

**AGENDA
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
MARCH 4, 2025
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 February 18, 2025
2. Consider approving the minutes of the "Work Session" of the Wyoming, Minnesota City Council for February 18, 2025

SCHEDULED BID LETTINGS:

SCHEDULED PUBLIC HEARINGS:

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. Consider authorizing the payment of recommended bills, payroll and journal entries for the period of February 19, 2025 to March 4, 2025
4. To consider **Resolution 25-03-20** a resolution accepting a donation from Splitrocks for the Spring Medallion Hunt in the amount of \$100.00
5. To consider **Resolution 25-03-21** a resolution authorizing payment title, tax, and registration of the 2025 Western Star 47X to the Minnesota Department of Vehicle Services

in the amount of \$10,338.88

6. To consider **Resolution 25-03-22** a resolution approving payment for Vac Con truck repairs to Blaine Brothers in the amount of \$29,574.69
7. To consider advertising for two summer season positions with the Public Works Department at a wage of \$16.00-\$18.00/Hr.
8. To consider **Resolution 25-03-23** a resolution accepting improvements and approving release of escrow for the Hallberg Multi-Tenant Development
9. To consider **Resolution 25-03-24** a resolution accepting a donation from St. Croix Valley Insurance for the Railroad Park Development Project
10. To consider the application for a Temporary 1 Day Consumption and Display Permit for the Wildlife Science Center

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

11. Report of the Public Safety Director, Neil Bauer, for March 4, 2025
12. Report of City Building Official, Fred Weck, IV for February 27, 2025.
13. Report of the City Attorney, Tom Loonan, for February 26, 2025
14. Report of City Engineer Mark Erichson, WSB for February 26, 2025
15. Report of the Report of the Public Works Superintendent, Steve Reeves, for February 27, 2025

COMMUNICATIONS:

OLD BUSINESS:

NEW BUSINESS:

16. To approve an agreement between the City of Wyoming and Lakes Center for Youth and Families for 2025 - Presentation by Linda Madsen, Community Outreach Coordinator for Lakes Center for Youth and Families
17. To consider **Resolution 25-03-25** a resolution approving an Interim Conditional Use Permit to operate a home-based massage business at 26338 Finley Avenue. Applicant Anna Oosterom. Property ID: 21.00306.00.
18. To consider a city council work session on March 18, 2025

COUNCIL REPORTS:

ADJOURN

**DRAFT MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
FEBRUARY 18, 2025
7:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for February 18, 2025, to order at 7:00 PM

CALL OF ROLL:

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

ABSENT: None

Also Present: Tom Loonan, Eckberg Lammers, Robb Linwood, City Administrator, Grant MacFarlane, Assistant City Administrator, Mark Erichson-WSB, and Steve Reeves, Public Works Superintendent

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

APPROVAL OF MINUTES:

1. **Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for February 4, 2025**

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER ONSTAD, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR FEBRUARY 4, 2025, AS SUBMITTED.

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

Voting Nay: None

Abstain: None

Absent: None

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.

2. To consider authorizing the payment of recommended bills, payroll, and journal entries for the period from February 5, 2025, to February 18, 2025
3. To consider approving an application from the Wyoming Creative Arts Center for a renewal of their Consumption and Display Permit
4. To consider **Resolution 25-02-15** a resolution approving BergankDVK to conduct the annual audit services for the year ended December 31, 2024, in the amount of \$42,120.00
5. To consider **Resolution 25-02-16** a resolution authorizing payment for the upfitting of a 2025 Western Star 47X Chassis by Towmaster for the Public Works Department in the amount of

\$181,927.00.

6. To consider **Resolution 25-02-17** a resolution authorizing the purchase of a Ford F-150 from Midway Ford and upfitting from Emergency Automotive Technologies in the amount of \$51,328.08.
7. To consider **Resolution 25-02-18** a resolution authorizing the purchase of a 2025 John Deer Tractor and Diamond Mowing Equipment from Minnesota Equipment for the Public Works Department in the amount of \$110,736.85.
8. To consider **Resolution 25-02-19** a resolution adopting the Chisago County 2024 Hazard Mitigation Plan
9. To consider approval and adoption of **Ordinance 2025-01** an ordinance amending the City of Wyoming Code of Ordinances, Chapter 39, Stormwater Management, Article 1, Section 39-3 Purpose.
10. To consider **Resolution 25-02-20** a resolution adopting and approving a summary publication for Ordinance 2025-01, an Ordinance amending the City of Wyoming Code of Ordinances, Chapter 39 Stormwater Management, Article 1, Sec. 39-3 Purpose.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE #2, #3, #4, #5, #6, #7, #8, #9 and #10 OF THE WYOMING CITY COUNCIL CONSENT AGENDA

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

Voting Nay: None

Abstain: None

Absent: None

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

11. Report of the Public Safety Director, Neil Bauer for February 12, 2025
12. Report of City Building Official, Fred Weck, IV for February 12, 2025
13. Report of City Attorney Tom Loonan for February 12, 2025
14. Report of City Engineer Mark Erichson, WSB for February 13 2025
15. Report of Public Works Superintendent, Steve Reeves for February 12, 2025

COMMUNICATIONS:

16. 2025 Spring Medallion Hunt

Assistant City Administrator MacFarlane – Reminded the Council that each year, the City hosts a medallion hunt and the 2025 hunt will run from March 3, 2025, to March 7, 2025. He stated that clues for the hunt will go live on Facebook every day at 9:00 a.m. until the medallion is found.

OLD BUSINESS: NONE

NEW BUSINESS

17. To consider a City Council Work Session on March 4, 2025.

City Administrator Linwood – Explained that the intent of the proposed Work Session meeting was to continue the discussions surrounding retail cannabis.

Council Member Luger – Stated that she would not be able to make this proposed meeting.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY MAYOR IVERSON, TO APPROVE A CITY COUNCIL WORK SESSION MEETING ON MARCH 4, 2025

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

Voting Nay: None

Abstain: None

Absent: None

COUNCIL REPORTS:

Council Member Ohnstad – Attended the Work Session earlier tonight.

Council Member Nanko Yeager – Attended the Work Session meeting earlier tonight.

Council Member Luger – Attended the Work Session meeting earlier tonight.

Council Member Schilling – Attended the Work Session meeting earlier tonight. He explained that he also wanted to give the Public Works Department a shout-out because he felt that they have been doing a great job on the plowing, including the trails.

Mayor Iverson – Attended the Work Session and EDA meetings. She announced the death of former Council Member Joe Zerwas and stated that she wanted to take a few minutes to honor him as a friend and former Council Member. She explained that his entire career was dedicated to public service and that that everyone that had served with Joe was touched by his wisdom. She asked that a moment of silence be had in honor of Mr. Zerwas.

There was a moment of silence in honor of losing Mr. Zerwas.

Mayor Iverson – Extended the City's love and prayers to Mr. Zerwas' family and friends and stated that he would be forever missed.

