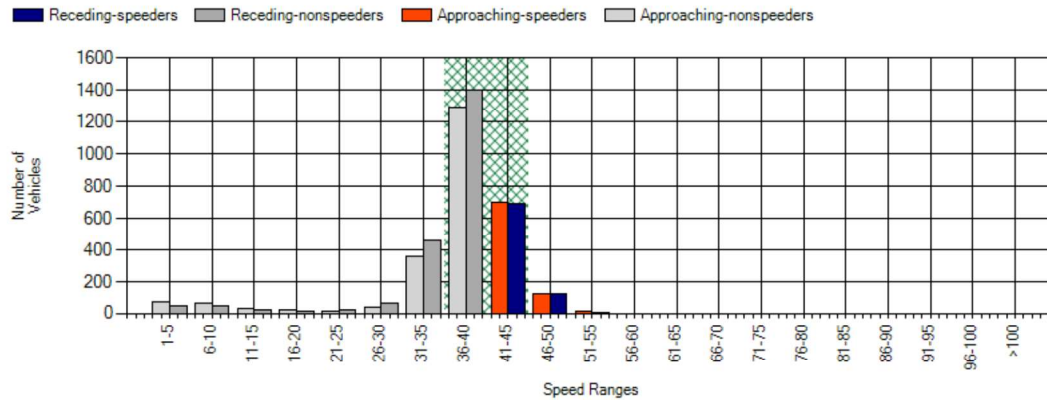


Speed [mph]	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55
Approaching Weekday Volume	47	93	55	48	24	67	615	2221	1283	188	15
% of Weekday Approaching	1.01%	1.99%	1.18%	1.03%	0.51%	1.44%	13.18%	47.60%	27.50%	4.03%	0.32%
% of Total Weekday	0.49%	0.97%	0.57%	0.50%	0.25%	0.70%	6.40%	23.10%	13.34%	1.96%	0.16%
% of Total Approaching	0.63%	1.25%	0.74%	0.65%	0.32%	0.90%	8.30%	29.96%	17.31%	2.54%	0.20%
Receding Weekday Volume	66	73	33	35	33	129	824	2298	1226	201	22
% of Weekday Receding	1.33%	1.48%	0.67%	0.71%	0.67%	2.61%	16.65%	46.43%	24.77%	4.06%	0.44%
% of Total Weekday	0.69%	0.76%	0.34%	0.36%	0.34%	1.34%	8.57%	23.90%	12.75%	2.09%	0.23%
% of Total Receding	0.84%	0.93%	0.42%	0.45%	0.42%	1.64%	10.48%	29.23%	15.59%	2.56%	0.28%
Weekday Volume	113	166	88	83	57	196	1439	4519	2509	389	37
% of Weekday Volume	1.18%	1.73%	0.92%	0.86%	0.59%	2.04%	14.97%	47.00%	26.09%	4.05%	0.38%
% of Total Volume	0.74%	1.09%	0.58%	0.54%	0.37%	1.28%	9.42%	29.58%	16.43%	2.55%	0.24%

Speed (continued) [mph]	56-60	61-65	66-70	71-75	76-80	81-85	86-90	91-95	96-100	100+	Totals
Approaching Weekday Volume	5	4	1	0	0	0	0	0	0	0	4666
% of Weekday Approaching	0.11%	0.09%	0.02%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--
% of Total Weekday	0.05%	0.04%	0.01%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--
% of Total Approaching	0.07%	0.05%	0.01%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--
Receding Weekday Volume	5	2	1	1	0	0	0	0	0	0	4949
% of Weekday Receding	0.10%	0.04%	0.02%	0.02%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--
% of Total Weekday	0.05%	0.02%	0.01%	0.01%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--
% of Total Receding	0.06%	0.03%	0.01%	0.01%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--
Weekday Volume	10	6	2	1	0	0	0	0	0	0	9615
% of Weekday Volume	0.10%	0.06%	0.02%	0.01%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--
% of Total Volume	0.07%	0.04%	0.01%	0.01%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--

Volume - Weekend Total Vehicles

The following graph shows the breakdown of all vehicles tracked in this study for weekends. The horizontal axis is broken down into incrementing speed buckets of 5 mph with the resulting count of vehicles residing within those speeds being displayed as the corresponding volume on the vertical axis.

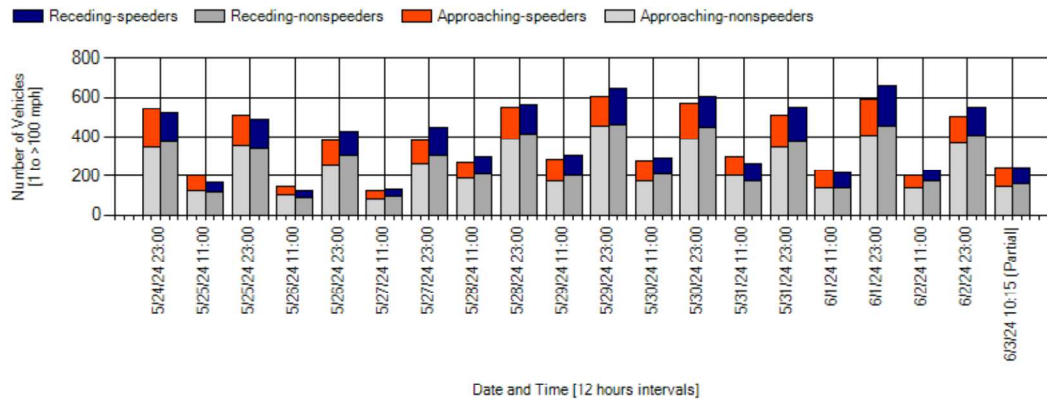


Speed [mph]	1-5	6-10	11-15	16-20	21-25	26-30	31-35	36-40	41-45	46-50	51-55
Approaching Weekend Volume	70	62	32	21	16	44	356	1298	704	122	18
% of Weekend Approaching	2.55%	2.26%	1.17%	0.76%	0.58%	1.60%	12.96%	47.27%	25.64%	4.44%	0.66%
% of Total Weekend	1.24%	1.10%	0.57%	0.37%	0.28%	0.78%	6.29%	22.93%	12.44%	2.16%	0.32%
% of Total Approaching	0.94%	0.84%	0.43%	0.28%	0.22%	0.59%	4.80%	17.51%	9.50%	1.65%	0.24%
Receding Weekend Volume	50	51	24	17	26	65	459	1401	690	120	9
% of Weekend Receding	1.72%	1.75%	0.82%	0.58%	0.89%	2.23%	15.75%	48.08%	23.68%	4.12%	0.31%
% of Total Weekend	0.88%	0.90%	0.42%	0.30%	0.46%	1.15%	8.11%	24.75%	12.19%	2.12%	0.16%
% of Total Receding	0.64%	0.65%	0.31%	0.22%	0.33%	0.83%	5.84%	17.82%	8.78%	1.53%	0.11%
Weekend Volume	120	113	56	38	42	109	815	2699	1394	242	27
% of Weekend Volume	2.12%	2.00%	0.99%	0.67%	0.74%	1.93%	14.40%	47.69%	24.63%	4.28%	0.48%
% of Total Volume	0.79%	0.74%	0.37%	0.25%	0.27%	0.71%	5.34%	17.67%	9.13%	1.58%	0.18%

Speed (continued) [mph]	56-60	61-65	66-70	71-75	76-80	81-85	86-90	91-95	96-100	100+	Totals
Approaching Weekend Volume	2	1	0	0	0	0	0	0	0	0	2746
% of Weekend Approaching	0.07%	0.04%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--
% of Total Weekend	0.04%	0.02%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--
% of Total Approaching	0.03%	0.01%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--
Receding Weekend Volume	0	1	1	0	0	0	0	0	0	0	2914
% of Weekend Receding	0.00%	0.03%	0.03%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--
% of Total Weekend	0.00%	0.02%	0.02%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--
% of Total Receding	0.00%	0.01%	0.01%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--
Weekend Volume	2	2	1	0	0	0	0	0	0	0	5660
% of Weekend Volume	0.04%	0.04%	0.02%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--
% of Total Volume	0.01%	0.01%	0.01%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	--

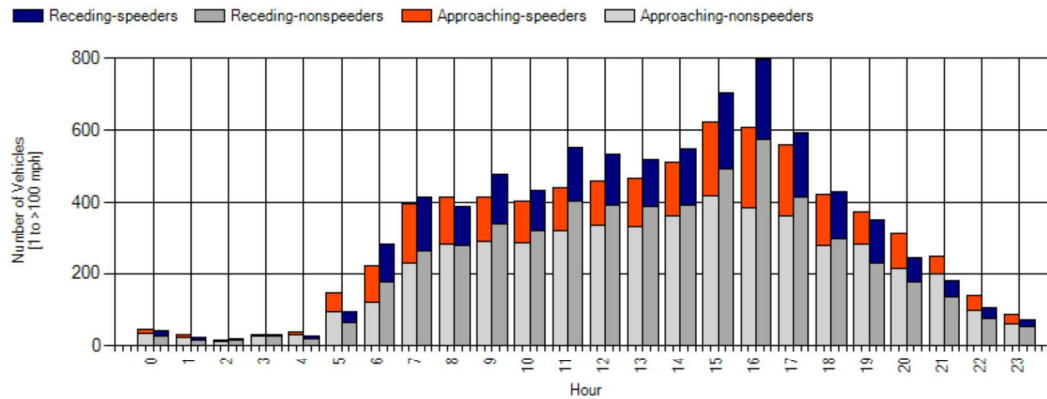
Volume - By Time

The following graph shows the breakdown of all vehicles tracked in this study. The horizontal axis is broken down into distinct time intervals of the study with the resulting count of vehicles captured during those time intervals being displayed as the corresponding volume on the vertical axis.



Volume - By Hour

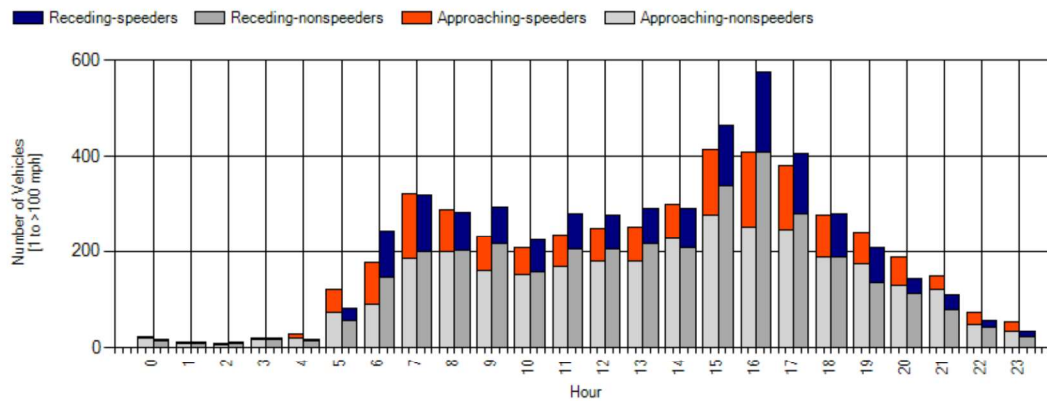
The following graph shows the breakdown of all vehicles tracked in this study. The horizontal axis is broken down into distinct time intervals of the study with the resulting count of vehicles captured during those time intervals being displayed as the corresponding volume on the vertical axis.



Hour	Travel Direction	Total Vehicles	Number of Speeders	Median Speed (mph)	Maximum Speed (mph)	Average Speed (mph)	85th % Speed (mph)
0	Approaching	46	11	31	55	31	33
0	Receding	42	14	36	58	36	37
1	Approaching	31	7	32	50	32	33
1	Receding	24	8	34	56	34	35
2	Approaching	18	4	35	64	33	35
2	Receding	20	2	35	44	35	35
3	Approaching	31	5	32	48	31	33
3	Receding	33	3	34	44	34	35
4	Approaching	40	10	36	46	36	37
4	Receding	29	8	38	46	38	38
5	Approaching	148	52	37	52	37	41
5	Receding	96	30	37	51	37	40
6	Approaching	222	101	39	50	39	43
6	Receding	279	104	39	54	37	42
7	Approaching	397	170	40	55	39	43
7	Receding	414	151	39	57	38	43
8	Approaching	416	137	38	51	37	42
8	Receding	387	110	37	50	36	42
9	Approaching	413	126	38	52	37	42
9	Receding	477	136	38	51	37	42
10	Approaching	405	122	38	50	37	43
10	Receding	433	110	37	51	36	42
11	Approaching	440	118	37	51	36	42
11	Receding	553	151	38	61	36	42
12	Approaching	458	120	37	50	37	42
12	Receding	535	144	38	66	37	42
13	Approaching	465	133	38	58	36	42
13	Receding	520	130	37	56	36	42
14	Approaching	510	149	38	55	37	42
14	Receding	547	153	37	49	36	42
15	Approaching	622	203	38	61	37	42
15	Receding	703	209	38	55	37	42
16	Approaching	608	225	39	54	38	43
16	Receding	796	223	38	61	37	42
17	Approaching	560	197	39	69	38	43
17	Receding	593	178	38	53	38	43
18	Approaching	422	144	39	55	38	43
18	Receding	430	136	38	61	37	42
19	Approaching	373	93	37	53	36	42
19	Receding	351	121	39	73	38	43
20	Approaching	315	101	38	61	37	42
20	Receding	245	68	38	69	37	41
21	Approaching	246	47	34	62	33	40
21	Receding	180	43	37	53	37	40
22	Approaching	139	41	34	59	34	38
22	Receding	104	28	35	49	35	39
23	Approaching	87	27	34	51	33	36
23	Receding	72	19	35	52	34	36

Volume - By Weekday Hour

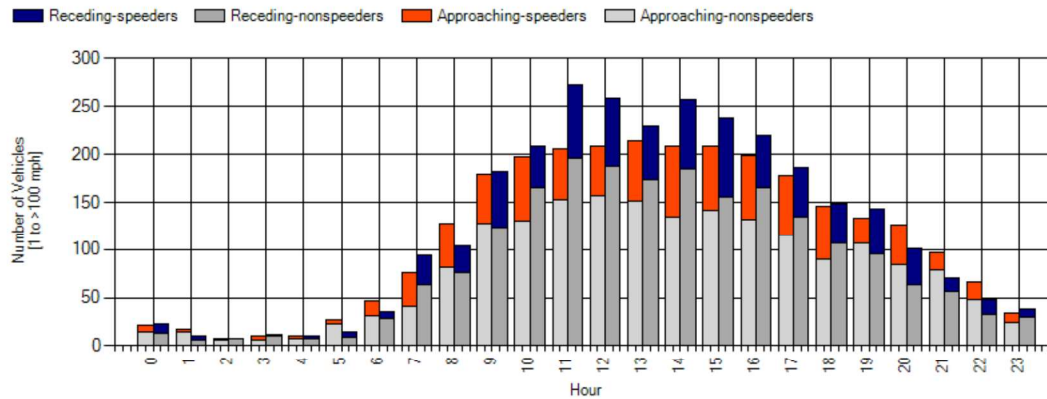
The following graph shows the breakdown of all vehicles tracked in this study. The horizontal axis is broken down into distinct time intervals of the study with the resulting count of vehicles captured during those time intervals being displayed as the corresponding volume on the vertical axis.