MAYOR IVERSON ADJOURNED THE MEETING BY GENERAL CONSENT AT 7:13 PM.

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:
MARCH 4, 2025
7:00PM

**DRAFT MINUTES
CITY COUNCIL
WORK SESSION
CITY OF WYOMING, MINNESOTA
FEBRUARY 18, 2025
5:30 PM**

CALL TO ORDER: *Mayor Lisa Iverson called the Work Session Meeting of the Wyoming City Council for February 18, 2025 to order at 5:35 PM*

CALL OF ROLL:

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

Also Present: Robb Linwood, City Administrator and Grant MacFarlane, Assistant City Administrator

DETERMINATION OF A QUORUM:

Mayor Iverson determined that a Quorum was present.

NEW BUSINESS

1. Highlights of 2024 Goals and Initiatives and Setting 2025 Wyoming City Council Goals

City Administrator Linwood presented a PowerPoint to the Council. Linwood provided an overview of the City Council's goals in 2024 and what they had achieved over the past year. Administrator Linwood then shared a list of other notable accomplishments by each City department which had occurred in 2024. Administrator Linwood requested that each councilmember reflect on the past year and share something they were proud of that happened within the community, along with a council-specific accomplishment that they were proud of. The council made the following list:

Community Accomplishments:

- Railroad Park – Veterans Memorial and History Walk
- Community events (Stagecoach Day, Touch-a-Truck, Tree Lighting, Night to Unite, etc.)
- Arbor Day tree planting
- Naming of the Dog Park
- Continued commitment to donation drives

Council Achievements:

- A successful budget and audit process
- The City Council continues to work together and respect one another
- Difference being made in the City
- Quality plowing of streets, trails, and sidewalks by the Public Works Department
- Naloxone Access Point
- Completion of Street Projects and various road improvements
- Opening of the Barks and Rec Dog Park

- Improved bond rating

Administrator Linwood then asked the council to share their ongoing goals and new ideas for 2025. The council created the following list:

2025 Ongoing and New Goals / Ideas:

- Obtain funding for a new Public Safety Building
- Bring additional retail / food options to town (Kwik Trip, Jersey Mikes, Chic Fil A)
- Continue development of the Dog Park
- Attract more businesses to town
- Increase involvement in FLAS through municipal activities (Mayor for a Day, Presentations, Q&A)
- Invite more Scouts to Council Meetings to present the flags
- Continue making events a priority in the City
- Downtown growth and development
- Support existing businesses and manufacturers
- Expansion of community events (music / art in the park, community farmers market)

A MOTION WAS MADE BY MAYOR IVERSION TO ADJOURN THE FEBRUARY 18, 2025 WORK SESSION OF THE WYOMING, MINNESOTA CITY COUNCIL AT 6:50PM

City of Wyoming Check Detail Register

1/8
February 25, 2025 11:37 AM
User: ssaxe
DR: Wyoming

03-04-2025

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
57530	03/04/2025	ADAM'S PEST CONTROL INC			
4056577	101-1400-42100	OPERATING SUPPL	\$90.00	OPERATING SUPPLIES	
4055323	101-2110-42310	CONTRACTED SER	\$53.00	CONTRACTED SERVICES	
4055322	101-3100-42310	CONTRACTED SER	\$26.50	CONTRACTED SERVICES	
	601-9425-42310	CONTRACTED SER	\$26.50	CONTRACTED SERVICES	
	602-9425-42310	CONTRACTED SER	\$26.50	CONTRACTED SERVICES	
4055321	101-3100-42310	CONTRACTED SER	\$17.66	CONTRACTED SERVICES	
	601-9425-42310	CONTRACTED SER	\$17.66	CONTRACTED SERVICES	
	602-9425-42310	CONTRACTED SER	\$17.68	CONTRACTED SERVICES	
Total for ADAM'S PEST CONTROL INC			\$275.50		
57531	03/04/2025	ADVANCE AUTO PARTS			
2509-354633	101-2200-43900	VEHICLE MAINTEN	\$19.86	VEHICLE MAINTENANCE	
Total for ADVANCE AUTO PARTS			\$19.86		
57532	03/04/2025	Aire Serv of East Central MN			
00017366	101-0000-32210	BUILDING PERMIT	\$40.00	Cost \$600 and Up - Res	
Total for Aire Serv of East Central MN			\$40.00		
57533	03/04/2025	ASPEN MILLS			
347609	101-2200-44080	UNIFORMS	\$54.95	UNIFORMS	
349060	101-2200-44080	UNIFORMS	\$23.85	UNIFORMS	
Total for ASPEN MILLS			\$78.80		
57534	03/04/2025	AT & T MOBILITY			
02032025	101-2110-43200	COMMUNICATIONS	\$1,344.25	COMMUNICATIONS (GENERAL)	
	101-2200-43200	COMMUNICATIONS	\$336.07	COMMUNICATIONS (GENERAL)	
Total for AT & T MOBILITY			\$1,680.32		
57535	03/04/2025	BAYCOM, INC.			
EQUIPINV_053779	401-2110-45000	CAPITAL OUTLAY	\$25,641.00	CAPITAL OUTLAY	
Total for BAYCOM, INC.			\$25,641.00		

City of Wyoming Check Detail Register

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February 25, 2025 11:37 AM
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03-04-2025

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
57536	03/04/2025	BLAINE BROTHERS INC.			
080001821650					
	601-9425-43900	VEHICLE MAINTEN	\$9,858.23	VEHICLE MAINTENANCE	
	602-9425-43900	VEHICLE MAINTEN	\$9,858.23	VEHICLE MAINTENANCE	
	651-9425-43900	VEHICLE MAINTEN	\$9,858.23	VEHICLE MAINTENANCE	
080001822491					
	601-9425-43900	VEHICLE MAINTEN	\$278.80	VEHICLE MAINTENANCE	
	602-9425-43900	VEHICLE MAINTEN	\$278.80	VEHICLE MAINTENANCE	
	651-9425-43900	VEHICLE MAINTEN	\$278.81	VEHICLE MAINTENANCE	
Total for BLAINE BROTHERS INC.				\$30,411.10	
57537	03/04/2025	CINTAS			
4221774016					
	101-3100-44180	UNIFORMS	\$80.76	STREETS	
	101-3100-42100	OPERATING SUPPL	\$46.90	SHOP SUPPLIES	
Total for CINTAS				\$127.66	
57538	03/04/2025	DAN'S TOWING			
96510					
	202-2110-42310	CONTRACTED SER	\$161.06	TOWING	
Total for DAN'S TOWING				\$161.06	
57539	03/04/2025	ESCH CONSULTING LLC			
02-21-25					
	601-9425-42080	TRAINING AND IN	\$50.00	TRAINING AND INSTRUCTION	
Total for ESCH CONSULTING LLC				\$50.00	
57540	03/04/2025	FAIRVIEW HEALTH SERVICES			
15008016282					
	101-2110-43000	PROFESSIONAL SE	\$525.00	PROFESSIONAL SERVICE (GENERAL)	
Total for FAIRVIEW HEALTH SERVICES				\$525.00	
57541	03/04/2025	FERGUSON WATERWORKS			
0543028					
	601-9425-42080	TRAINING AND IN	\$320.00	TRAINING AND INSTRUCTION	
Total for FERGUSON WATERWORKS				\$320.00	
57542	03/04/2025	FOREST LAKE PRINTING			
21930					
	101-2200-44080	UNIFORMS	\$695.20	UNIFORMS	
Total for FOREST LAKE PRINTING				\$695.20	
57543	03/04/2025	Guidance Homes, Inc.			
BSF24-00013					
	800-0000-20401	SILT FENCE	\$810.00	BSF24-0013	
Total for Guidance Homes, Inc.				\$810.00	
57544	03/04/2025	HALLBERG STORAGE LLC			
02122025					
	101-2200-42100	OPERATING SUPPL	\$52.50	OPERATING SUPPLIES	
Total for HALLBERG STORAGE LLC				\$52.50	

City of Wyoming Check Detail Register

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February 25, 2025 11:37 AM
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03-04-2025

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
57545	03/04/2025	HAWKINS INC			
6985174					
	601-9425-42160	CHEMICALS/CHEM		\$10.00	CHEMICALS/CHEMICAL PRODUCTS
6976079					
	601-9425-42160	CHEMICALS/CHEM		\$1,124.69	
Total for HAWKINS INC				<u>\$1,134.69</u>	
57546	03/04/2025	HITCH-IT			
5363					
	101-3100-43900	VEHICLE MAINTEN		\$132.00	VEHICLE MAINTENANCE
Total for HITCH-IT				<u>\$132.00</u>	
57547	03/04/2025	KENNEDY & GRAVEN			
186571					
	101-1400-43040	ATTORNEY FEES		\$240.00	ATTORNEY FEES
Total for KENNEDY & GRAVEN				<u>\$240.00</u>	
57548	03/04/2025	KRAMER MECHANICAL			
32412					
	601-9425-44010	REPAIRS & MAINT.		\$164.00	REPAIRS & MAINT. - BUILDINGS
Total for KRAMER MECHANICAL				<u>\$164.00</u>	
57549	03/04/2025	LENFER AUTOMOTIVE AND TRANSMISSION			
24573					
	101-2110-43900	VEHICLE MAINTEN		\$50.27	VEHICLE MAINTENANCE
Total for LENFER AUTOMOTIVE AND TI				<u>\$50.27</u>	
57550	03/04/2025	MARK & RACHELLE HAANPAA			
02/19/2025					
	651-0000-11500	ACCOUNTS RECEIV		\$37.60	Surface Water Mgmt
Total for MARK & RACHELLE HAANPAA				<u>\$37.60</u>	
57551	03/04/2025	MED COMPASS			
47005					
	101-2200-42310	CONTRACTED SER		\$5,300.00	CONTRACTED SERVICES
Total for MED COMPASS				<u>\$5,300.00</u>	
57552	03/04/2025	MENARDS- FOREST LAKE			
52184					
	101-3100-43900	VEHICLE MAINTEN		\$22.76	VEHICLE MAINTENANCE
	101-3100-42100	OPERATING SUPPL		\$97.92	OPERATING SUPPLIES
52543					
	101-3100-42400	SMALL TOOLS/MIN		\$42.99	SMALL TOOLS/MINOR EQUIPMENT
52611					
	101-3100-42400	SMALL TOOLS/MIN		\$24.99	SMALL TOOLS/MINOR EQUIPMENT
Total for MENARDS- FOREST LAKE				<u>\$188.66</u>	

City of Wyoming Check Detail Register

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February 25, 2025 11:37 AM
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03-04-2025

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
57553	03/04/2025	MIDCONTINENT COMMUNICATIONS			
37852500114563					
		101-3100-43210 TELEPHONE		\$33.46	PUBLIC WORKS
		601-9425-43210 TELEPHONE		\$33.46	WELL
		602-9425-43210 TELEPHONE		\$33.47	LIFTSTATIONS
Total for MIDCONTINENT COMMUNIC/				\$100.39	
57554	03/04/2025	MINNESOTA VALLEY TESTING LABS			
1293081					
		601-9425-43110 LAB COSTS		\$117.50	LAB TESTS
1293593					
		601-9425-43110 LAB COSTS		\$120.00	LAB TESTS
Total for MINNESOTA VALLEY TESTIN				\$237.50	
57555	03/04/2025	NORTHERN TOOL & EQUIPMENT			
541202050250980					
		101-3100-42400 SMALL TOOLS/MIN		\$373.48	SMALL TOOLS/MINOR EQUIPMENT
Total for NORTHERN TOOL & EQUIPME				\$373.48	
57556	03/04/2025	OLSON WILDLAND FABRICATION,LLC			
2503					
		101-2200-42100 OPERATING SUPPL		\$1,391.00	OPERATING SUPPLIES
Total for OLSON WILDLAND FABRICAT				\$1,391.00	
57557	03/04/2025	ON SITE, INC			
0001852437					
		101-5200-44050 SATALLITE RENTAL		\$175.00	030626-0012 SWENSON PARK
0001850224					
		101-5200-44050 SATALLITE RENTAL		\$41.83	030626-0012 SWENSON PARK
0001854832					
		101-5200-44050 SATALLITE RENTAL		\$41.83	030626-0012 SWENSON PARK
Total for ON SITE, INC				\$258.66	
57558	03/04/2025	POMP'S TIRE SERVICE, INC.			
150189679					
		601-9425-43900 VEHICLE MAINTEN		\$1,569.64	VEHICLE MAINTENANCE
		602-9425-43900 VEHICLE MAINTEN		\$1,569.64	VEHICLE MAINTENANCE
150189130					
		101-3100-43900 VEHICLE MAINTEN		\$30.00	VEHICLE MAINTENANCE
Total for POMP'S TIRE SERVICE, INC.				\$3,169.28	
57559	03/04/2025	PRECISE MRM LLC			
IN200-2002076					
		101-3100-43900 VEHICLE MAINTEN		\$25.25	VEHICLE MAINTENANCE
Total for PRECISE MRM LLC				\$25.25	
57560	03/04/2025	RAPIT PRINTING INC			
434255					
		101-2400-44180 UNIFORMS		\$217.91	UNIFORMS
Total for RAPIT PRINTING INC				\$217.91	

City of Wyoming Check Detail Register

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February 25, 2025 11:37 AM
User: ssaxe
DR: Wyoming