Weekday Hour	Travel Direction	Total Vehicles	Number of Speeders	Median Speed (mph)	Maximum Speed (mph)	Average Speed (mph)	85th % Speed (mph)
0	Approaching	24	3	26	41	26	28
0	Receding	19	4	31	58	31	33
1	Approaching	13	4	29	50	29	31
1	Receding	13	3	31	56	31	31
2	Approaching	10	3	38	64	36	39
2	Receding	12	2	34	44	34	34
3	Approaching	21	1	30	48	30	32
3	Receding	21	2	31	44	31	32
4	Approaching	29	7	36	46	36	37
4	Receding	19	5	37	46	37	37
5	Approaching	121	48	38	52	37	42
5	Receding	82	25	37	51	37	40
6	Approaching	176	86	40	50	40	44
6	Receding	243	96	39	54	37	43
7	Approaching	321	135	39	51	39	43
7	Receding	320	121	39	57	39	43
8	Approaching	288	90	37	48	36	42
8	Receding	283	82	37	50	35	42
9	Approaching	234	74	38	52	38	42
9	Receding	295	78	38	51	37	42
10	Approaching	208	55	38	47	38	42
10	Receding	224	66	38	51	37	42
11	Approaching	235	65	38	50	37	42
11	Receding	280	74	38	61	36	41
12	Approaching	249	68	37	50	37	41
12	Receding	277	73	38	66	37	42
13	Approaching	251	70	38	58	37	41
13	Receding	291	75	38	56	37	42
14	Approaching	301	75	37	52	36	42
14	Receding	290	81	37	49	37	42
15	Approaching	413	136	39	51	37	42
15	Receding	465	126	38	55	36	41
16	Approaching	409	158	39	51	38	43
16	Receding	576	168	38	61	38	42
17	Approaching	382	134	39	69	38	43
17	Receding	407	127	39	51	38	43
18	Approaching	277	89	39	55	38	43
18	Receding	281	93	38	59	37	42
19	Approaching	240	67	37	53	36	42
19	Receding	208	73	38	73	38	43
20	Approaching	189	59	38	61	37	42
20	Receding	144	31	37	50	37	40
21	Approaching	149	29	34	62	33	40
21	Receding	109	29	38	53	37	41
22	Approaching	73	23	34	59	34	39
22	Receding	56	13	33	48	34	39
23	Approaching	53	17	34	51	33	36
23	Receding	34	11	35	52	35	36

Volume - By Weekend Hour

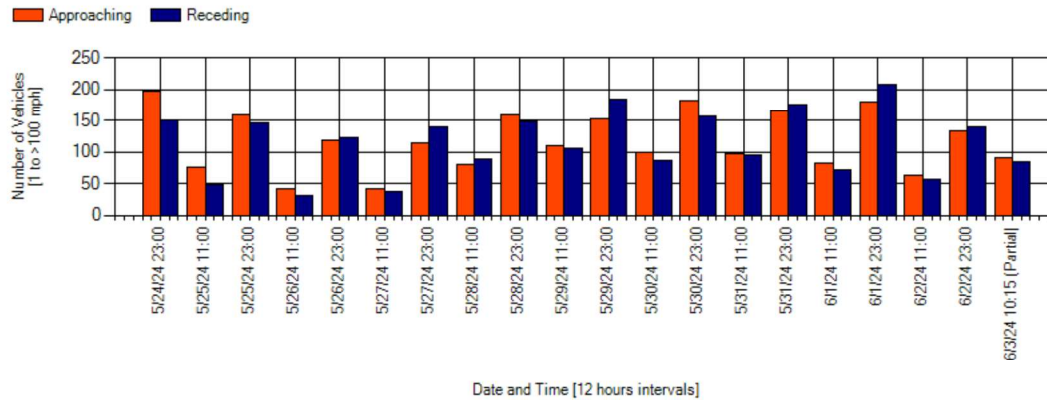
The following graph shows the breakdown of all vehicles tracked in this study. The horizontal axis is broken down into distinct time intervals of the study with the resulting count of vehicles captured during those time intervals being displayed as the corresponding volume on the vertical axis.



Weekend Hour	Travel Direction	Total Vehicles	Number of Speeders	Median Speed (mph)	Maximum Speed (mph)	Average Speed (mph)	85th % Speed (mph)
0	Approaching	22	8	37	55	37	39
0	Receding	23	10	39	43	39	40
1	Approaching	18	3	34	43	34	34
1	Receding	11	5	38	43	38	39
2	Approaching	8	1	30	44	30	30
2	Receding	8	0	36	39	36	36
3	Approaching	10	4	35	46	35	35
3	Receding	12	1	38	41	38	38
4	Approaching	11	3	36	42	36	36
4	Receding	10	3	39	45	39	40
5	Approaching	27	4	33	46	33	36
5	Receding	14	5	39	46	39	40
6	Approaching	46	15	39	50	39	41
6	Receding	36	8	36	44	36	38
7	Approaching	76	35	40	55	39	43
7	Receding	94	30	38	48	37	42
8	Approaching	128	47	39	51	38	43
8	Receding	104	28	37	50	37	42
9	Approaching	179	52	37	49	37	42
9	Receding	182	58	38	50	38	43
10	Approaching	197	67	38	50	37	43
10	Receding	209	44	36	50	35	41
11	Approaching	205	53	36	51	35	42
11	Receding	273	77	38	53	36	42
12	Approaching	209	52	37	49	36	42
12	Receding	258	71	37	50	37	42
13	Approaching	214	63	37	50	36	42
13	Receding	229	55	37	54	36	42
14	Approaching	209	74	39	55	37	41
14	Receding	257	72	37	49	35	42
15	Approaching	209	67	38	61	36	43
15	Receding	238	83	39	49	37	42
16	Approaching	199	67	37	54	36	43
16	Receding	220	55	37	49	36	41
17	Approaching	178	63	39	50	38	43
17	Receding	186	51	38	53	37	42
18	Approaching	145	55	39	51	38	43
18	Receding	149	43	39	61	38	43
19	Approaching	133	26	37	50	37	42
19	Receding	143	48	39	51	39	43
20	Approaching	126	42	38	52	38	43
20	Receding	101	37	39	69	38	43
21	Approaching	97	18	34	47	34	41
21	Receding	71	14	36	52	36	39
22	Approaching	66	18	34	48	34	38
22	Receding	48	15	37	49	36	39
23	Approaching	34	10	34	50	33	37
23	Receding	38	8	35	45	34	36

Volume - Total Speeders

The following graph shows the breakdown of all speeding vehicles tracked in this study based on the posted speed limit entered (40 mph). The horizontal axis is broken down into incrementing speed buckets of 5 mph with the resulting count of vehicles residing within those speeds being displayed as the corresponding volume on the vertical axis.



Approaching Breakdown

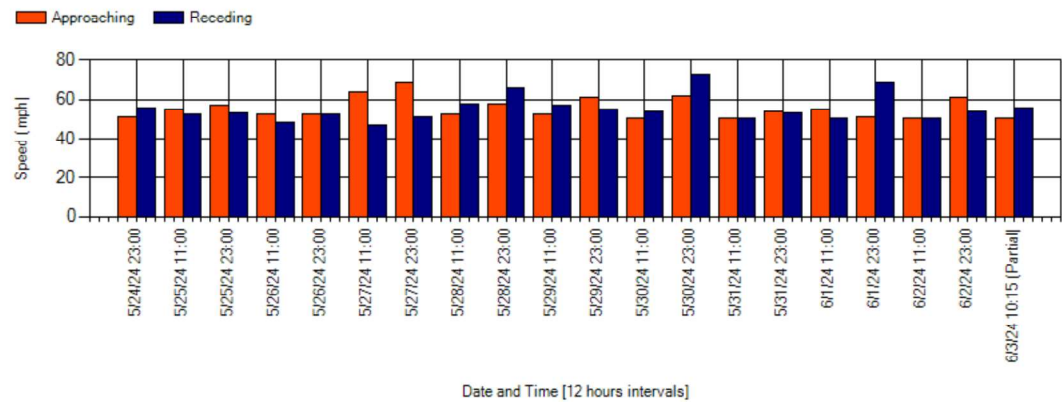
Speeding Statistics		10 MPH Pace		# Exceeding Limit			
Posted Limit	40 mph	Pace Speed	36 to 45 mph	Speed	41 to 50 mph	51 to 60 mph	61+ mph
# At/Under Limit	5069	# In Pace	15	Volume	2297	40	6
# Over Limit	2343	% In Pace	0.20%	Percent	30.99%	0.54%	0.08%
Average Speed	37 mph						
85th % Speed (weighted)	42 mph						
				Total	2343		
					31.61%		

Receding Breakdown

Speeding Statistics		10 MPH Pace		# Exceeding Limit			
Posted Limit	40 mph	Pace Speed	36 to 45 mph	Speed	41 to 50 mph	51 to 60 mph	61+ mph
# At/Under Limit	5584	# In Pace	19	Volume	2237	36	6
# Over Limit	2279	% In Pace	0.24%	Percent	28.45%	0.46%	0.08%
Average Speed	37 mph						
85th % Speed (weighted)	42 mph						
				Total	2279		
					28.98%		

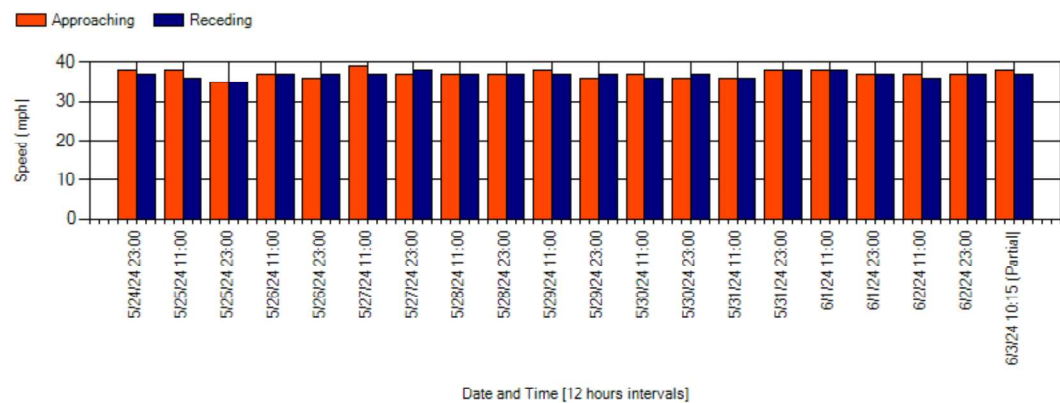
Speed - Maximum Speed

The following graph shows the maximum speeds captured in this study. The horizontal axis is broken down into distinct time intervals of the study with the resulting maximum vehicle speed captured during those time intervals being displayed as the corresponding speed value on the vertical axis.



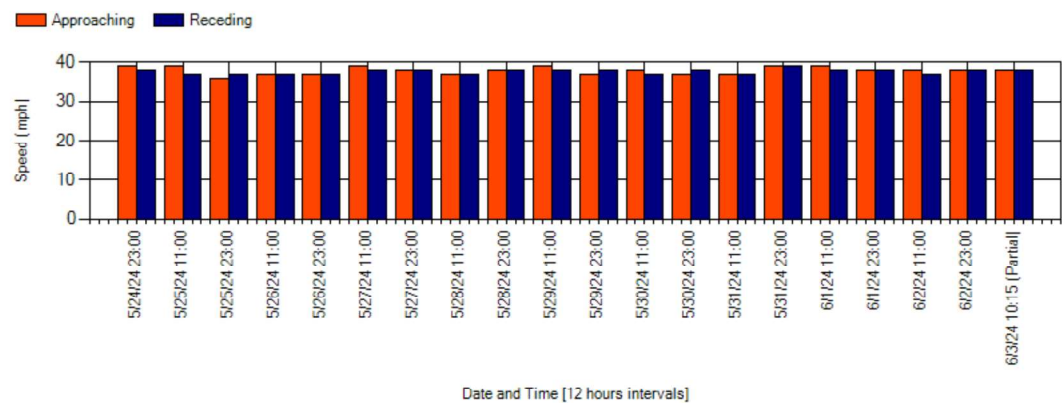
Speed - Average Speed

The following graph shows the average speeds captured in this study. The horizontal axis is broken down into distinct time intervals of the study with the resulting average vehicle speed captured during those time intervals being displayed as the corresponding speed value on the vertical axis.



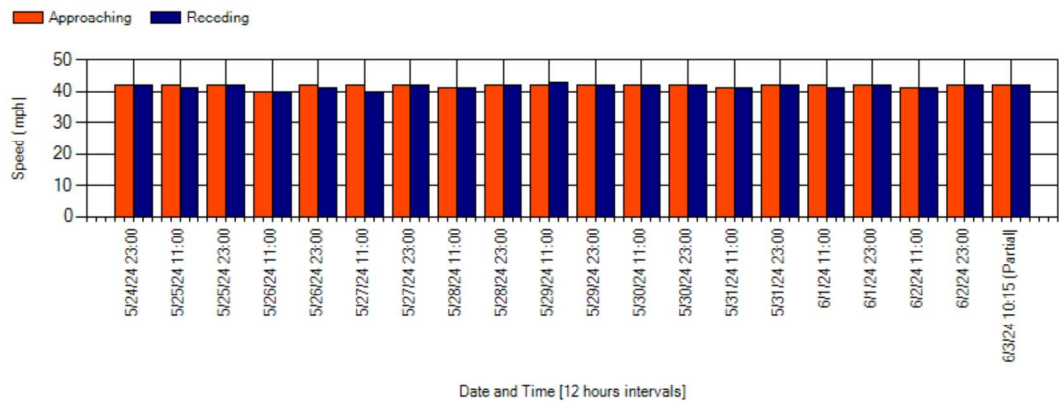
Speed - Median Speed

The following graph shows the median speeds captured in this study. The horizontal axis is broken down into distinct time intervals of the study with the resulting median vehicle speed captured during those time intervals being displayed as the corresponding speed value on the vertical axis.



Speed - 85th Percentile Speed

The following graph shows the 85th percentile speeds captured in this study. The horizontal axis is broken down into distinct time intervals of the study with the resulting 85th percentile vehicle speed captured during those time intervals being displayed as the corresponding speed value on the vertical axis.



Contact Us

For questions or comments about this product, please contact us at the following:

MPH Industries, Inc., 316 E. 9th St., Owensboro, KY 42303
Customer Service & Sales Department 1-888-689-9222
Email: info@mphindustries.com



June 26, 2024
Honorable Mayor and City Council
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

RE: JULY 2, 2024 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.

Fairview Hospital

Waiting on the HVAC contractor to provide the weight of the existing rooftop cooling unit and its replacement. A permit application to remodel the CT scanner room has been submitted.

Rosenbauer Damaged Siding Replacement

Work on the east wall is complete. Work has started on the west wall.



Commercial Plumbing and Heating

This project is on hold to address stormwater pond sizing issues.



DEPARTMENT OF BUILDING SAFETY

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

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

Gregory Contracting

A temporary Certificate of Occupancy has been issued. Plumbing, heating, and septic system final inspections have been approved. The majority of the exterior work is complete. Insulation is complete, the septic system has been 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.

Katie's Glen Subdivision

The permit for a model home at the northeast corner of the intersection of Goodview Avenue & Goodwin Lane has been issued. Work to begin construction of the public improvements has started.

Sincerely,



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



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Writer's Email:
tloonan@eckberglammers.com

June 26, 2024

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

Delivered via Email

Re: City of Wyoming
Status Update for the Period of – June 14, 2024 – June 26, 2024

Dear Robb:

Our office is assisting in responding to legal questions and providing specific analysis relating to Minnesota's cannabis law changes. We continue our role as general counsel, answering questions, addressing legal concerns and reviewing items for the City including development matters, law updates, employment matters and policy considerations as requested.

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

Stillwater Office
1809 Northwestern Avenue
Stillwater, MN 55082
Phone: 651-439-2878
Fax: 651-439-2923

Hudson Office
430 Second Street
Hudson, WI 54016
Phone: 715-386-3733
Fax: 715-386-6456



Engineer's Report

June 26, 2024

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

Re: July 2, 2024, 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

A neighborhood meeting was held on May 28, 2024 to share the results of the feasibility study in advance of the public hearing. The public hearing was held on June 4, 2024. A resolution ordering the improvement was approved by the City Council. An agenda item approving the plans and specifications and authorizing the advertisement was approved at the last City Council meeting. Receiving bids and consideration of awarding a contract is expected to take place at the second meeting in July or first meeting in August

Trunk Watermain and Sanitary Sewer Forcemain upsizing

The project watermain and forcemain has been installed. Testing to ensure compliance with specifications has been completed. Disturbed areas have been graded and prepped for restoration which is expected to occur the week of June 24th.

Katies Glen

The utility crew has left the site until conditions allow them to continue work. Rainfall has limited their progress. Grading, seeding and mulching has been completed where they can and watermain, sanitary sewer, and storm sewer construction are currently underway. Storm sewer picking up drainage from the southern portion of the development has been asked to be installed as soon as the watermain and sanitary sewer within the roadway (where storm crosses). This will alleviate drainage concerns from the properties to the south of the development.

Aadland Development (Hunter Hill)

The punch list items have been completed. Project acceptance is an agenda item for your consideration.

2024 Pavement Management Plan

WSB staff and Wyoming Public works staff have reviewed roadway segments, completed database set up, identified projects completed since the last rating was completed, and have identified mayor patching work completed that may artificially inflate the pavement rating. Field ratings are set to begin in July.

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

Both the roadway and bridge portions of the project are substantially complete. Minor work and restoration will take place in the spring. The fencing along the bridge to guide “critters” to the culvert above the waterline is in the process of being installed. As-built plans are being prepared for inclusion in Wyoming’s asset management system.

Fallbrook Avenue and 264th Street Improvement Project

The project is now substantially complete. Remaining work to close out the project will take place in the spring. As-built plans are being prepared for inclusion in Wyoming’s asset management system.

Diamond Ridge Development

The contractor is completing punch list items and is preparing to place the final lift of asphalt.

Bingham Property – Hallberg Project (Multi-Tennent)

No new update.

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)

No new update.

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. The 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

The contractor has completed paving the final lift of pavement. The project is nearing the point of project acceptance by City Council.