03-04-2025

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
57561	03/04/2025	ROSENBAUER			
75732	101-2200-43900	VEHICLE MAINTEN	\$2,731.57	VEHICLE MAINTENANCE	
75733	101-2200-43900	VEHICLE MAINTEN	\$2,667.43	VEHICLE MAINTENANCE	
75740	101-2200-43900	VEHICLE MAINTEN	\$2,455.76	VEHICLE MAINTENANCE	
75736	101-2200-43900	VEHICLE MAINTEN	\$1,892.07	VEHICLE MAINTENANCE	
Total for ROSENBAUER				\$9,746.83	
57562	03/04/2025	STAPLES			
6021839311	101-1110-42000	SUPPLIES - OFFICE	\$(124.00)	SUPPLIES - OFFICE/COPY/COMPUTR	
6021839312	101-1400-42000	SUPPLIES - OFFICE	\$42.57	SUPPLIES - OFFICE/COPY/COMPUTR	
6021762512	101-1110-42000	SUPPLIES - OFFICE	\$279.00	SUPPLIES - OFFICE/COPY/COMPUTR	
6022102231	101-1110-42000	SUPPLIES - OFFICE	\$(310.00)	SUPPLIES - OFFICE/COPY/COMPUTR	
6022337543	101-3100-42000	SUPPLIES - OFFICE	\$40.20	SUPPLIES - OFFICE/COPY/COMPUTR	
6024307871	101-5500-42000	SUPPLIES - OFFICE	\$37.17	SUPPLIES - OFFICE/COPY/COMPUTR	
	101-1400-42000	SUPPLIES - OFFICE	\$70.78	SUPPLIES - OFFICE/COPY/COMPUTR	
6019241740	101-2400-42000	SUPPLIES - OFFICE	\$44.99	SUPPLIES - OFFICE/COPY/COMPUTR	
6024761521	101-1400-42000	SUPPLIES - OFFICE	\$89.97	SUPPLIES - OFFICE/COPY/COMPUTR	
Total for STAPLES				\$170.68	
57563	03/04/2025	SURPLUS SERVICES			
20041780	101-3100-42000	SUPPLIES - OFFICE	\$22.66	SUPPLIES - OFFICE/COPY/COMPUTR	
	601-9425-42000	SUPPLIES - OFFICE	\$22.66	SUPPLIES - OFFICE/COPY/COMPUTR	
	602-9425-42000	SUPPLIES - OFFICE	\$22.68	SUPPLIES - OFFICE/COPY/COMPUTR	
Total for SURPLUS SERVICES				\$68.00	
57564	03/04/2025	SUSA TREASURER			
2025	601-9425-42080	TRAINING AND IN:	\$125.00	REEVES TRAINING	
	602-9425-42080	TRAINING AND IN:	\$125.00	LOPEZ TRAINING	
Total for SUSA TREASURER				\$250.00	
57565	03/04/2025	T.C. WINTER SERVICES			
1926	101-3100-44400	SALT & SAND	\$705.00	SALT & SAND	
Total for T.C. WINTER SERVICES				\$705.00	

City of Wyoming Check Detail Register

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February 25, 2025 11:37 AM
User: ssaxe
DR: Wyoming

03-04-2025

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
57566 INV112378	03/04/2025	TARGETSOLUTIONS LEARNING LLC			
	101-2110-42310	CONTRACTED SER		\$3,183.47	CONTRACTED SERVICES
Total for TARGETSOLUTIONS LEARNIN				\$3,183.47	
57567 29945	03/04/2025	TIMESAVER OFF SITE SECRETARIAL			
	101-1400-42310	CONTRACTED SER		\$174.50	CONTRACTED SERVICES
Total for TIMESAVER OFF SITE SECRE1				\$174.50	
57568 02/21/2025	03/04/2025	TODD & SHANNON SASSEN			
	601-0000-11500	ACCOUNTS RECEIV		\$171.04	Water - Base Fee
	651-0000-11500	ACCOUNTS RECEIV		\$37.27	Surface Water Mgmt
	602-0000-11500	ACCOUNTS RECEIV		\$17.08	Sewer Usage
	601-0000-11500	ACCOUNTS RECEIV		\$9.30	State Surcharge
	601-0000-11500	ACCOUNTS RECEIV		\$4.68	Water Usage
Total for TODD & SHANNON SASSEN				\$239.37	
57569 475318	03/04/2025	TOWMASTER			
	101-3100-42910	EQUIPMENT REPAI		\$26.83	EQUIPMENT REPAIR
Total for TOWMASTER				\$26.83	
57570 0469 0482 01.07.25	03/04/2025	TOWN & COUNTRY DISPOSAL			
	101-3100-43840	REFUSE		\$50.00	REFUSE
	101-3100-43840	REFUSE		\$30.00	803 CITY OF WYOMING
	101-3100-43840	REFUSE		\$32.93	803 CITY OF WYOMING
Total for TOWN & COUNTRY DISPOSAL				\$112.93	
57571 INV12310VC3 INV12314VC3	03/04/2025	VC3, INC.			
	101-2110-42100	OPERATING SUPPL		\$115.00	OPERATING SUPPLIES
	101-2110-42100	OPERATING SUPPL		\$20.00	OPERATING SUPPLIES
Total for VC3, INC.				\$135.00	
57572 6106158540	03/04/2025	VERIZON			
	602-9425-43210	TELEPHONE		\$80.04	MACHINE-TO-MACHINE
Total for VERIZON				\$80.04	
57573 02182025 02182025	03/04/2025	VINCENT SCHILLING			
	101-2400-42080	TRAINING AND INI		\$500.00	TRAINING AND INSTRUCTION
	101-2400-43310	TRAVEL EXPENSES		\$102.20	TRAVEL EXPENSES
Total for VINCENT SCHILLING				\$602.20	

City of Wyoming Check Detail Register

7/8
February 25, 2025 11:37 AM
User: ssaxe
DR: Wyoming

03-04-2025

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
57574	03/04/2025	WEX BANK			
102865594					
	101-2400-42120	MOTOR FUELS		\$41.99	MOTOR FUELS
	101-2200-42120	MOTOR FUELS		\$655.90	MOTOR FUELS
	101-2110-42120	MOTOR FUELS		\$2,713.20	MOTOR FUELS
	101-3100-42120	MOTOR FUELS		\$1,518.50	MOTOR FUELS
	101-5200-42120	MOTOR FUELS		\$16.52	MOTOR FUELS
	601-9425-42120	MOTOR FUELS		\$767.51	MOTOR FUELS
	602-9425-42120	MOTOR FUELS		\$767.50	MOTOR FUELS
Total for WEX BANK				\$6,481.12	
57575	03/04/2025	WHITE BEAR LOCKSMITH			
35538					
	101-2110-44010	REPAIRS & MAINT.		\$140.00	REPAIRS & MAINT. - BUILDINGS
35437					
	101-2110-44010	REPAIRS & MAINT.		\$315.00	REPAIRS & MAINT. - BUILDINGS
Total for WHITE BEAR LOCKSMITH				\$455.00	
57576	03/04/2025	WILLIAMS SCOTSMAN, INC.			
9023103098					
	101-3100-44100	RENTALS (EQUIPM		\$692.88	RENTALS (EQUIPMENT)
Total for WILLIAMS SCOTSMAN, INC.				\$692.88	
57577	03/04/2025	XCEL ENERGY			
914782024					
	601-9425-43800	UTILITIES-GAS/ELI		\$302.94	WELLHOUSE
914593900					
	101-3100-43860	STREET LIGHTS		\$58.27	STOP LIGHTS
914586758					
	101-3100-43800	UTILITIES-GAS/ELI		\$14.06	SPEED SIGN
914796896					
	101-3100-43800	UTILITIES-GAS/ELI		\$15.46	SPEED SIGN
914824748					
	101-3100-43800	UTILITIES-GAS/ELI		\$13.36	SPEED SIGN
914619536					
	101-3100-43800	UTILITIES-GAS/ELI		\$29.64	PARKS
914636258					
	101-3100-43800	UTILITIES-GAS/ELI		\$25.98	SPEED SIGN
914640175					
	101-3100-43800	UTILITIES-GAS/ELI		\$0.83	SPEED SIGN
914669637					
	101-3100-43800	UTILITIES-GAS/ELI		\$13.82	PARKS
Total for XCEL ENERGY				\$474.36	
57578	03/04/2025	ZIEGLER INC.			
IN001780325					
	101-3100-42400	SMALL TOOLS/MIN		\$304.35	SMALL TOOLS/MINOR EQUIPMENT
Total for ZIEGLER INC.				\$304.35	

City of Wyoming Check Detail Register

8/8
February 25, 2025 11:37 AM
User: ssaxe
DR: Wyoming

03-04-2025

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

General Checking Account 10100
Total Amount Being Paid: \$97,811.25
Total Number of Checks: 49

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

City of Wyoming

Check Detail Register

1/2
February 21, 2025 12:09 PM
User: ssaxe
DR: Wyoming

02-21-2025

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
57525	02/21/2025	DVS			
5KKHBPDV7SPVX7242					
	401-3100-45000	CAPITAL OUTLAY		\$10,289.88	CAPITAL OUTLAY
Total for DVS				\$10,289.88	
57526	02/21/2025	DVS			
2025 47X SALES TAX					
	401-3100-45000	CAPITAL OUTLAY		\$49.00	CAPITAL OUTLAY
Total for DVS				\$49.00	

City of Wyoming Check Detail Register

2/2
February 21, 2025 12:09 PM
User: ssaxe
DR: Wyoming

02-21-2025

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

General Checking Account 10100

Total Amount Being Paid: \$10,338.88

Total Number of Checks: 2

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

City of Wyoming Check Detail Register

1/2
February 25, 2025 10:13 AM
User: ssaxe
DR: Wyoming

02-24-2025

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #	Amount	Comment	
57529	02/24/2025	BCA/TRAINING DEVELOPMENT		
02242025				
	101-2110-42100	OPERATING SUPPL	\$64.00	OPERATING SUPPLIES
Total for BCA/TRAINING DEVELOPMENT			\$64.00	

City of Wyoming Check Detail Register

2/2
February 25, 2025 10:13 AM
User: ssaxe
DR: Wyoming

02-24-2025

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

General Checking Account 10100

Total Amount Being Paid: \$64.00

Total Number of Checks: 1

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

For Check Dates 02/25/2025 to 02/25/2025

Check Number Name			Check Date
Text Label	57527	PACIFIC LIFE INSURANCE	02/25/2025
Item Code	GL Number	Amount	
ROTH	101-0000-21712	273.81	
		273.81	
Text Label	57528	CENTRAL PENSION FUND,	02/25/2025
Item Code	GL Number	Amount	
CENT PENS FUND	101-0000-21716	720.00	
		720.00	
Text Label	EFT1222	MN STATE RETIREMENT	02/25/2025
Item Code	GL Number	Amount	
CITY HSCP CONT	101-0000-21706	0.00	
HCSP	101-0000-21710	0.00	
MND CP	101-0000-21712	700.00	
MND CPPRETAX	101-0000-21712	710.00	
		1,410.00	
Text Label	EFT1223	SELECTACCOUNT,	02/25/2025
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	2,508.84	
		2,508.84	
Text Label	EFT1224	P.E.R.A.,	02/25/2025
Item Code	GL Number	Amount	
CORD PERA	101-0000-21704	3,718.60	
DCP PERA	101-0000-21704	16.67	
DCP PERA MATCH	101-0000-21704	16.67	
PERA CITY MATCH	101-0000-21704	4,290.68	
PF PERA	101-0000-21704	4,997.25	
PF PERA CITY	101-0000-21704	7,495.84	
		20,535.71	
Text Label	EFT1225	INTERNAL REVENUE SERVICE,	02/25/2025
Item Code	GL Number	Amount	

For Check Dates 02/25/2025 to 02/25/2025

Check Number	Name	Check Date
FITW	101-0000-21701	9,607.37
SOCSEC_EE	101-0000-21703	4,103.32
MEDICARE_ER	101-0000-21703	1,548.64
SOCSEC_ER	101-0000-21703	4,103.32
MEDICARE_EE	101-0000-21703	1,548.64
		20,911.29

Text Label

EFT1226 STATE OF MINNESOTA,

02/25/2025

Item Code	GL Number	Amount
SITW	101-0000-21702	4,306.07
		4,306.07

Text Label

General Checking Account 10100
Total Amount Being Paid: \$50,665.72
Total Number of Checks: 7

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

RESOLUTION NO. 25-03-20

**A RESOLUTION ACCEPTING A DONATION TO THE CITY OF WYOMING FROM
SPLITROCKS FOR THE 2025 SPRING MEDALLION HUNT**

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

WHEREAS, The following persons have offered to donate a \$100.00 gift card to the 2025 Spring Medallion Hunt.

<u>Name of Donor</u>	<u>Amount</u>
Splitrocks	\$100.00

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

THEREFORE, BE IT RESOLVED, The City of Wyoming accepts the donation from Splitrocks and acknowledge the value of the donation at \$100.00

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 4TH DAY OF
MARCH, 2025**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator



Council Communication

Date: February 21, 2025

Presented to: Mayor Iverson and City Council Members

Presented by: Steve Reeves, Public Works Superintendent

Department: Public Works

Reference: 2025 Western Star 47X Tax, Title & Registration

Method: Consent Agenda

Background Information:

The Wyoming City Council approved the purchase of Western Star 47X chassis and upfitting with snow and ice control equipment. The truck is complete and we have taken delivery of the asset. This truck will plow snow and apply salt to city roadways as well as haul trailers and materials while also achieving the goals and tasks of the Wyoming Public Works Department.

To get the truck licensed & registered we need to pay the Minnesota Department of Vehicle Services \$10,338.88.