Hallberg Storage

No new update.

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



June 27, 2024

Honorable Mayor Iverson and City Council Members Nanko Yeager, Luger, Ohnstad and Schilling,

RE: July 2, 2024 City Council Meeting

Public Works Department Activity

- Crew attended First Aid and CPR training
- Continued hydrant flushing, hoping to wrap up Friday June 28th
- Began cross training staff on work in the utility division including daily water tests being preformed by the on call operator
- Crew assisted with Erickson Electric on the site preparation and restoration of Lift Station 2 (Railroad Blvd) transformer installation
- Crew began work on panel installation at Lift Station 11 (Glen Oak & East Viking Blvd)
- Responded to numerous trees fallen in the Right of Way during the heavy rainfalls the week of June 17th
- All hoists, lifts and cranes were inspected by American Testing Center and repairs have been made or are in process
- Preformed building maintenance at Police Department
- Assisted Police Department with Speed Trailer maintenance

Streets:

Gravel road maintenance has continued as weather allows. All gravel roads have been graded at least once. Cleared vegetation in the right of way with emphasis at intersection so motorists and pedestrians have a clear view of oncoming traffic. Tree trimming in plow routes has ceased for the summer season, we will resume in the fall.

Utilities:

The crew completed utility locates in the city. Meter installs as they come through.

- **Sanitary Sewer**

Staff have continued to do rounds checking lift stations. Lift Station 11 panel installation has begun and is being carried out by Wyoming Public Works Maintenance Crew. Lift Station 2 has a brand-new transformer installed (by Xcel Energy; site work performed by Wyoming Public

PUBLIC WORKS

Phone: 651-462-0580 • Fax: 651-462-0581

PO Box 188 • 26490 Faxton Avenue • Wyoming, MN 55092

Works Maintenance Crew). New heaters installed at Lift Stations 4, 7 and 14.

- **Water:**

Continuing water testing and monitoring the city's water distribution system. Regular maintenance of well equipment. Continuing to work with city business to obtain water samples after COVID changed how we perform this. Connection & meter are installed at North Tower and numerous construction companies are making use of this. Replaced OIT (operations information technology) at Well 1 as the previous one reached the end of its life cycle.

Surface Water:

Sweeping operations have been completed. Upcoming training with McPhillips Sweeping on routine maintenance operator can perform as well as best operating practices for patterns and routes.

Parks:

Respectfully submitted,
Steve Reeves
Public Works Superintendent



Request for Council Action

Date: June 24, 2024

Presented to: City Council

Presented by: Grant MacFarlane, Assistant City Administrator

Department: Administration

Reference: Old Town Hall - Dog Park

Method: Communication

Background Information:

Installation of the new fencing at the Old Town Hall Dog Park was completed on May 13, 2024 by Cyclone Fence. Roughly 340 feet of new chain link was placed at the site and hooked into the existing fencing. Additionally, the existing fence was lowered to ensure that dogs remain within the park.

The Wyoming Public Works crew was on site during the week of May 20th to deliver the waste receptacle, dog waste bag dispenser, and park rules sign. All mentioned amenities/features are now present at the new dog park and Staff has received reports that it is already being used by residents.







Request for Council Action

Date: June 27, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Reuter Walton Housing Project – Resolution and Letter of Support for potential project Seventy-two unit Affordable Housing Project

Method: New Business

Background Information:

The City of Wyoming and Chisago County HRA/EDA were approached by Reuter Walton Development Company in the early spring of 2024 regarding the possibility of a Seventy-two Unit Affordable Housing Development on land that is privately owned west of the Sunrise Trail as seen below.



For the project to move forward the developer is pursuing 9% affordable housing tax credits that is a competitive process administered by Minnesota Housing Finance Agency (MHFA). That application to the MHFA is due in July for potential projects. If the project was selected by MHFA to receive the tax credits that announcement would be made in the fourth quarter of 2024.

As part of the application to the Minnesota Housing Finance Agency (MHFA) it is necessary for the developer to receive specific items of support from the City and County for their application. The developer needs a resolution from the City of Wyoming supporting the project and the intent to use Tax Increment Financing (TIF) for the project. Secondly MHFA requires a letter of support for the project indication of an estimated amount of TIF increment assistance for the project. TIF is necessary for both the project to be viable in a competitive tax credit process and for the project feasibility from a financial perspective.

The Resolution 24-07-63 is presented to the city council for review and approval. The resolution indicated support for the Reuter Walton Seventy-two Unit affordable housing project and a letter of support from the City council for an estimated amount of tax increment for the project of \$356,100 of a duration of up to 26 years.

A representative from Rueter Walton will be present at the meeting to discuss the project and answer questions from council. A representative from Baker Tilly will be present at the council meeting to give a brief presentation about the project costs and how TIF would be utilized for the project. Both presentations have been included in the council packet.

The Resolution 24-07-63 has been reviewed and approved by the city's bond counsel attorney to ensure its compliance with TIF Statutes and the appropriateness for the developers MHFA grant application. If the developer were selected for the MHFA Tax credits late this year the City of Wyoming and Wyoming EDA when then review the potential creation of a TIF for the project at the end of 2024 and into 2025.

A second resolution, Resolution 24-07-64 has been attached as part of the project as well. The Chisago County HRA/EDA Trust fund has awarded a \$200,000 loan for the project at 1% interest over 20 years contingent on the City of Wyoming's approval and support of the project. This resolution establishes support from the city for the Chisago County HRA/EDA Trust fund and adopts the following findings of fact related to the project proposed by Reuter Walton and its application for an award from the Housing Trust Fund program and express their approval. The City Council hereby finds and adopts the reasons and facts supporting the following findings of fact for the approval of the Housing Trust Fund program application:

1. Finding that the project is in the public interest because it will encourage affordable housing resulting in diversity of housing types and housing for potential employees of the local businesses.
2. Finding that the proposed project, in the opinion of the City Council, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future.
3. Finding that the proposed project conforms to the general plan for the development or redevelopment of the City as a whole.
4. Finding that the proposed project will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the redevelopment or development of the project by private enterprise.

Recommendation: To approve Resolution 24-07-63 a resolution expressing support for the proposed use of tax increment financing for an affordable housing project by Rueter Walton Development, LLC and Resolution 24-07-64 a resolution regarding the support of a housing trust fund application in connection with Reuter Walton Development LLC.

Memo

To: Robb Linwood, City of Wyoming

From: Mikaela Huot, Director
Jake Emeott, Senior Consultant

Date: June 25, 2024

Subject: Preliminary Tax Increment Revenue Projections for Proposed Reuter Walton Workforce Housing Project and Potential TIF Housing District

Background

The City of Wyoming has been working with the Reuter Walton development team on potential construction of a new three story, 72-unit residential rental workforce apartment complex. The development team is applying for funding from MHFA with anticipated awarding of tax credits and funding in December 2024. The City has been requested to consider providing tax increment financing assistance through the establishment of a Housing Tax Increment Financing District as a gap funding source. The total development cost for the project is estimated to be \$25,387,333 and the request for financial assistance is up to 26 years of annual tax increments through the establishment of a Housing TIF District. Subject to award of all necessary funding, construction of the proposed project would be expected to commence in 2025 and be completed in 2026.

The purpose of this memorandum is to provide a summary of the tax increment revenue estimates based on preliminary value inputs for the project upon completion. We anticipate additional financial review of the development project costs and operating pro forma as provided by the developer to assist the City with making a determination if the project as proposed would be unlikely to proceed “but-for” the requested Tax Increment Financing (TIF) assistance, and to determine the appropriate amount of public assistance as additional funding sources are secured. To establish a tax increment financing district, there are findings that need to be made by the City that include: 1) determination that the project qualifies as a TIF district and 2) determination that the project as proposed would not proceed without public assistance (meeting the “but-for” test).

Tax Increment Revenue Assumptions and Estimates

Certain assumptions were used to estimate the projected available tax increment revenues as outlined below:

- Base value estimate of \$210,800 (portion of property)
 - Parcel id: 210020903 (portion – 4.3 acres)
- Original net tax capacity (ONTC) estimated to be \$527
 - reclassification as low-income residential rental with 0.25% classification rate
- Total taxable value estimate of \$13,000,000
 - 72-unit workforce housing project
 - \$180,556 per housing unit
 - *Preliminary and subject to additional review of development plans*
- Increment based on difference between existing value and new taxable value
 - Preliminary and to be evaluated as project proceeds
- Construction commences in 2025 and completed in 2026
 - 50% completed by December 31, 2025 and 100% completed by December 31, 2026 with
 - 50% Assess January 2026 for taxes payable 2027 and 100% assess January 2027 for taxes payable 2028
- Maximum term of housing district (26 total years)
 - Projected maximum term for project is 26 years
 - First year collection payable 2027 and final year payable 2052

- Payable 2024 combined tax rate of 110.354%
- 0% annual market value inflator
- 10% retained by City for admin
 - *Maximum 10% for admin*
 - 90% pledged to project
- Present value rate of 6% and 8/1/2025 present value date

Existing Land Value	\$210,800
Original Net Tax Capacity (Base)	\$527
Estimated Total Completed Value	\$13,000,000
Total Tax Capacity	\$32,500
Captured Tax Capacity (Total less Original)	\$31,973
x 2024 Local Capacity Rate	110.354%
Estimated Total Gross Tax Increment Revenue (less OSA deduction of 0.36%)	\$35,156
Less: 10% for Administrative Expenses (Maximum Percentage is 10%)	\$3,516
Estimated Net Annual Available Revenue	\$31,610
Total Estimated Gross Tax Increment (26 years)	\$896,189
Estimated City Retained (10%)	\$89,629
Total Estimated Net Tax Increment (26 years)	\$806,560
Total Estimated Present Value Net Increment with 6% interest rate	\$356,104

Project Financing

There are generally two ways in which assistance can be provided for most projects, either upfront or on a pay-as-you-go basis. With upfront financing, the City would finance a portion of the applicant's initial project costs through the issuance of bonds or as an internal loan. Future tax increments would be collected by the City and used to pay debt service on the bonds or repayment of the internal loan. With pay-as-you-go financing, the applicant would finance all project costs upfront and would be reimbursed over time for a portion of those costs as revenues are available.

Pay-as-you-go-financing is generally more acceptable than upfront financing for the City because it shifts the risk for repayment to the applicant. If tax increment revenues are less than originally projected, the applicant receives less and therefore bears the risk of not being reimbursed the full amount of their financing. However, in some cases pay as you go financing may not be financially feasible. With bonds, the City would still need to make debt service payments and would have to use other sources to fill any shortfall of tax increment revenues. With internal financing, the City reimburses the loan with future revenue collections and may risk not repaying itself in full if tax increment revenues are not sufficient. The City has historically financed projects as pay-as-you-go for reimbursement to the developer of eligible costs.

Sources and Uses of Funds

The proposed total development cost of the project is estimated to be \$25,387,333. The estimated building hard cost construction estimate is \$16,657,291 and equals approximately \$230,000 per residential unit. The purchase price of property is \$700,000 (2.76%) with additional costs related to professional fees (7.64%), developer fee (12.21%), financing fees (6.29%) and reserves (1.85%). The developer has identified the sources of funds for the proposed project, including revenue bonds, tax credits, deferred loan, rebates, County funding, deferred developer fee and TIF assistance. The developer is seeking TIF reimbursement of up to \$397,400 based on 26 years of tax increment assistance on a pay-as-you-go basis.

Sources	Amount	Percentage	Uses	Amount	Percentage	Per Unit
Minnesota Housing First Mortgage	6,888,000	27.13%	Acquisition	700,000	2.76%	9,722
General Partner Cash	100	0.00%	New Construction	16,657,291	65.61%	231,351
Syndication Proceeds	7,873,609	31.01%	Contingency	832,865	3.28%	11,568
Deferred Loan Request	8,976,624	35.36%	Professional Fees	1,940,490	7.64%	26,951
Energy Rebates	45,000	0.18%	Developer Fees	3,100,000	12.21%	43,056
TIF *	397,400	1.57%	Syndication Fees	90,000	0.35%	1,250
Chisago County AHTF	200,000	0.79%	Financing Fees	1,597,615	6.29%	22,189
Section 45L Credit	156,600	0.62%	Reserves	469,072	1.85%	6,515
Deferred Developer Fee	850,000	3.35%				
Total	25,387,333	100.00%	Total	25,387,333	100.00%	352,602

** any TIF assistance would be provided as pay-as-you-go for reimbursement of certain TIF-eligible costs associated with the housing project*

Qualifications

A housing TIF District is a type of tax increment district which consists of a project that is intended for occupancy by persons or families of low- and moderate- income. Tax increment revenues must be used solely to finance the cost of a housing project as defined, and not more than 20 percent of the square footage of the buildings that receive assistance from tax increments may consist of commercial, retail, or other non-residential uses. For the proposed project to qualify as a tax increment financing housing district, the property must satisfy the income requirements as follows:

- at least 20% of units are occupied by individuals whose income is 50% or less of area median income
- at least 40% of units are occupied by individuals whose income is 60% or less of area median income.

Revenues from a tax increment financing housing district can be used for all costs related to the qualifying project that may include acquisition, rehabilitation and construction, utilities, parking, streets and sidewalks. The cost of public improvements directly related to the housing projects and the allocated administrative expenses of the City may be included in the cost of a housing project.

The project would meet the income requirements outlined above with at least 40% of the units being affordable at a level of 60% of the area median income (AMI). The new units would include a mix of 1 and 2, 3 and 4-bedroom units with the proposed rents and income levels outlined in the table below.

Unit Type	# of Bath-rooms	# of Units	Unit Sq Ft	Monthly Contract Rent	Total Annual Contract Rent	Tenant Paid Utilities	Monthly Gross Rent	Rent Limit	Income Limit
1BR	1.00	4	683	1,100	52,800	49	1,149	60% MSP	30% MTSP
1BR	1.00	3	683	936	33,696	49	985	30% MSP	30% MTSP
1BR	1.00	8	683	1,116	107,136	49	1,165	50% MSP	50% MTSP
1BR	1.00	2	683	685	16,440	49	734	30% MSP	30% MTSP
2BR	1.00	2	860	1,347	32,328	63	1,410	60% MSP	30% MTSP
2BR	1.00	22	860	1,334	352,176	63	1,397	50% MSP	50% MTSP
2BR	1.00	4	860	922	44,256	63	985	30% MSP	30% MTSP
3BR	2.00	6	1,000	893	64,296	76	969	30% MSP	30% MTSP
3BR	2.00	12	1,000	1,539	221,616	76	1,615	50% MSP	50% MTSP
4BR	2.00	2	1,200	990	23,760	90	1,080	30% MSP	30% MTSP
4BR	2.00	7	1,200	1,711	143,724	90	1,801	50% MSP	50% MTSP

Thank you for the opportunity to be of assistance to the City of Wyoming. We look forward to discussing the project and financing assumptions in greater detail.