Recommendation: To approve payment to Minnesota Department of Vehicle Services for the registration of asset #22902 2025 Western Star 47X in the amount of \$10,338.88

Respectfully Submitted,
Steve Reeves
Public Works Superintendent

PUBLIC WORKS

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

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

RESOLUTION NO. 25-03-21

**A RESOLUTION TO AUTHORIZE PAYMENT FOR TITLE, TAX, AND
REGISTRATION OF THE 2025 WESTERN STAR 47X CHASSIS FROM THE
MINNESOTA DEPARTMENT OF VEHICLE SERVICES IN THE AMOUNT OF
\$10,338.88**

WHEREAS, the City Council approved the purchase and payment for a Western Star 47X plow truck for the Public Works Department in 2024; and,

WHEREAS, the Western Star has been delivered to the Public Works Department; and,

WHEREAS, the Western Star requires payment for the title, tax, and registration prior to being put into use; and,

WHEREAS, the fee to complete this process through the Minnesota Department of Vehicle Services is \$10,338.88.

THEREFORE, BE IT RESOLVED, the City of Wyoming authorizes payment for the title, tax, and registration of the Western Star 47X chassis to the Minnesota Department of Vehicle Services in the amount of \$10,338.88.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 4TH DAY
OF MARCH, 2025.**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



Council Communication

Date: February 22, 2025

Presented to: Mayor Iverson and City Council Members

Presented by: Steve Reeves, Public Works Superintendent

Department: Public Works

Reference: Repairs to 2000 International Vac Con truck #62927

Method: Consent Agenda

Background Information:

Our Vac Con truck had a front tire blow while coming back from the CLJSC dump site after cleaning lift stations on November 7, 2024. This caused the truck to veer off the road and dug into the ground, subsequently damaging the hood and fuel tank. Fortunately, no one was injured.

The truck was brought to Blaine Brothers in Columbus, MN for repairs as this asset is important for our sanitary sewer, storm sewer, and water divisions. The hood, fuel tank, one wheel, and numerous other necessary parts were repaired and replaced. This repair was needed immediately because it is our defense in the event of a lift-station pump failure. The truck has the ability to pump down lift stations when the power goes out or a pump fails and it can also remedy potential sewer back-ups for residents.

We worked with the League of Minnesota Cities Insurance every step of the way on this incident. The repairs are covered under our policy; therefore, we will be reimbursed less our deductible of \$1,000.00.

Recommendation: To approve payment to Blaine Brothers for Vac Con truck repairs in the amount of \$29,574.69.

PUBLIC WORKS

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

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

RESOLUTION NO. 25-03-22

**A RESOLUTION TO APPROVE PAYMENT FOR VAC CON TRUCK REPAIRS
FROM BLAINE BROTHERS IN THE AMOUNT OF \$29,574.69**

WHEREAS, the Wyoming Public Works Department utilizes a Vac Con truck for its sanitary sewer, storm sewer, and water divisions; and,

WHEREAS, the Vac Con truck was damaged after a tire blew while driving on the road; and,

WHEREAS, the Vac Con truck is an essential piece of equipment that required immediate repair to ensure the City remains prepared for any potential lift station failures; and,

WHEREAS, Blaine Brothers was able to prepare the Vac Con truck for \$29,574.69; and,

WHEREAS, the League of Minnesota Cities Insurance will be reimbursing the City for this payment less our deductible of \$1,000.00.

THEREFORE, BE IT RESOLVED, the City of Wyoming approves payment for Vac Con truck repairs to Blaine Brothers in the amount of \$29,574.69.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 4TH DAY
OF MARCH, 2025.**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



Date: February 21, 2025

Presented to: Mayor Iverson and City Council Members

Presented by: Steve Reeves, Public Works Superintendent

Department: Public Works

Reference: Advertising for Seasonal Employees

Method: Consent

Background Information:

Summer maintenance activities will soon be upon us and the Public Works Department is seeking to advertise for two seasonal employees to assist with these duties. The Public Works Department included these two positions in their budget for 2025. These seasonal employees are normally expected to work from May until August, assisting the Full Time Maintenance Crew in all areas of the department. Some of their responsibilities will include support with jetting and the valve exercising program, catch basin cleaning, park maintenance, asphalt patching, and other duties as assigned.

Recommendation:

Staff recommends advertising for two seasonal employees at \$16.00-\$18.00 per hour depending on experience.

PUBLIC WORKS

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

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

February 18, 2025

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

Re: Acceptance of Halberg Multi-Tenant Improvements
WSB Project No. 019109-000

Dear Mr. Linwood:

Hallberg Inc. has satisfactorily completed the development improvements as outlined in the Development Agreement dated March 31, 2022. Staff is recommending the acceptance of the improvements. Through 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. Specifically, the sanitary sewer and watermain that extend north from 273rd Street are public improvements. As required in the Development Agreement, the developer is responsible for warranting 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: Austin Hallberg, Hallberg Inc.

RESOLUTION 25-03-23

**A RESOLUTION ACCEPTING THE WORK AND
APPROVING RELEASE OF ESCROW FOR THE HALLBERG MULTI-TENANT
DEVELOPMENT**

WHEREAS, pursuant to a written Development Agreement between the City of Wyoming and Hallberg Inc. (Developer) has satisfactorily completed the development improvements as outlined in the Development Agreement dated March 31, 2022 in accordance with the plans and specifications. The developer is responsible for warranting 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, the work completed under said agreements is hereby accepted and approved.

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

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 4TH DAY OF MARCH, 2025.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk

RESOLUTION NO. 25-03-24

A RESOLUTION ACCEPTING A DONATION TO THE CITY OF WYOMING FROM ST. CROIX VALLEY INSURANCE FOR THE RAILROAD PARK DEVELOPMENT PROJECT

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

WHEREAS, The following persons have offered to donate \$500.00 to the Railroad Park Development Project

<u>Name of Donor</u>	<u>Amount</u>
St. Croix Valley Insurance	\$500.00

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

THEREFORE, BE IT RESOLVED, The City of Wyoming accepts the donation from St. Croix Valley Insurance and acknowledge the value of the donation at \$500.00

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 4TH DAY OF MARCH, 2025.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator



Date: February 27, 2025

Presented to: Mayor Iverson and City Council Members

Presented by: Grant MacFarlane, Assistant City Administrator

Department: Administration

Reference: Temporary Consumption and Display Permit

Background Information:

The City of Wyoming has received the necessary paperwork from the Wildlife Science Center, a local non-profit organization, for the issuance of a Temporary 1-Day Consumption and Display Permit for April 4, 2025. This license will be for an event at Splitrocks (5063 273rd St., Wyoming, MN 55092) which the Wildlife Science Center will be participating in. The applicant has completed all of the necessary steps that are required for the application, including completing a background check through the Wyoming Police Department.

Recommendation:

To approve the application for a Temporary 1-Day Consumption and Display Permit from the Wildlife Science Center for April 4, 2025 located at Splitrocks.