Projected Tax Increment Report

City of Wyoming, Minnesota

Tax Increment Financing (Housing) District

Proposed 72-unit multifamily workforce apartment project

Preliminary Revenue Projections based on \$13,000,000 new taxable value

Annual Period Ending (1)	Total Market Value ⁽¹⁾ (2)	Total Net Tax Capacity ⁽²⁾ (3)	Less: Original Net Tax Capacity ⁽³⁾ (4)	Retained Captured Net Tax Capacity (5)	Times: Tax Capacity Rate ⁽⁴⁾ (6)	Annual Gross Tax Increment (7)	Less: State Aud. Deduction 0.360% (8)	Subtotal Net Tax Increment (9)	Less: Admin Retainage 10.00% (10)	Annual Net Revenue (12)	P.V. Net Rev. To 08/01/25 6.00% (13)
12/31/26	210,800	527	527	0	110.354%	0	0	0	0	0	0
12/31/27	6,500,000	16,250	527	15,723	110.354%	17,351	62	17,289	1,729	15,560	13,192
12/31/28	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	25,306
12/31/29	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	23,874
12/31/30	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	22,523
12/31/31	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	21,248
12/31/32	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	20,045
12/31/33	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	18,910
12/31/34	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	17,840
12/31/35	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	16,830
12/31/36	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	15,878
12/31/37	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	14,979
12/31/38	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	14,131
12/31/39	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	13,331
12/31/40	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	12,577
12/31/41	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	11,865
12/31/42	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	11,193
12/31/43	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	10,559
12/31/44	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	9,962
12/31/45	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	9,398
12/31/46	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	8,866
12/31/47	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	8,364
12/31/48	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	7,891
12/31/49	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	7,444
12/31/50	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	7,023
12/31/51	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	6,625
12/31/52	13,000,000	32,500	527	31,973	110.354%	35,283	127	35,156	3,516	31,640	6,250
						\$899,426	\$3,237	\$896,189	\$89,629	\$806,560	\$356,104

⁽¹⁾ value based on preliminary estimate provided by City with 0% annual market value inflator

⁽²⁾ tax capacity based on class rate of 0.25% all taxable value (includes legislative change)

⁽³⁾ original net tax capacity will be based on existing land and building value and rental value

⁽⁴⁾ combined local tax capacity rate of City of Wyoming, ISD 831 and Chisago for payable 2024

HUD Median Income Chart (2024)

Minneapolis-St.Paul-Bloomington, MN-WI HUD Metro FMR Area - FY 2024 Median Family Income **\$124,200**

Income Limits	1 person	1.5 persons	2 person	3 person	4 person	4.5 persons	5 person	6 person	7 person	7.5 persons	8 person
30% of Median	26,100	27,950	29,800	33,550	37,250	38,750	40,250	43,250	47,340	50,030	52,720
50% of Median (very low income)	43,500	46,600	49,700	55,900	62,100	64,600	67,100	72,050	77,050	79,525	82,000
60% of Median (1.2 times 50%)	52,200	55,920	59,640	67,080	74,520	77,520	80,520	86,460	92,460	95,430	98,400
80% of Median (low income)	68,500	73,375	78,250	88,050	97,800	101,725	105,650	113,450	121,300	125,200	129,100
100% of Median	86,940	93,150	99,360	111,780	124,200	129,168	134,136	144,072	154,008	158,976	163,944
115% of Median	99,981	107,123	114,264	128,547	142,830	148,543	154,256	165,683	177,109	182,822	188,536

Monthly Rent Limits (30% of Income spent on rent)	Efficiency 1 person	1 Bedroom 1.5 persons	2 Bedroom 3 persons	3 Bedroom 4.5 persons	4 Bedroom 6 persons	5 Bedroom 7.5 persons
30% of Median	652	698	838	968	1,081	1,250
50% of Median (very low income)	1,087	1,165	1,397	1,615	1,801	1,988
60% of Median (1.2 times 50%)	1,305	1,398	1,677	1,938	2,161	2,385
80% of Median (low income)	1,712	1,834	2,201	2,543	2,836	3,130
100% of Median	2,173	2,328	2,794	3,229	3,601	3,974
115% of Median	2,499	2,678	3,213	3,713	4,142	4,570

NEW HOUSING DEVELOPMENT DISCUSSION



REUTERWALTON

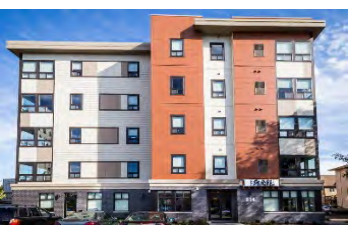
July 2nd, 2024



1. 1800 Lake



2. The Elysian



3. The Rail



4. Wahu



5. 700 Washington



6. The Radius



7. Dinkytown Flats



8. 16Twenty



9. Doubletree Hotel



31. Forte on the Park



32. Morrow



33. Cadence



34. The Reeve Lakeside



35. The Miller



36. Maison Green



37. Kenton House



38. The Col



10. Seventeen10



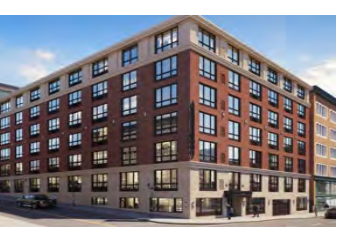
30. Isaac



29. Shale



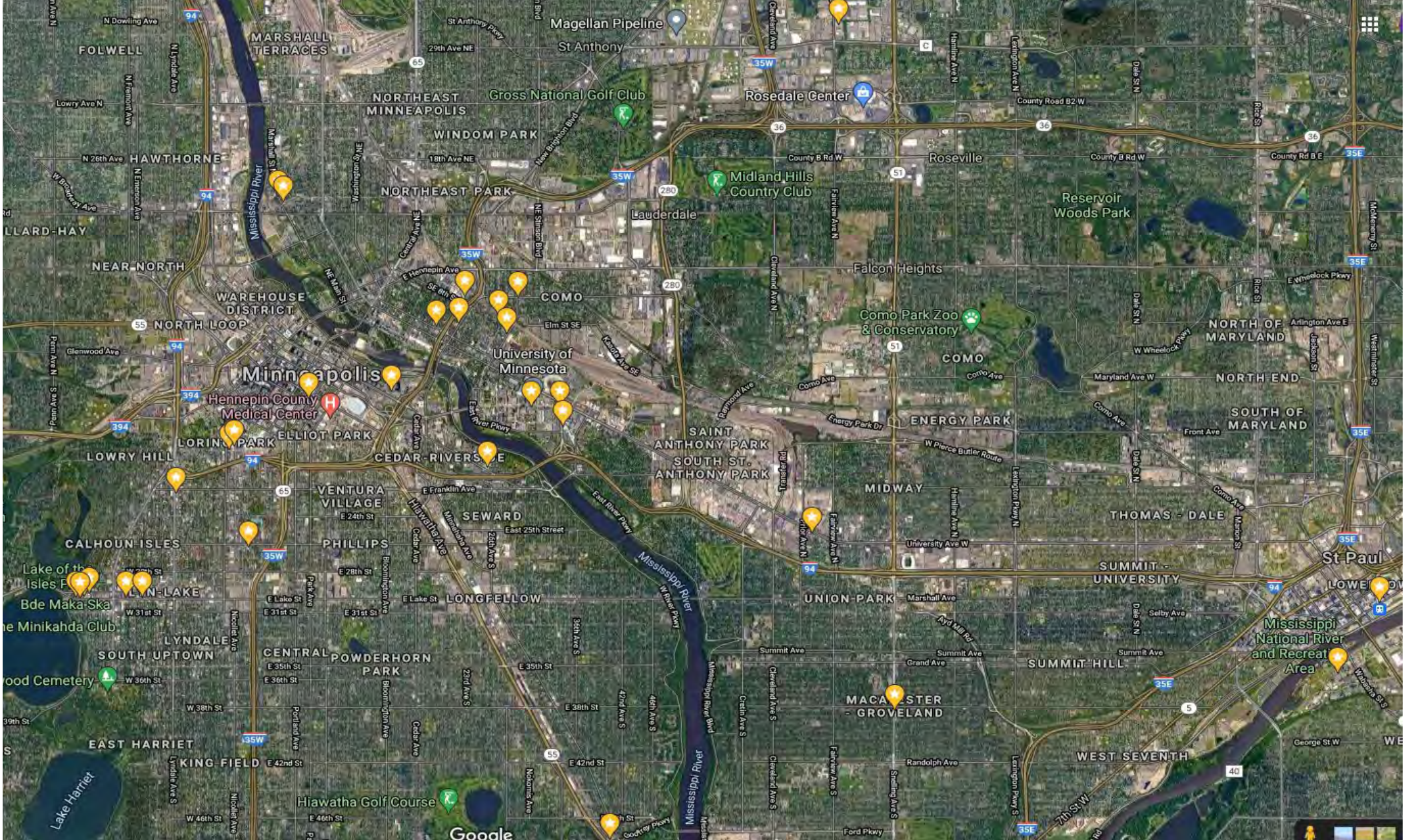
28. Cordelle



27. The Donegan



26. The Asher



25. Marquee



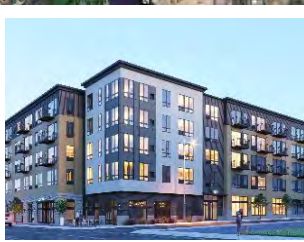
24. Luna



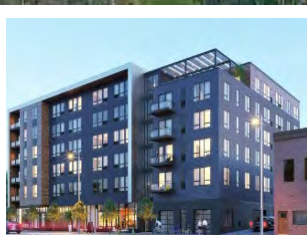
23. The Grove



22. Sora



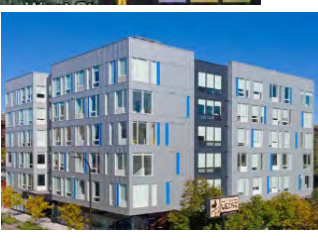
21. N&E



20. Mezzo



19. Harlo



18. Modi



17. Hotel Crosby



16. Red44



39. Litmore



40. Midwell



41. Bridgewell



42. Lica



11. Laguna



12. Revel



13. Chroma



14. Local15



15. Spectrum



① SD Site Plan
1" = 100'-0"

GROSS AREA - TOTAL	
Level	Area
Level 3	29,365 ft²
Level 2	29,365 ft²
Level 1	29,365 ft²
Grand total	88,096 ft²

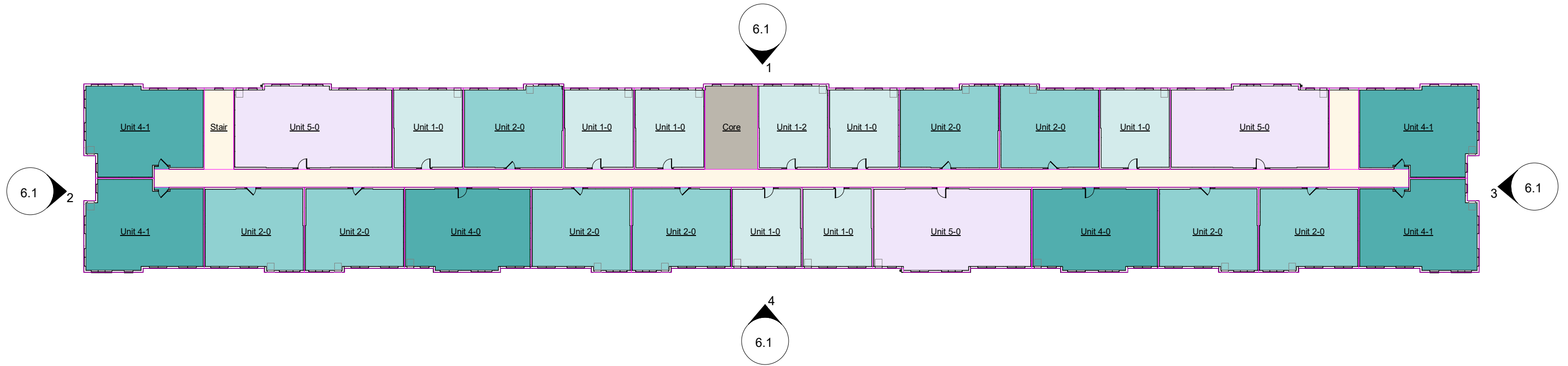
PARKING		
Level	Type	Count
Level 1	Surface	141
Level 1	Surface - ADA	3
		144

UNIT MIX - GROSS AREA				
Name	Count	Unit Gross Area	Total Area	%
		Main Floor		
1BR				
Unit 1-0	16	663 ft²	10,604 ft²	22%
Unit 1-2	2	695 ft²	1,390 ft²	3%
	18		11,994 ft²	25%

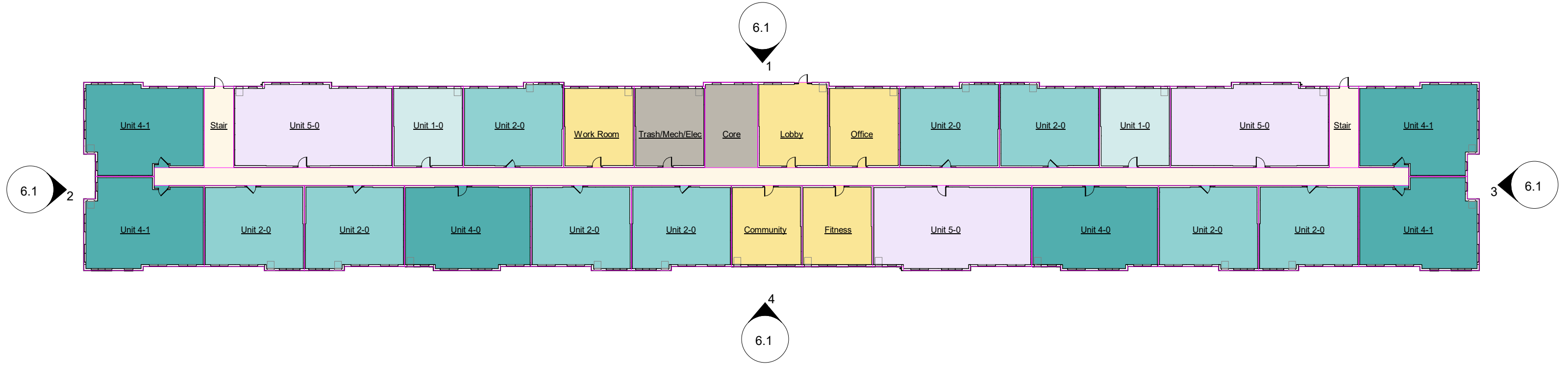
2BR				
Unit 2-0	27	957 ft²	25,844 ft²	38%
	27		25,844 ft²	38%

3BR				
Unit 4-0	6	1,218 ft²	7,305 ft²	8%
Unit 4-1	12	1,197 ft²	14,366 ft²	17%
	18		21,671 ft²	25%

4BR				
Unit 5-0	9	1,521 ft²	13,691 ft²	13%
	9		13,691 ft²	13%
Grand total	72		73,200 ft²	100%



2 Level 2-3
1/32" = 1'-0"



1 Level 1
1/32" = 1'-0"



① Elevation - Front
1/32" = 1'-0"



② Elevation - Side 1
1/32" = 1'-0"

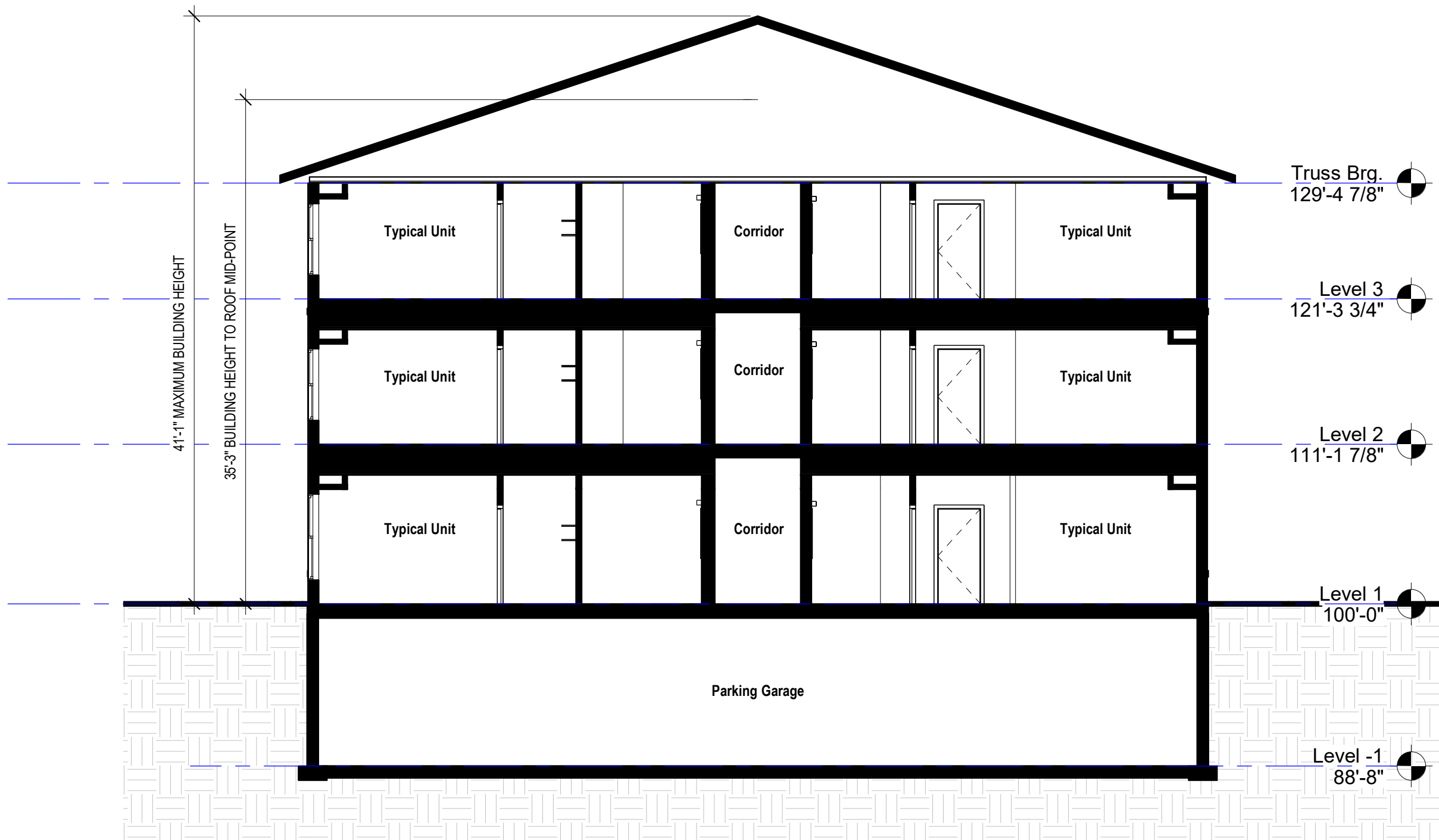


③ Elevation - Side 2
1/32" = 1'-0"