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
TEMPORARY CONSUMPTION AND DISPLAY PERMIT**

(City or county may not issue more than 10 permits in any one year)

Name of organization	Date organized	Tax exempt number	
Organization Address	City	State	Zip Code
Name of person making application	Business phone	Home phone	
Date(s) of event	Type of organization		
	☐ Club ☐ Charitable ☐ Religious ☐ Other non-profit		
Organization officer's name	City	State	Zip

Location where permit will be used. If an outdoor area, describe.

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County Email Address
	City or County phone number

Please Print Name of City Clerk or County Official

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



February 25, 2025

Re: Public Safety Activity Report – March 4, 2025, City Council Meeting

Police Update

WYPMAC

On 02/24/2025, Officer Fraser and I met with our Wyoming Police Multicultural Advisory Committee. We reviewed our last annual report and got feedback for the 2024 annual report. We also had a high-level discussion about the limited role of local law enforcement related to immigration enforcement. It is important for local law enforcement to maintain trust within immigrant communities, to encourage reporting of crimes.

Fire Update

Staffing Update

Applications are starting to come in for the EMS Responder position. We also are looking to backfill the vacant Captain position within the fire department.

Performance Measures

Initial data from January 2025 is being applied to the performance measures. Once the information is in a clear format for distribution, it will be provided in the council packets.

Upcoming Community Outreach Events

5/17/2024	Bike Rodeo – Wyoming Elementary
Spring 2025	Wyoming Police Multicultural Advisory Committee Event
August 5, 2025	Night to Unite – Swenson Park

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



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

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



February 27, 2025
Honorable Mayor and City Council
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

RE: MARCH 4, 2025 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 #1

The final inspections for Phase 1 have been approved. Phase 2 consists of minor work in the control room. Framing, plumbing, and HVAC rough-ins have been approved. The permit to remodel the CT scanner room has been issued.

Fairview Hospital #3

Waiting on responses to plan review comments. A permit application to enlarge a room to replace an existing boiler with a larger one has been submitted for review.

Planning Commission

The Planning Commission held a public hearing to consider an interim conditional use permit for a massage therapy home occupation. This is a separate agenda item.

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

February 26, 2025

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

Delivered via Email

Re: *City of Wyoming*
Status Update for the Period of – February 12th – 26th

Dear Robb:

Our office continues 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. We are currently working with City Staff to evaluate municipal cannabis operations meeting with various stakeholders and analyzing the law and rules issued by the Office of Cannabis Management.

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

Very Truly Yours,

s/ Thomas R. Loonan

Thomas R. Loonan
City Attorney



Engineer's Report

.....
February 26, 2025

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

Re: March 4, 2025, 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.

2025 Street Improvement Project

City Council authorized the preparation of the feasibility study for the 2025 Street Improvement Project. This project is a mill and overlay project for the Hawk Meadows area. Staff will begin some of the preliminary work associated with the feasibility study. Survey and roadway cores have been completed already.

Staff will finalize the street ratings, 5-year CIP, and update the assessment policy at a March work session and prior to the acceptance of the feasibility study where we will set the public hearing.

2024 Street Improvement Project

Staff have talked with the prime contractor about the 2025 schedule and corrective work needed with the 2024 portion of the project. Work is expected to begin in the spring of 2025 on both the 2nd phase of the project and completing the work on the 1st phase of the project.

Katies Glen

Staff have just received the necessary documentation to reduce the letter of credit. Staff will review and determine the appropriate amount to reduce and communicate that with the issuer. The sanitary sewer, watermain, storm sewer, and retaining walls and the first layer of asphalt has been placed. As-built grading plans have been reviewed, and a number of modifications are needed. The developer's engineer is working with the contractor on these necessary grading modifications to be in compliance with approved plans. The majority of this re-grading has been

completed with the remaining to be completed with final grading of a lot currently being addressed with a home currently under construction. A punch has been created for the project. Staff will need to retest one segment of sanitary sewer in the spring as it did not pass the first test, and the second attempt utilized the wrong size mandrel.

Diamond Ridge Development

The developer is no longer involved with the project and the issuer of the letter of credit is now required to finalize the development. We expect to bring this development to Council for acceptance of the public improvements once remaining punch list items are taken care of. We have also requested the as-builts for the project as required. We have not received a response from an email highlighting all of the remaining requirements. We hope to have this project accepted by the City Council in the spring of 2025.

Bingham Property – Hallberg Project (Multi-Tennent)

This project will be brought to the City Council for acceptance of the public infrastructure at the March 4th City Council meeting.

Sunrise Riverbank Development (residential and commercial)

No New update:

Staff meet with the development team to review current plans for the development of this site. The wetland bank portion of the site is progressing slowly. They have changed engineering companies. The residential portion of the development appears to have more momentum, and we encouraged the developers to prepare a concept for the commercial portion of the site that is supported by the City, County, and State. This will help them work with potential buyers on what actually may be approved. This has been a recurring item that we have discussed with them.

Chisago County is currently working with MNDOT and a consultant on revised preliminary design options for the East Viking Corridor.

Heims Lake Villas North

No New Update:

The contractor has completed paving the final lift of pavement. Punch list items have been completed. The project is nearing the point of project acceptance by City Council. CLFLWD has authorized the security to be released. We need as-builts submitted and warranty information provided to the City prior to acceptance.

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 been made.

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 this does not impede the timing of this next phase. Lift station design is currently underway as requested by the developer.

Hallberg Storage

No new Update:

The final punch list has been completed. We are waiting to receive the as-built. Once we have it, we can accept the improvements and return the escrow balance.

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



February 27, 2025

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

RE: March 4, 2025 City Council Meeting

Public Works Department Activity

- Responded to snow & ice event on February 14. We cleared 271 miles, utilized 108 gallons of fuel and 19.6 tons of salt
- Clean up of wells, water towers, lift stations, trails and park parking lots on Sunday Feb 16th
- Assisted Building Department with vehicle issues
- Performing maintenance work at the library including painting, repairs to wall surfaces and replacement of ceiling tiles.

Streets:

Ongoing maintenance to plow equipment and dump trucks including unloading after snow events, washing of equipment and greasing.

Utilities:

The crew completed utility locates in the city. Meter installs as they come through. As spring approaches, we are noticing more locate requests for the HWY 8 project.

- **Sanitary Sewer**

Staff continue to do rounds checking lift stations. Lift station cleaning is underway

- **Water:**

Continuing water testing and monitoring the city's water distribution system. On Call Operator worked with a resident/consumer who had a frozen service line and determined the curb stop was operational. As the weather warmed the line thawed, and their water service was restored.

PUBLIC WORKS

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

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

Surface/Storm Water:

Street sweeper has been picked up for annual maintenance and awaiting pickup. We are utilizing a new vendor for this work. McPhillips Sweeping provides mobile service of mechanical sweepers as well as hands on training for our operators and is recognized as a good sweeping contractor by municipalities and companies alike.

Parks:

Swenson Park ice rink is closed for use due to inclement weather. Assistant Superintendent Lopez monitors conditions and determines when and if we need to close. We have seen quite the range of temps since the February 18th meeting which has gone from the rink being open to closed due to dangerous wind chills and now closed because of lack of ice. Trash pick up as needed. Barks & Rec Dog Park is closed for the season and will reopen weather dependent in the spring.