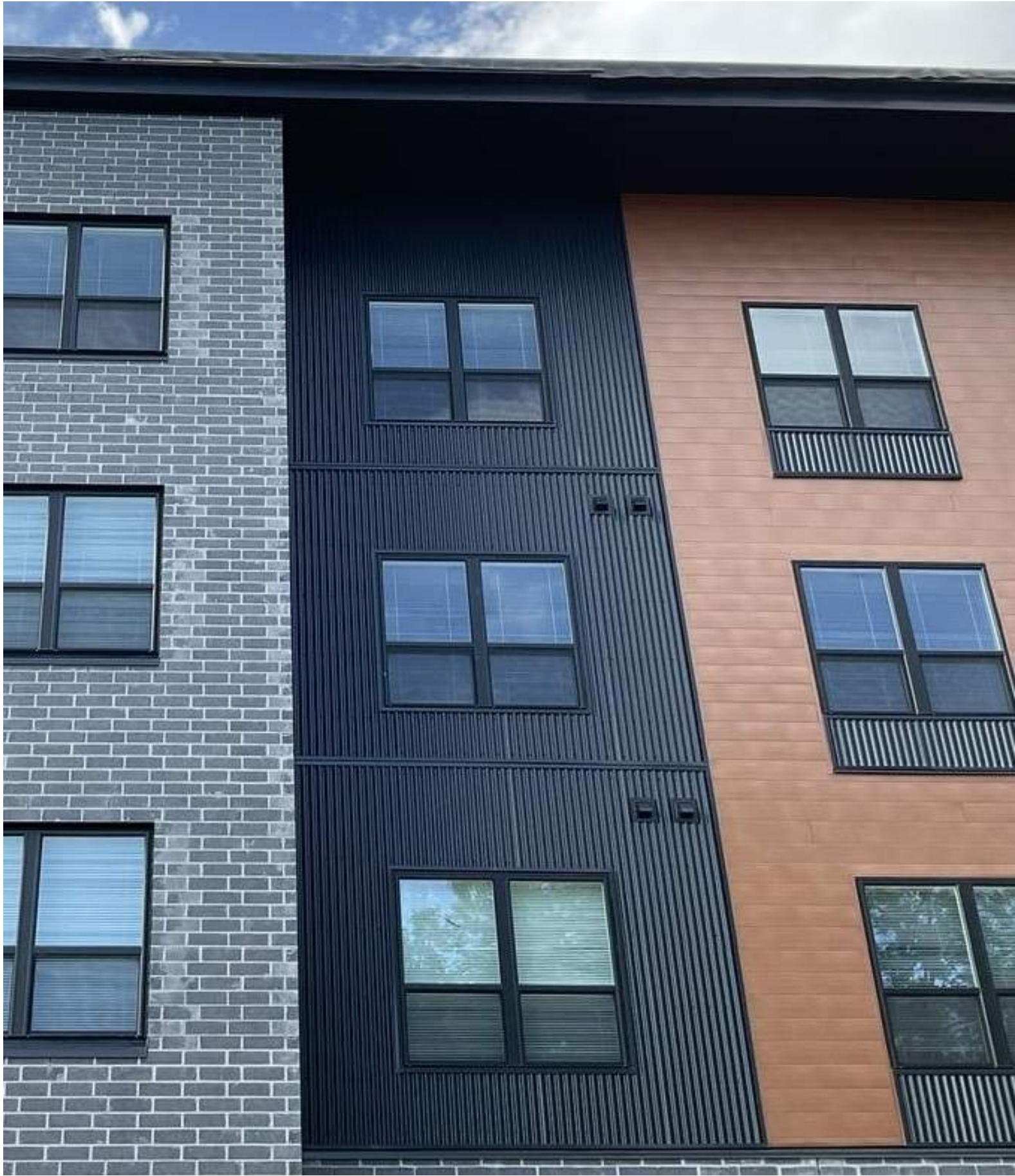


④ Elevation - Back
1/32" = 1'-0"





① Section 1
1/8" = 1'-0"





LITTLE CANADA APARTMENTS



**MIDWEST
PLAYSCAPES**
8632 Eagle Creek Circle, Savage, MN 55378
www.MIDWESTPLAYSCAPES.com

direct: 952.895.8888
fax: 952.895.8889
toll free: 800.747.1452
playscapes@earthlink.net

Rotomolded Plastic



Green, Brownstone, Orange

Sheet Plastic



Forest Green, Forest Green/Sand

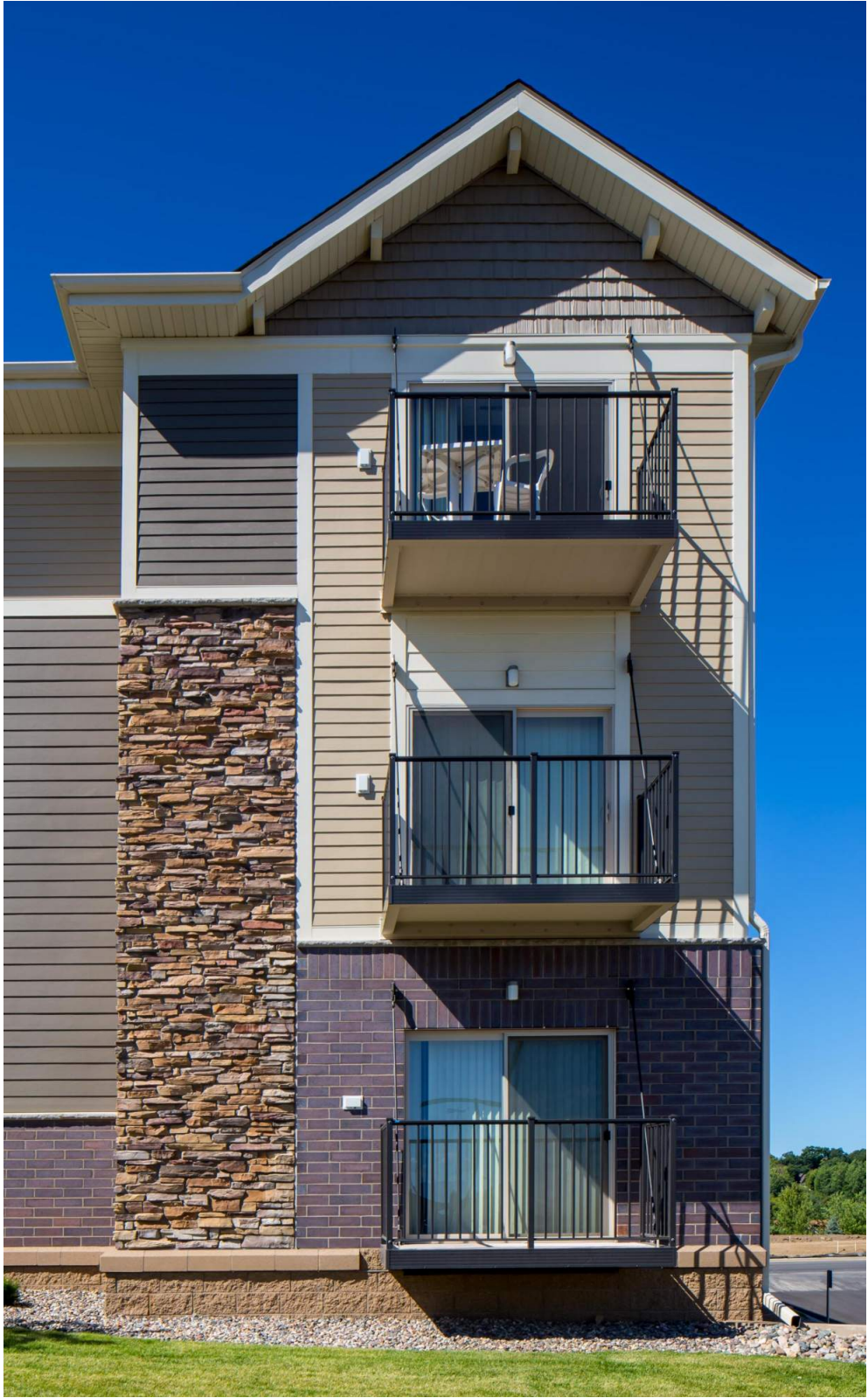
Posts & Components



Dark Brown, Orange















Morrow | St. Paul, Minnesota



Morrow | St. Paul, Minnesota





Morrow | St. Paul, Minnesota





42nd Avenue | Columbia Heights, Minnesota



42nd Avenue | Columbia Heights, Minnesota



42nd Avenue | Columbia Heights, Minnesota



42nd Avenue | Columbia Heights, Minnesota



Greenway Apartments | Minneapolis, Minnesota





Greenway Apartments | Minneapolis, Minnesota



Greenway Apartments | Minneapolis, Minnesota

Proposed Unit Mix

UNIT / RENT GRID									
Unit Type	# of Bath-rooms	# of Units	Unit Sq Ft	Monthly Contract Rent	Total Annual Contract Rent	Tenant Paid Utilities	Monthly Gross Rent	Rent Limit	Income Limit
1BR	1.00	4	683	1,100	52,800	49	1,149	60% MTSP	30% MTSP
1BR	1.00	3	683	936	33,696	49	985	30% MTSP	30% MTSP
1BR	1.00	8	683	1,116	107,136	49	1,165	50% MTSP	50% MTSP
1BR	1.00	2	683	685	16,440	49	734	30% MTSP	30% MTSP
2BR	1.00	2	860	1,347	32,328	63	1,410	60% MTSP	30% MTSP
2BR	1.00	22	860	1,334	352,176	63	1,397	50% MTSP	50% MTSP
2BR	1.00	4	860	922	44,256	63	985	30% MTSP	30% MTSP
3BR	2.00	6	1,000	893	64,296	76	969	30% MTSP	30% MTSP
3BR	2.00	12	1,000	1,539	221,616	76	1,615	50% MTSP	50% MTSP
4BR	2.00	2	1,200	990	23,760	90	1,080	30% MTSP	30% MTSP
4BR	2.00	7	1,200	1,711	143,724	90	1,801	50% MTSP	50% MTSP

Wyoming Apartment - Rent Comps

Unit Type - Bedrooms

Project	City	0	1	2	3	4
Subject Property	Wyoming	\$ -	\$ 1,071	\$ 1,279	\$ 1,778	\$ 1,977
Oakridge Apartments	Wyoming	\$ -	\$ -	\$ 1,136	\$ -	\$ -
North Shore Apartments	Wyoming	\$ -	\$ -	\$ -	\$ -	\$ -
Gateway Green Apartments	Forest Lake	\$ -	\$ 1,440.00	\$ 1,904.00	\$ 2,050.00	\$ -
Lighthouse Lofts	Forest Lake	\$ -	\$ 1,660.00	\$ 2,060.00	\$ 3,019.00	\$ -
Encore	Forest Lake	\$ 1,328.00	\$ 1,500.00	\$ 1,805.00	\$ 2,542.00	\$ -
Legacy Pointe Apartments	Forest Lake	\$ -	\$ -	\$ 1,722.00	\$ -	\$ -

Chisago County - 2024 Rent and Income Limits

LIHTC Income Limits for 2024 (Based on 2024 MTSP Income Limits)				
	Charts	60.00%	30.00%	50.00%
1 Person		52,200	26,100	43,500
2 Person		59,640	29,820	49,700
3 Person		67,080	33,540	55,900
4 Person		74,520	37,260	62,100
5 Person		80,520	40,260	67,100
6 Person		86,460	43,230	72,050
7 Person		92,460	46,230	77,050
8 Person		98,400	49,200	82,000
9 Person		104,340	52,170	86,950
10 Person		110,280	55,140	91,900
11 Person		116,280	58,140	96,900
12 Person		122,220	61,110	101,850

LIHTC Rent Limits for 2024 (Based on 2024 MTSP/MLI Income Limits)				
Bedrooms (People)	Charts	60.00%	30.00%	50.00%
1 Bedroom (1.5)		1,398	699	1,165
2 Bedrooms (3.0)		1,677	838	1,397
3 Bedrooms (4.5)		1,938	969	1,615
4 Bedrooms (6.0)		2,161	1,080	1,801

Wyoming – Single Family Home Market

1. Currently **13** total single-family homes for-sale in Wyoming Area
 - a. **5** single family homes around \$400,000
 - b. Estimated mortgage payment:
 - c. **\$80,000** Down Payment Needed
 - d. **\$2,234/month** – assuming a 6.00% 30-year interest rate

Home price

\$400,000

Down payment

\$80,000

20 %

Loan term

30 years

Interest rate

7.375

%

ZIP code

55902

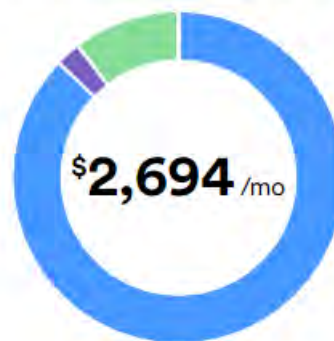
Payment breakdown

Amortization

Monthly payment breakdown

[Advertiser Disclosure](#)

Based on national average rates



Principal & interest		\$2,348.3
Property tax	+	\$ 263
Homeowner's insurance	+	\$ 66

Additional filters

Wyoming – 72 Units

I. Detailed Project Schedule

Schedule Milestone	Completion Date
Purchase Agreement - Executed	5/31/24
City of Wyoming EDA Meeting	6/3/24
Chisago County – AHTF Application Workshop	6/15/24
City of Wyoming – CC – TIF & Resolution	6/18/24
Chisago County – AHTF Application Board Approval	6/25/24
MHFA Application Submittal	7/11/24
MHFA announcement	12/11/24
Kick-off Project team on SD, civil	12/15/24
Submit Preliminary Site Plan/Rezoning Application	2/26/25
Planning Commission	3/15/25
City Council	3/25/25
Submit for Building Permit	5/15/25
Construction Pricing Update	5/15/25
Construction Contract - Final	8/1/25
Substantial Final Bond Documents	10/1/25
Permit Ready Letter	10/1/25
Closing – Construction Financing	10/10/25
Construction Commencement	10/14/25
Construction Completion – TCO	12/1/26

RESOLUTION 24-07-63

EXTRACT OF MINUTES OF A MEETING OF THE CITY COUNCIL OF THE CITY OF WYOMING, MINNESOTA

HELD: July 2, 2024

Pursuant to due call and notice thereof, a regular or regular meeting of the City Council of the City of Wyoming, Chisago County, Minnesota, was duly called and held on the 2nd day of July, 2024, at 7:00 p.m.

The following members of the Council were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION EXPRESSING SUPPORT FOR THE PROPOSED USE OF TAX INCREMENT FINANCING FOR AN AFFORDABLE HOUSING PROJECT BY RUETER WALTON DEVELOPMENT, LLC

WHEREAS:

A. The City of Wyoming, Minnesota (the “City”) has received a proposal from Reutter Walton Development, LLC (the “Developer”) that the property located at 5400 Fairview Boulevard and identified as parcel number 21.00209.03 (the “Property”) be developed for a project containing approximately 72 affordable rental housing units (the “Affordable Housing Project”) which would revitalize the existing site and would meet the community needs for affordable housing within the area; and

B. A need has been identified for additional affordable housing within the City;
and

C. The Developer has been working on development plans for the use of the Property, and has asked the City to undertake the development of a tax increment financing plan to assist in financing the development of the Affordable Housing Project; and

D. It is anticipated that successful redevelopment of the Property and the development of the Affordable Housing Project will require assistance in the form of tax increment financing and federal low income housing tax credits in order to achieve financial feasibility; and

E. The success of the tax credit application is predicated on local support of the proposal.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Wyoming that:

1. The City Council supports the Affordable Housing Project and the use of tax increment financing for the Affordable Housing Project in an amount not to exceed \$356,100; provided, however, that authorization of tax increment financing for the Affordable Housing Project is solely within the discretion of the City Council following all legally required proceedings pursuant to Minnesota Statutes 469.174 through 469.1794 including (i) a public hearing; (ii) determining that tax increment financing assistance is necessary for the Affordable Housing Project; and (iii) verification of development financing need that substantiates that “but for” the use of tax increment financing the Affordable Housing Project would be unable to proceed.

2. The City Council authorizes the City Administrator to provide a supplemental letter regarding the use of tax increments if needed in support of the Developer’s application for low income housing tax credits.

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
CHISAGO COUNTY
CITY OF WYOMING

I, the undersigned, being the duly qualified and acting Clerk of the City of Wyoming, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes relate to expressing support for the proposed use of tax increment financing for an Affordable Housing Project in the City.

WITNESS my hand this 2nd day of July, 2024

Robb Linwood City Administrator/Clerk

RESOLUTION 24-07-64

**RESOLUTION REGARDING THE SUPPORT OF A HOUSING TRUST FUND
APPLICATION IN CONNECTION WITH REUTER WALTON DEVELOPMENT LLC.**

WHEREAS, the City of Wyoming, Minnesota (the “City”), desires to assist Reuter Walton Development, a Limited Liability Company, which is proposing to build a multi-family housing facility in the City; and,

WHEREAS, the City of Wyoming understands that Reuter Walton Development, through and with the support of the City, intends to submit to the Chisago County HRA-EDA an application for an award from the Chisago County HRA-EDA Housing Trust Fund program; and,

WHEREAS, the City of Wyoming held a city council meeting on July 2, 2024 to consider this matter.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WYOMING, Minnesota, that, after due consideration, the Mayor and the City Council of Wyoming, Minnesota, hereby adopts the following findings of fact related to the project proposed by Reuter Walton and its application for an award from the Housing Trust Fund program and express their approval. The City Council hereby finds and adopts the reasons and facts supporting the following findings of fact for the approval of the Housing Trust Fund program application:

1. Finding that the project is in the public interest because it will encourage affordable housing resulting in diversity of housing types and housing for potential employees of the local businesses.
2. Finding that the proposed project, in the opinion of the City Council, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future.
3. Finding that the proposed project conforms to the general plan for the development or redevelopment of the City as a whole.
4. Finding that the proposed project will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the redevelopment or development of the project by private enterprise.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 2ND DAY OF JULY, 2024.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTESTED:

Robb Linwood, City Administrator/Clerk



Request for Council Action

Date: June 27, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Duffy Senior Apartment Resolution of support

Method: New Business

Background Information:

Duffy Development is proposing a 63 unit senior housing rental unit apartments to be newly constructed and to be at parcel 21.00209.09 just south of the existing Fairview Senior Housing. Duffy Development would be purchasing approximately 4 acres of the existing property from Fairview Health Services. The project meets goals of the EDA and city council to have a diversified housing stock.

The applicant has submitted a TIF application that is currently being reviewed by the city's financial analyst Baker Tilly. Mikaela Huot of Baker Tilly will be at the meeting to give the council a presentation that discusses an overview of TIF and the analysis completed regarding the TIF application by Duffy Development. The developer is seeking a formal resolution of support for the project regarding the application for Tax Credits to Minnesota Housing Finance Agency (MHFA).

The total project cost is anticipated to be approximately \$23,000,000 and the developer has requested a \$140,000 grant from the Chisago County HRA/EDA to support the Duffy Housing Development, which they approved. The Chisago County HRA/EDA would be an operating partner if the project tax credits were approved by MHFA.

Proposed TIF Assistance: Senior Housing

- TIF can only be used in circumstances where project meets the but-for test:
- Necessary for project to be viable in competitive tax credit process
- Necessary for project feasibility from a financial perspective
- Preliminary Assistance Estimate: \$316,900
- Reimbursed over time on a pay-as-you-go basis
- Reimbursed along with 6.0% interest
- Payable from 90% of annually generate increment
- Preliminary estimate of annual amount to Developer is \$28,142 (prior to inflation)
- Proposed repayment term is up to 26-years

Recommendation: To approve Resolution 24-07-65 a resolution expressing support for the proposed use of tax increment financing for an affordable housing project by Duffy Development.

Memo

To: Robb Linwood, City of Wyoming

From: Mikaela Huot, Director
Jake Emeott, Senior Consultant

Date: June 25, 2024

Subject: Preliminary Tax Increment Revenue Projections for Proposed Senior Housing Project and Potential TIF Housing District

Background

The City of Wyoming has been working with Duffy Development Company, Inc (the “developer”) on possible construction of a new 63-unit senior housing apartment project. The developer is applying for funding from MHFA with anticipated awarding of tax credits and funding in December 2024. The City has been requested to consider providing tax increment financing assistance through the establishment of a Housing Tax Increment Financing District as a gap funding source. The total development cost for the project is estimated to be \$23,002,600 and the request for financial assistance is up to 26 years of annual tax increments through the establishment of a Housing TIF District. Subject to award of all necessary funding, construction of the proposed project would be expected to commence in 2025 and be completed in 2026.

The purpose of this memorandum is to provide a summary of the tax increment revenue estimates based on preliminary value inputs for the project upon completion. We anticipate additional financial review of the development project costs and operating pro forma as provided by the developer to assist the City with making a determination if the project as proposed would be unlikely to proceed “but-for” the requested Tax Increment Financing (TIF) assistance, and to determine the appropriate amount of public assistance as additional funding sources are secured. To establish a tax increment financing district, there are findings that need to be made by the City that include: 1) determination that the project qualifies as a TIF district and 2) determination that the project as proposed would not proceed without public assistance (meeting the “but-for” test).

Tax Increment Revenue Assumptions and Estimates

Certain assumptions were used to estimate the projected available tax increment revenues as outlined below:

- Base value estimate of \$210,800 (portion of property)
- Original net tax capacity (ONTC) estimated to be \$527
 - reclassification as low-income residential rental with 0.25% classification rate
- Total taxable value estimate of \$11,375,000
 - 63-unit senior housing project
 - \$180,556 per housing unit
 - *Preliminary and subject to additional review of development plans*
- Increment based on difference between existing value and new taxable value
 - Preliminary and to be evaluated as project proceeds
- Construction commences in 2025 and completed in 2026
 - 50% completed by December 31, 2025, and 100% completed by December 31, 2026 with
 - 50% Assess January 2026 for taxes payable 2027 and 100% assess January 2027 for taxes payable 2028
- Maximum term of housing district (26 total years)
 - Projected maximum term for project is 26 years
 - First year collection payable 2027 and final year payable 2052
- Payable 2024 combined tax rate of 110.354%

- 0% annual market value inflator
- 10% retained by City for admin
 - *Maximum 10% for admin*
 - 90% pledged to project
- Present value rate of 6% and 8/1/2025 present value date

Existing Land Value	\$210,800
Original Net Tax Capacity (Base)	\$527
Estimated Total Completed Value	\$11,375,000
Total Tax Capacity	\$28,438
Captured Tax Capacity (Total less Original)	\$27,911
x 2024 Local Capacity Rate	110.354%
Estimated Total Gross Tax Increment Revenue (less OSA deduction of 0.36%)	\$30,689
Less: 10% for Administrative Expenses (Maximum Percentage is 10%)	\$3,069
Estimated Net Annual Available Revenue	\$7,620
Total Estimated Gross Tax Increment (26 years)	\$782,280
Estimated City Retained (10%)	\$78,231
Total Estimated Net Tax Increment (26 years)	\$704,049
Total Estimated Present Value Net Increment with 6% interest rate	\$320,016

Project Financing

There are generally two ways in which assistance can be provided for most projects, either upfront or on a pay-as-you-go basis. With upfront financing, the City would finance a portion of the applicant's initial project costs through the issuance of bonds or as an internal loan. Future tax increments would be collected by the City and used to pay debt service on the bonds or repayment of the internal loan. With pay-as-you-go financing, the applicant would finance all project costs upfront and would be reimbursed over time for a portion of those costs as revenues are available.

Pay-as-you-go-financing is generally more acceptable than upfront financing for the City because it shifts the risk for repayment to the applicant. If tax increment revenues are less than originally projected, the applicant receives less and therefore bears the risk of not being reimbursed the full amount of their financing. However, in some cases pay as you go financing may not be financially feasible. With bonds, the City would still need to make debt service payments and would have to use other sources to fill any shortfall of tax increment revenues. With internal financing, the City reimburses the loan with future revenue collections and may risk not repaying itself in full if tax increment revenues are not sufficient. The City has historically financed projects as pay-as-you-go for reimbursement to the developer of eligible costs.

Sources and Uses of Funds

The proposed total development cost of the project is estimated to be \$23,002,600. The estimated building hard cost construction estimate is \$17,000,000 and equals approximately \$270,000 per residential unit. The purchase price of property is \$600,000 (2.61%) with additional costs related to professional fees (6.49%), developer fee (9.13%), financing fees (3.02%) and reserves (1.63%). The developer has identified the sources of funds for the proposed project, including revenue bonds, tax credits, deferred loan, rebates, County funding, deferred developer fee and TIF assistance. The developer is seeking TIF reimbursement of up to \$397,400

based on 26 years of tax increment assistance on a pay-as-you-go basis. based on 26 years of tax increment assistance on a pay-as-you-go basis.

Sources	Amount	Percentage	Uses	Amount	Percentage	Per Unit
Minnesota Housing First Mortgage	4,160,000	18.08%	Acquisition	600,000	2.61%	9,524
Syndication Proceeds	7,057,329	30.68%	New Construction	17,000,000	73.90%	269,841
Chisago County EDA	200,000	0.87%	Contingency	680,000	2.96%	10,794
Deferred Developer Fee	600,000	2.61%	Professional Fees	1,493,900	6.49%	23,713
TIF *	487,651	2.12%	Developer Fees	2,100,000	9.13%	33,333
Additional Gap Funding	10,497,620		Syndication Fees	60,000	0.26%	952
			Financing Fees	693,700	3.02%	11,011
			Reserves	375,000	1.63%	5,952
Total	23,002,600	54%	Total	23,002,600	100%	365,121

** any TIF assistance would be provided as pay-as-you-go for reimbursement of certain TIF-eligible costs associated with the housing project*

Qualifications

A housing TIF District is a type of tax increment district which consists of a project that is intended for occupancy by persons or families of low- and moderate- income. Tax increment revenues must be used solely to finance the cost of a housing project as defined, and not more than 20 percent of the square footage of the buildings that receive assistance from tax increments may consist of commercial, retail, or other non-residential uses. For the proposed project to qualify as a tax increment financing housing district, the property must satisfy the income requirements as follows:

- at least 20% of units are occupied by individuals whose income is 50% or less of area median income
- at least 40% of units are occupied by individuals whose income is 60% or less of area median income.

Revenues from a tax increment financing housing district can be used for all costs related to the qualifying project that may include acquisition, rehabilitation and construction, utilities, parking, streets and sidewalks. The cost of public improvements directly related to the housing projects and the allocated administrative expenses of the City may be included in the cost of a housing project.

The project would meet the income requirements outlined above with at least 40% of the units being affordable at a level of 60% of the area median income (AMI). The new units would include a mix of efficiency, 1 and 2-bedroom units with the proposed rents and income levels outlined in the table below.

Unit Type	# of Bath-rooms	# of Units	Unit Sq Ft	Monthly Contract Rent	Total Annual Contract Rent	Tenant Paid Utilities	Monthly Gross Rent	Rent Limit	Income Limit
0 BR/Eff	1.00	2	600	1,050	25,200	35	1,085	50% MSP	50% MTSP
0 BR/Eff	1.00	2	600	734	17,616	35	769	30% MSP	30% MTSP
1BR	1.00	16	750	1,125	216,000	39	1,164	50% MSP	50% MTSP
1BR	1.00	5	750	734	44,040	39	773	30% MSP	30% MTSP
1BR	1.00	10	750	660	79,200	39	699	30% MSP	30% MTSP
2BR	1.00	23	1,000	1,349	372,324	48	1,397	50% MSP	50% MTSP
2BR	1.00	5	1,000	790	47,400	48	838	30% MSP	30% MTSP

Thank you for the opportunity to be of assistance to the City of Wyoming. We look forward to discussing the project and financing assumptions in greater detail.

Projected Tax Increment Report

City of Wyoming, Minnesota
Tax Increment Financing (Housing) District
Proposed affordable 63-unit senior housing apartment project
Preliminary Revenue Projections based on \$111,375,000 new taxable value

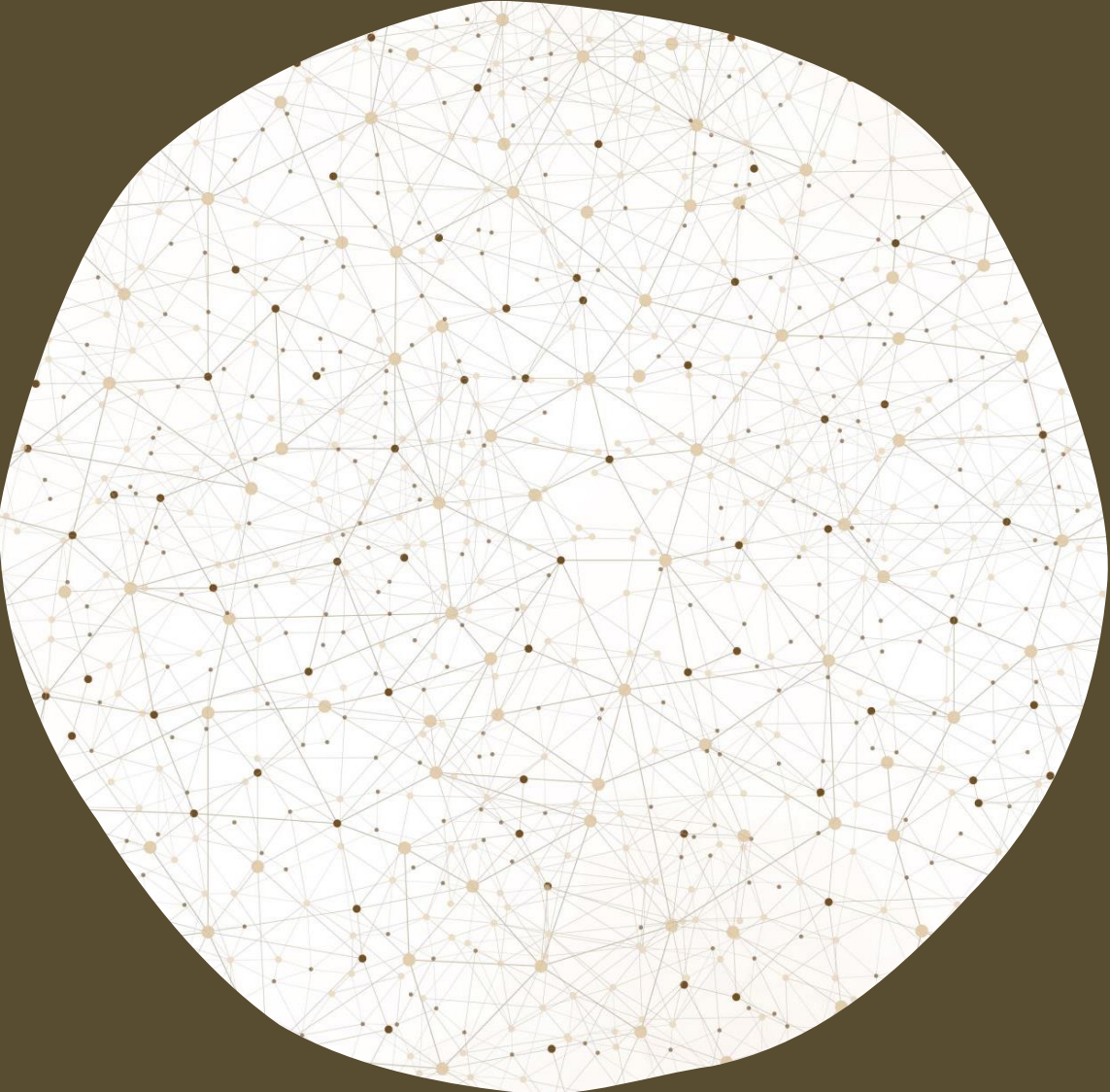
Annual Period Ending (1)	Total Market Value ⁽¹⁾ (2)	Total Net Tax Capacity ⁽²⁾ (3)	Less: Original Net Tax Capacity ⁽³⁾ (4)	Retained Captured Net Tax Capacity (5)	Times: Tax Capacity Rate ⁽⁴⁾ (6)	Annual Gross Tax Increment (7)	Less: State Aud. Deduction 0.360% (8)	Subtotal Net Tax Increment (9)	Less: Admin Retainage 10.00% (10)	Less: Pooling Retainage 0.00% (11)	Annual Net Revenue (12)	P.V. Net Rev. To 08/01/25 6.00% (13)
12/31/26	210,800	527	527	0	110.354%	0	0	0	0	0	0	0
12/31/27	5,687,500	14,219	527	13,692	110.354%	15,109	54	15,055	1,506	0	13,549	11,827
12/31/28	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	22,744
12/31/29	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	21,457
12/31/30	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	20,242
12/31/31	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	19,096
12/31/32	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	18,016
12/31/33	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	16,996
12/31/34	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	16,034
12/31/35	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	15,126
12/31/36	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	14,270
12/31/37	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	13,462
12/31/38	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	12,700
12/31/39	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	11,981
12/31/40	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	11,303
12/31/41	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	10,663
12/31/42	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	10,060
12/31/43	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	9,490
12/31/44	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	8,953
12/31/45	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	8,446
12/31/46	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	7,968
12/31/47	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	7,517
12/31/48	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	7,092
12/31/49	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	6,690
12/31/50	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	6,312
12/31/51	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	5,954
12/31/52	11,375,000	28,438	527	27,911	110.354%	30,800	111	30,689	3,069	0	27,620	5,617
						\$785,109	\$2,829	\$782,280	\$78,231	\$0	\$704,049	\$320,016

⁽¹⁾ value based on preliminary estimate provided by City with 0% annual market value inflator

⁽²⁾ tax capacity based on class rate of 0.25% all taxable value (includes legislative change)

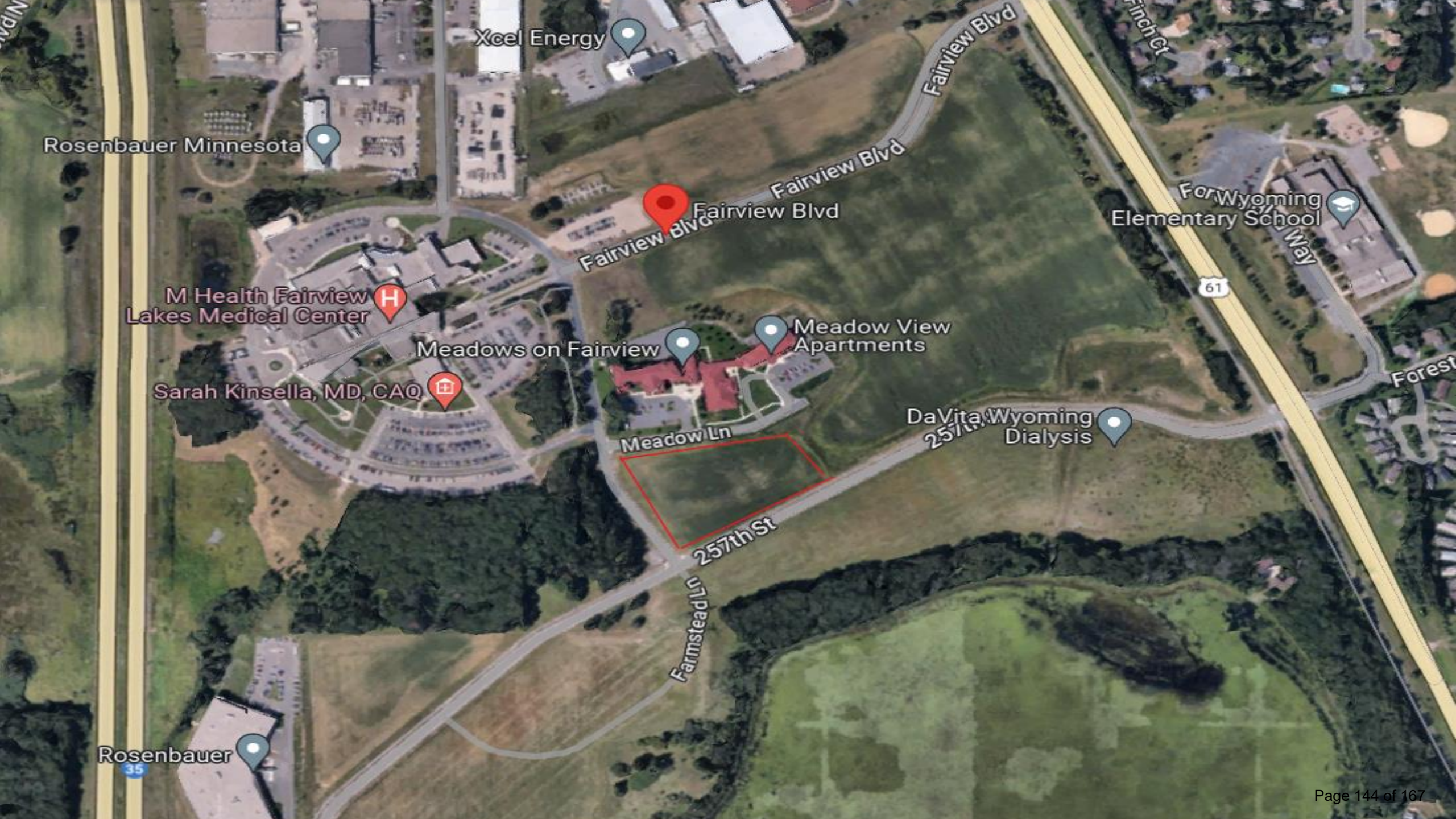
⁽³⁾ original net tax capacity will be based on existing land and building value and rental value - \$0 - will be taxable upon sale to private developer

⁽⁴⁾ combined local tax capacity rate of City of Wyoming, ISD 831 and Chisago for payable 2024



Fairview Senior Housing

Duffy Development Company,
Inc.



Rosenbauer Minnesota

Xcel Energy

M Health Fairview
Lakes Medical Center

Sarah Kinsella, MD, CAQ

Meadows on Fairview

Fairview Blvd

Fairview Blvd

Meadow View
Apartments

Meadow Ln

257th St

Farmstead Ln

DaVita Wyoming
Dialysis

For Wyoming
Elementary School

61

Rosenbauer

35

Building Styles

- Some examples of our more recent apartment styles

















RESOLUTION 24-07-65

**EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE CITY
OF WYOMING, MINNESOTA**

HELD: July 2, 2024

Pursuant to due call and notice thereof, a regular or regular meeting of the City Council of the City of Wyoming, Chisago County, Minnesota, was duly called and held on the 2nd day of July, 2024, at 7:00 p.m.

The following members of the Council were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION EXPRESSING SUPPORT FOR THE PROPOSED USE OF TAX
INCREMENT FINANCING FOR AN AFFORDABLE HOUSING PROJECT BY DUFFY
DEVELOPMENT COMPANY, INC.**

WHEREAS:

A. The City of Wyoming, Minnesota (the “City”) has received a proposal from Duffy Development Company, Inc. (or an affiliate thereof, the “Developer”) that the property identified as parcel number 21.00209.09 (the “Property”) be developed for a project containing approximately 63 affordable senior rental housing units (the “Affordable Housing Project”) which would revitalize the existing site and would meet the community needs for affordable housing within the area; and

B. A need has been identified for additional affordable housing within the City;
and

C. The Developer has been working on development plans for the use of the Property, and has asked the City to undertake the development of a tax increment financing plan to assist in financing the development of the Affordable Housing Project; and

D. It is anticipated that successful redevelopment of the Property and the development of the Affordable Housing Project will require assistance in the form of tax increment financing, financing through the Minnesota Housing Finance Agency’s Housing Infrastructure Bond (HIB) program and federal low income housing tax credits in order to achieve financial feasibility; and

E. In connection with its application to the Minnesota Housing Finance Agency for HIB and tax credits for the Project, the Developer has requested that the City indicate its support of the proposal.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Wyoming that:

1. The City Council supports the Affordable Housing Project and the use of tax increment financing for the Affordable Housing Project in an amount not to exceed \$316,900; provided, however, that authorization of tax increment financing for the Affordable Housing Project is solely within the discretion of the City Council following all legally required proceedings pursuant to Minnesota Statutes 469.174 through 469.1794 including (i) a public hearing; (ii) determining that tax increment financing assistance is necessary for the Affordable Housing Project; and (iii) verification of development financing need that substantiates that “but for” the use of tax increment financing the Affordable Housing Project would be unable to proceed.

2. The City Council authorizes the City Administrator to provide a supplemental letter regarding the use of tax increments if needed in support of the Developer’s application for low income housing tax credits.

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
CHISAGO COUNTY
CITY OF WYOMING

I, the undersigned, being the duly qualified and acting Clerk of the City of Wyoming, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes relate to expressing support for the proposed use of tax increment financing for an Affordable Housing Project in the City.

WITNESS my hand this 2nd day of July, 2024

Robb Linwood City Administrator/Clerk

Request for Council Action

Date: July 2, 2024

To: Wyoming City Council Mayor Lisa Iverson, Councilmembers Claire Luger, Linda Nanko Yeager, Brett Ohnstad and Dennis Schilling

Cc: Robb Linwood; File

From: City Engineer, Mark Erichson, PE

RE: Railroad Park Phase 2- Approve Plans and Specifications and Authorize Advertisement for Bids

Background and supporting documentation of request:

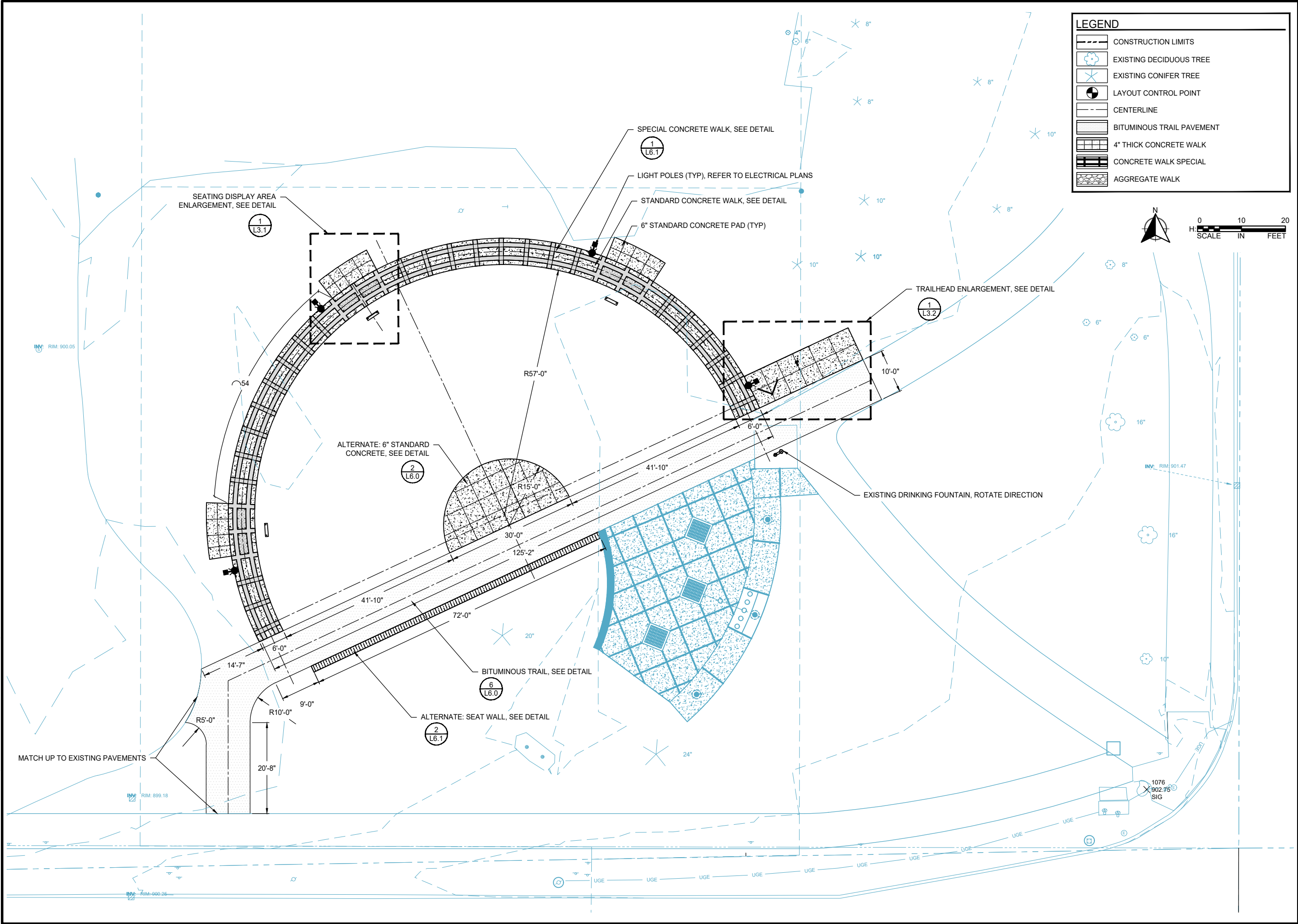
The Railroad Park Phase 2 includes the continued development of the park master plan, following the Phase 1 Veterans Memorial Plaza. This phase of work includes a bituminous trail through the park for access and the themed history walk which is a concrete walk that reflects the look of railroad tracks with three adjacent concrete pads for future benches. The donation pavers will be set within the themed history walk in front of each bench pad. Opposite each bench pad will be the ultimate location of a history/interpretive sign, which is being coordinated separately from the bid project along with a larger donation sign and trailhead kiosk. Additionally, the project includes decorative pedestrian light poles along the history walk with electric pedestals placed in select locations of the site for park events, adjustment to the existing drinking fountain, and relocation of the existing bike fix-it station. As part of a bid alternate, there will be a concrete pad for a small stage along the bituminous walk, bollard lights around the concrete stage pavement, and another section of a seat wall along the bituminous walk.

Plans and Specifications have been prepared and will be ready to be advertised for bidding. Staff is requesting approval of the plans and specifications and authorization to advertise for bids to be published on July 11th. Plans and Specifications will be available for your review at City Hall on that date.

Recommendation:

Approve **Resolution 24-07-66** a resolution Approving Plans and Specifications and Authorize Advertisement for Bids for the Railroad Park Phase 2.

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LEGEND

- CONSTRUCTION LIMITS
- EXISTING DECIDUOUS TREE
- EXISTING CONIFER TREE
- LAYOUT CONTROL POINT
- CENTERLINE
- BITUMINOUS TRAIL PAVEMENT
- 4" THICK CONCRETE WALK
- CONCRETE WALK SPECIAL
- AGGREGATE WALK

wsb

SCALE: AS SHOWN
PLAN BY: KMP

DESIGN BY: CCA
CHECK BY: CCA

REVISIONS	
NO.	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT 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.

Candace C. Amberg, PLA
DATE: 03-25-2024 LIC. NO. 40846

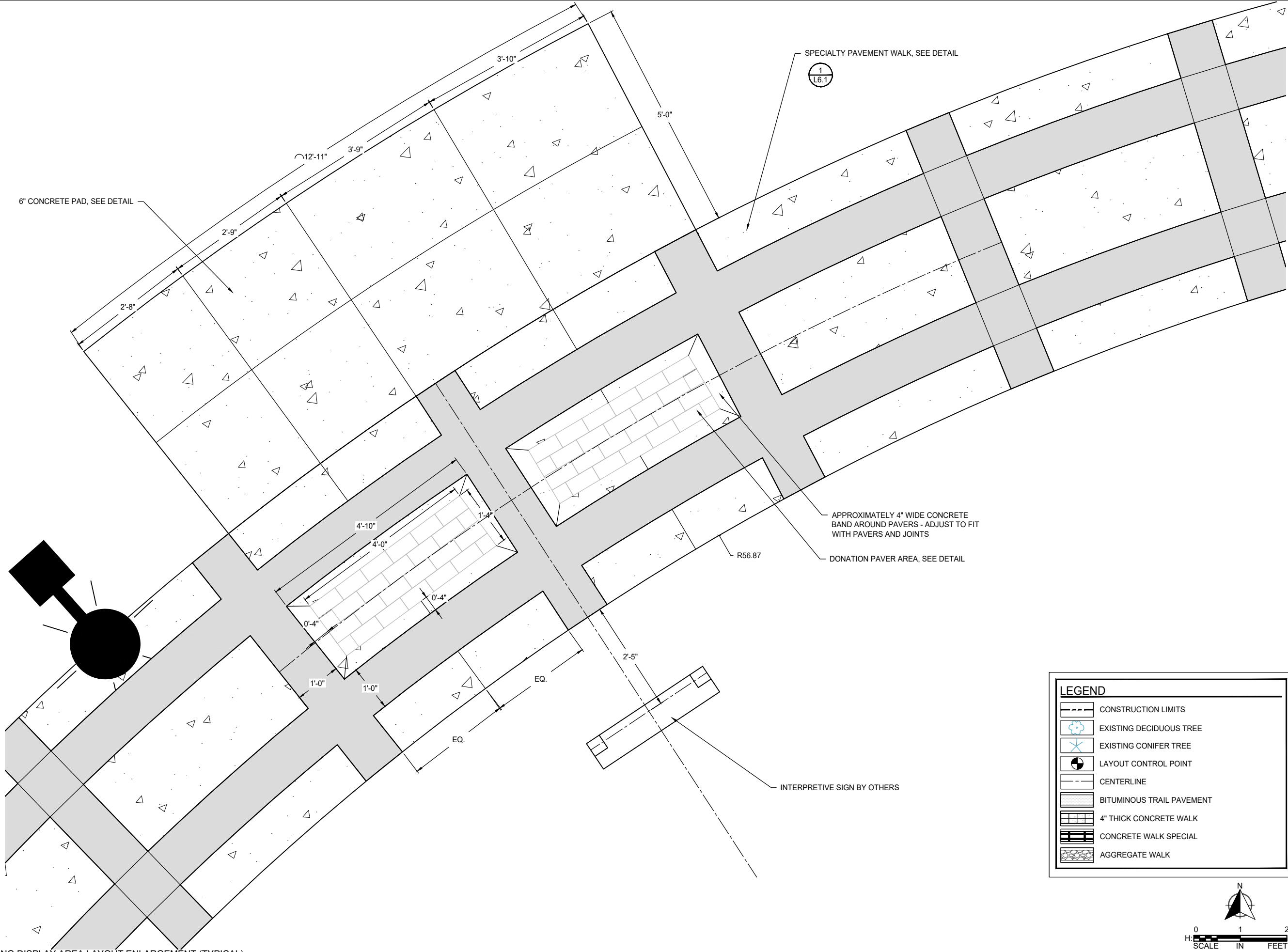
LAYOUT PLAN

RAILROAD PARK - PHASE 2
CITY OF WYOMING

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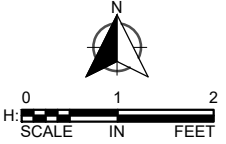
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L3.1

SEATING DISPLAY AREA LAYOUT ENLARGEMENT (TYPICAL)



LEGEND

- CONSTRUCTION LIMITS
- EXISTING DECIDUOUS TREE
- EXISTING CONIFER TREE
- LAYOUT CONTROL POINT
- CENTERLINE
- BITUMINOUS TRAIL PAVEMENT
- 4" THICK CONCRETE WALK
- CONCRETE WALK SPECIAL
- AGGREGATE WALK



SCALE: AS SHOWN
PLAN BY: KMP

DESIGN BY: CCA
CHECK BY: CCA

REVISIONS	
NO.	DESCRIPTION

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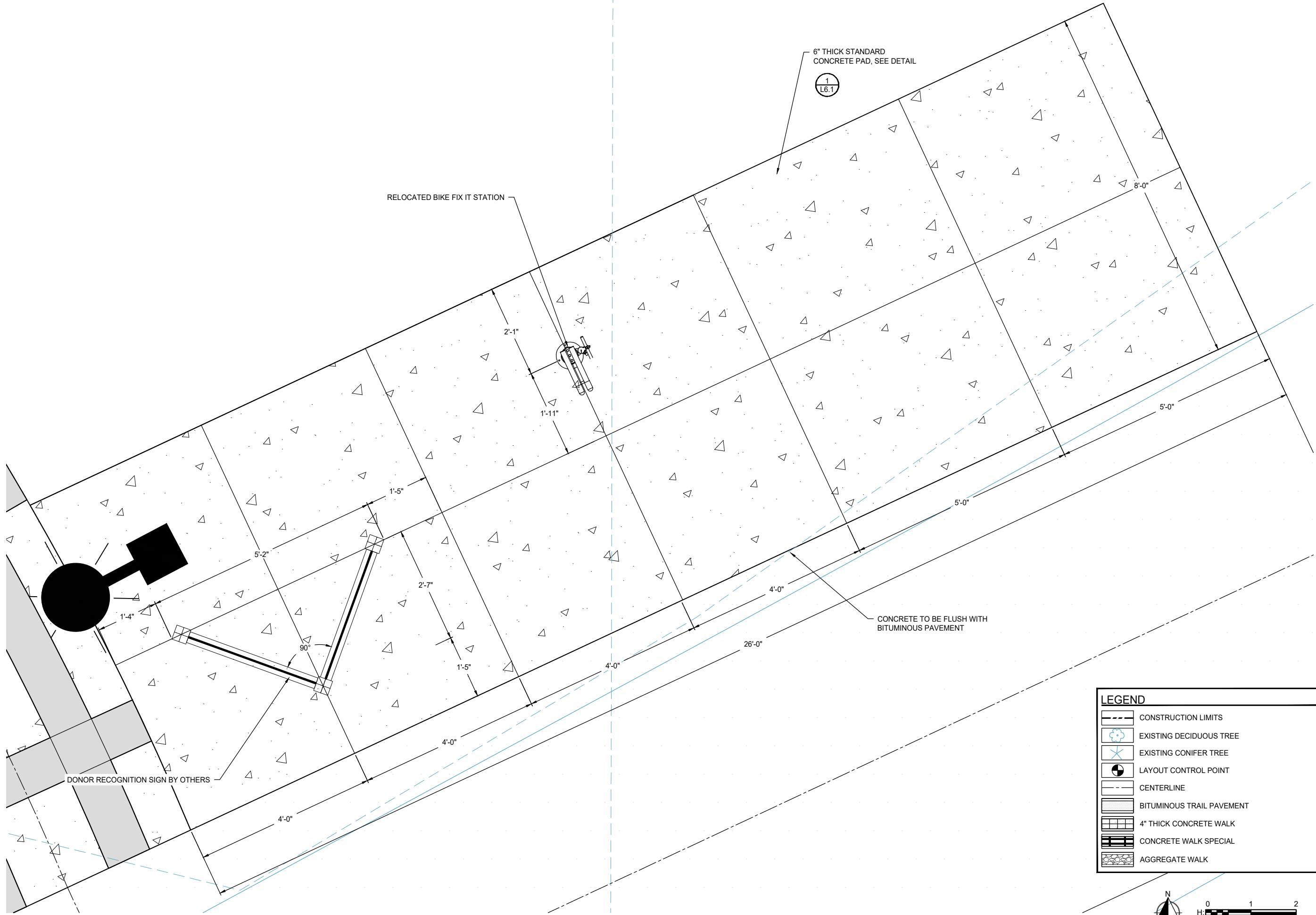
Candace C. Amberg, P.L.A.

DATE: 03-25-2024 LIC. NO. 40846

LAYOUT PLAN

RAILROAD PARK - PHASE 2
CITY OF WYOMING

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REVISIONS	
NO.	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT 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.

Candace C. Amberg, PLA
DATE: 03-25-2024 LIC. NO. 40846

LAYOUT PLAN

RAILROAD PARK - PHASE 2
CITY OF WYOMING

RESOLUTION 23-07-66

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING
ADVERTISEMENT FOR BIDS FOR RAILROAD PARK PHASE 2**

WHEREAS, pursuant to action previously passed by the City Council, the City Engineer has prepared plans and specifications for the Railroad Park Phase 2 and has presented such plans and specifications to the Council for approval;

**NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF
WYOMING:**

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Engineer shall prepare and cause to be inserted in the official City newspaper and the Finance and Commerce an advertisement for bids upon the making of such improvements under such approved plans and specifications.
3. The advertisement shall be published in each of said publications at least once not less than three (3) weeks before the date set for opening bids, shall specify the work to be done, shall state the bids will be publicly opened at the Wyoming City Hall in said City and that no bids will be considered unless sealed and filed with the City Clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the City Clerk for five (5%) percent of the amount of such bid.

BE IT FINALLY RESOLVED that the City Council hereby orders the Advertisement for Bids for Railroad Park Phase 2.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 2ND DAY OF
JULY, 2024.**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTESTED:

Robb Linwood, City Administrator/Clerk



Request for Council Action

Date: June 26, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Chisago County Public Safety communication equipment at North Wyoming Water Tower

Method: New Business

Background Information:

In 2018 the city of Wyoming demolished a water tower located at the corner of 267th street and Felton Ave. As part of the demolition the county took down existing radio antennas on the tower and left a communications building, generator and propane tank. The County approached the city requesting that equipment on the ground and new antenna equipment be moved to the north tower to ensure the reliability of the public safety communication network.

If the agreement is approved by the council the city would grant the County a non-exclusive license to install, operate, and maintain two radio antennas on the exterior of the water tower. This installation will be carried out following the City's rules and standards, ensuring that any new antennas do not cause structural damage to the water tower. All installation and maintenance activities must receive prior written approval from the City, including detailed specifications certified by a licensed professional engineer.

In addition to the two antennas, the County would be authorized to install other equipment, such as a microwave dish, VHF antennas, an equipment building, an LP tank, a generator, and necessary electric, fiber, and phone services, subject to the City's prior written approval.

The County is responsible for all costs related to the installation, operation, and maintenance of the antennas and related equipment. All activities must adhere to good engineering practices and comply with the relevant regulations. Should any damage occur to the water tower or surrounding City property due to these activities, the County will be responsible for repairs within 30 days of receiving notification.

The County will coordinate with the City to schedule work as needed, respecting the City's planned use or maintenance of the tower. The City will provide the County with at least 90 working days' notice for any maintenance requiring temporary removal or relocation of the County's equipment.

The initial term of this license is five years, with automatic renewal for an additional five-year term unless either party provides written notice of termination or amendment at least 180 days before the end of the current term.

The County agrees to indemnify, defend, and hold the City harmless from any claims arising out of the County's use of the water tower. The County will ensure that its use does not interfere with the City's operations. If any interference occurs, the County will cease the interfering activity within three business days of receiving notice from the City. If this

cessation materially impacts the County's use, the County may terminate the license and remove its equipment from the water tower.

The city's legal counsel has reviewed the agreement and has approved it as presented to the city council.

Recommendation: To approve the license agreement between the City of Wyoming and the County of Chisago regarding communication equipment at North Wyoming Water Tower.



LICENSE AGREEMENT

This Agreement (the “Agreement”), by and between the City of Wyoming, a Minnesota municipal corporation (“City”), and the County of Chisago (“County”) a municipal corporation and a political subdivision of the State of Minnesota, (collectively, the “Parties”), is entered into and effective as of the date of execution by the last undersigned Party.

Article I: Recitals

WHEREAS, CITY is the owner of a water tower located at 5117 273rd St, Wyoming, MN; and

WHEREAS, COUNTY desires to use space on the water tower and the property it sits upon to mount and operate radio antennas and associated equipment and infrastructure for the COUNTY’s public safety communications network created and maintained for the mutual benefit of the Parties; and

WHEREAS, COUNTY wishes to obtain from CITY a license allowing COUNTY to use the water tower and the municipal property the water tower sits upon for the COUNTY’s antennas and equipment; and

WHEREAS, COUNTY will agree to observe reasonable rules and standards established by the CITY for use of the water tower’s exterior and/or the municipal property it sits upon;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual covenants, conditions, promises, and agreements contained herein, the Parties agree and stipulate as follows:

Article II: Performance

2.1 License Granted. CITY hereby grants COUNTY this non-exclusive license authorizing the COUNTY the right to install, operate and maintain two radio antennas on the exterior of the CITY’s water tower described in the recitals in accordance with the terms of this Agreement.

The COUNTY shall seek and obtain the CITY’s written approval prior to any maintenance, repair, updating or replacement of the two antennas. COUNTY shall furnish detailed specifications with certification from a licensed professional engineer that any new antennas will not cause structural damage to the water tower. The proposed mounting and coatings, repair materials and methods must be pre-approved by CITY prior to installation.

The COUNTY shall seek and obtain the CITY’S written approval to perform any alteration or new installations made by COUNTY to any item located on or to be located on the municipal property, which may include (but not limited to):

- 1, Microwave dish including coax lines and control lines
- 2, VHF antennas, including coax line used for Fire Department alerting and Severe Weather siren alerting
- 1, Equipment building
- 1, 500-to-1,000-gallon LP tank
- 1, Generator mounted on concrete slab
- Electric, fiber, and phone service as needed

COUNTY shall have the right, at its sole cost and expense, to operate and maintain the radio antennas and related equipment on the water tower in accordance with good engineering practices and with all rules and regulations. COUNTY’s installation of all antennas and related equipment shall be done according to plans approved by the CITY, which approval shall not be unreasonably withheld. Any damage done to the water tower or other CITY property including the surrounding CITY structures and land during installation or during operations, shall be

repaired at COUNTY's expense within 30 days after notification of damage. The antennas and related equipment shall remain the exclusive property of the COUNTY, unless otherwise agreed by the Parties.

2.2 Notices.

COUNTY will honor reasonable CITY requests to reschedule the COUNTY's work based upon planned CITY use or maintenance of the tower or of the municipal property on which the tower sits. CITY shall give COUNTY no less than 90 working days' notice of any tower maintenance work which requires the COUNTY, at the COUNTY's own cost, to temporarily remove or relocate the COUNTY's antennas or antenna-related equipment.

For the purpose of Notice(s), the COUNTY's address is:

Chisago County
Attn: Enterprise Services Department.
313 North Main St., Suite 140
Center City, MN 55012

The CITY's Address is:

City of Wyoming
26885 Forest Blvd.
Wyoming MN 55092

2.3 Term: The term of this license shall be for five (5) years, beginning _____. The license shall automatically renew for an additional five-year term unless one Party notifies the other of its desire to end or amend the agreement, delivered in writing to the authorized representative no later than one hundred and eighty (180) days prior to the expiration of the license.

2.4 Indemnity: COUNTY agrees to indemnify, defend and hold CITY harmless for any and all claims, demand, and actions made against CITY, its supervisors, officers, employees, attorneys and agents, by any person or sovereign, arising out of or related to the exercise by the COUNTY of the rights granted hereunder.

2.5 Interference: COUNTY shall not interfere with CITY's use of the water tower and agrees to cease all such actions which unreasonably and materially interfere with CITY's use thereof no later than three (3) business days after receipt of written notice of the interference from the CITY. In the event that COUNTY's cessation of action is material to COUNTY's use and such cessation frustrates COUNTY's use arising under this License, within COUNTY's sole discretion, COUNTY shall have the immediate right to terminate this license and remove all antenna and related equipment from the water tower.

Article III: Construction and Enforcement

3.1 Enforcement: Failure by any Party to enforce any provision of this Agreement shall not be construed to be a waiver of such provisions or either Party's rights thereafter to enforce such provisions or any other provision.

3.2 Complete Agreement: This Agreement contains the complete understanding of the Parties regarding its subject matter and supersedes any prior understanding or representations by or between the Parties, written or oral.

3.3 Modification and Severance: This Agreement may not be amended, modified, or supplemented in any respect except by a subsequent written agreement entered into by the Parties referencing this Agreement and signed by all Parties. If any part of this Agreement is found invalid or unenforceable, such part shall be deemed stricken herefrom and the remainder of the Agreement shall remain at all times in full force and effect.

3.4 Remedies: All remedies available at law or equity for the breach of this Agreement are cumulative.

3.5 Costs: In the event of litigation arising out of activities related to this Agreement, if a court of competent jurisdiction determines that this Agreement has been breached, then the breaching Party shall reimburse the non-breaching Party for its expenses, costs and disbursements, and reasonable attorney's fees incurred in connection with all such litigation.

3.6 Governing Law and Application: This Agreement shall be governed by the laws of the State of Minnesota and shall insure to the benefit of and be binding upon each Party's respective successors, agents, members, contractors and assignees. Each Party and the subject of this Agreement shall be subject to the regulations of any regulatory body having jurisdiction hereof, including but not limited to the Federal Communications Commission, the Federal Aviation Administration, the Metropolitan Emergency Services Board.

3.7 Limitation of Liability: Nothing in this License shall be deemed a waiver of any limitation of liability or defenses under Minnesota Statutes Chapter 466 or any other provision of law.

3.8 Authority: The Parties hereto represent one to the other that the persons executing this Agreement on behalf of the Party has full right, power, and authority to execute this Agreement and bind the Party on whose behalf they are executing this Agreement.

3.9 Legal Counsel: The Parties hereto hereby warrant and represent that they have consulted with and received advice from the legal counsel of their choice with respect to this Agreement.

3.10 Construction: Both Parties have contributed to the drafting of this Agreement and latent or patent ambiguity in this Agreement shall not be construed against any one Party as drafter of the same.

3.11 Captions: Captions contained in this Agreement are inserted only as a matter of convenience and shall not, in any way, define, limit, or extend or otherwise affect the scope or intent of this Agreement or any provision hereof.

3.12 Counterparts: This Agreement may be executed in counterparts, which taken together shall be deemed one instrument. All executed copies of this Agreement are duplicate originals, equally admissible as evidence.

IN WITNESS WHEREOF, this Agreement has been executive effective as of the dates date set forth below:

COUNTY OF CHISAGO

CITY OF WYOMING

By: _____
Chair, Board of County Commissioners

By: _____
Mayor

By: _____
Clerk, Board of County Commissioners

By: _____
Clerk-Treasurer

Date: _____

Date: _____

Reviewed as to Form:



County Attorney

Date 6/25/2024