Fleet:

22902 our new tandem axel Western Star 47X plow truck is licensed, registered, insured, branded and awaiting cutting edges. Regular maintenance of vehicles is ongoing.

Respectfully submitted,
Steve Reeves
Public Works Superintendent



Request for Council Action

Date: February 25, 2025

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Lakes Center for Youth and Families (LC4YF)

Method: New Business

Background Information:

The City of Wyoming and Lakes Center for Youth and Families (LC4YF) have had a continued relationship and contract to provide services and partner with the Wyoming Police Department.

The mission of Lakes Center for Youth & Families is to Guide Successful Futures. They believe success is possible when families are involved and supportive of the youth in their life, relationships are strong, and communities are caring. LC4YF believes when you add all those elements together, harmony is restored among families, and youth have the skills and opportunities to reach their full potential. Today, their non-profit has expanded and supports various communities across Minnesota, including the Forest Lake School District in Washington and Anoka counties, as well as all of Chisago County.

Lakes Center for Youth & Families (LC4YF) Intervention Program works in partnership with parents, schools, and the justice system to develop healthy, positive decision-making skills and interrupt harmful behavior patterns. Their staff helps youth who are involved in higher-risk behavior understand that they are responsible for the outcomes of their decisions and empower them to make better choices.

By using programs designed to reduce problem behaviors, their intervention programs help individuals gain vital development skills that lead to healthier relationships, better decision making, and a deeper connectedness with family and community. They believe the advice, guidance, and involvement of parents and guardians is essential for a youth's success in life. Through parent/guardian involvement in this program, positive values are reinforced and integrated into daily life.

Public Safety Director Bauer is on the board of directors for the Lakes center for youth and family and can discuss their programs and services. Linda Madsen, Ph.D. the Executive Director of the Lakes Center for Youth and Families will be attending the meeting and will provide a brief presentation about the services and will be able to answer any questions from the council. In 2024, the City contracted with LC4YF to provide such services to its residents and to act as a sponsor of LC4YF by providing financial support, a method to establish appropriate services to be provided and policy guidance for its activities. For 2025, staff is recommending an amount of \$3,500 for the services provided by LC4YF.

Recommendation: To approve an agreement between the City of Wyoming and Lakes Center for Youth and Families for 2025 and designate an amount of funding for its services.



lakes center
FOR YOUTH & FAMILIES



2024

ANNUAL REPORT

COUNSELING

INTERVENTION

ENRICHMENT



**"THE YEAR AHEAD
IS BRIGHT!"**

Lakes Center for Youth and Families, located in Forest Lake, Minnesota, has a rich history of serving its community's youth, adults, and families with a comprehensive range of programs and services. Established in 1976, the center was founded in response to the vision of Forest Lake Police Chief, Jim Trudeau, and other leaders, who recognized the need for a proactive intervention program to divert young people and first-time offenders away from the traditional court system. At Lakes Center for Youth and Families, we are committed to empowering youth and supporting families through programs that promote personal growth, resilience, and well-being.

FROM OUR CHAIR

WELCOME

ON BEHALF of Lakes Center for Youth and Families Board of Directors, welcome to our 2024 Annual Report.

Reflecting on this past year, we recognize the importance of the exceptional work our organization performs in the community, the valuable skills provided for area youth in our schools, and the dedicated support we have from our donors who believe in our mission and contribute to our success. Lakes Center is committed to providing Counseling, Intervention, and Enrichment programs which aligns directly with our new mission: **Serve. Connect. Engage.**

Throughout the year we have overcome obstacles through our continuous efforts to demonstrate agility and mindfulness with innovative approaches, community collaboration, and organizational adaptability. We continue to enhance our programs by increasing availability in schools, building impactful partnerships, and focusing on the greatest needs of youth and families in our communities.

This report provides comprehensive insights into our financial performance, strategic initiatives, and impact stories that highlight the tangible and meaningful difference we are making in the lives of those we serve. We support our communities and empower individuals, which is reflected on each page of this year's report.

The year ahead is bright. We have our new mission, we have a strong and committed board, we live in and care about our communities, and we strive to demonstrate through our success the increasing need for continued support and partnerships from individuals, businesses, and local government that make up our valued communities.

Thank you for all the support and the belief in our mission. We, the Lakes Center for Youth and Families, are deeply grateful for the dedication and commitment of all of our donors; we could not do our work without you.

Renee Ann Wagner

Lakes Center for Youth & Families - Board Chair
Retired Xcel Energy Executive



92% OF LAKES CENTER CLIENTS RANGE IN AGES FROM 3-20.

SERVING OUR COMMUNITIES | East Bethel | Forest Lake | Ham Lake | Hugo | Lino Lakes | Linwood | Marine | May | Scandia



LAKES CENTER FOR YOUTH & FAMILIES

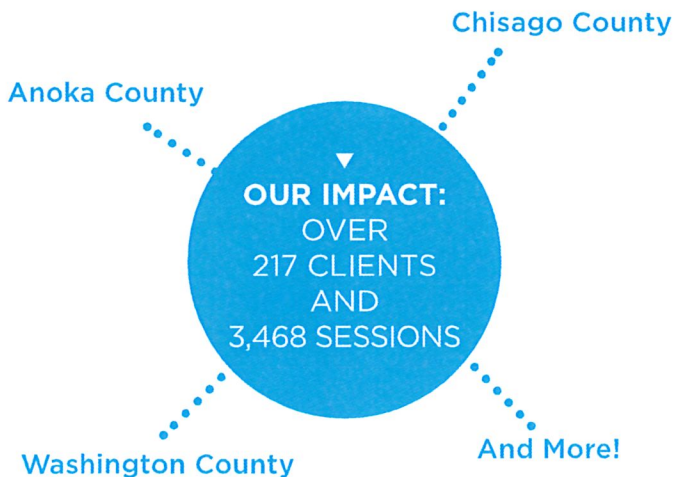
COUNSELING

PROGRAM

We use a collaborative client-centered approach that's designed to meet each client where they are at. Our office provides an inviting comfortable environment, and our therapists use creative strategies and evidence-based approaches to best serve our clients. We provide therapy to people of all ages, striving to equip people with the skills to heal traumas, manage symptoms, reduce stress, and improve their overall quality of life.

Our services include individualized treatment for mental, emotional, physical, and behavioral concerns; addressing symptoms of depression, anxiety, mood disorders, personality disorders, trauma/PTSD, grief and loss, addiction, attachment difficulties, family conflict, and parenting.

INDIVIDUAL THERAPY FAMILY THERAPY GROUP THERAPY COUPLES THERAPY SCHOOL-BASED MENTAL HEALTH EMDR



“I started Therapy! I was nervous, but I actually think I am getting something out of it.”

—Youth Counseling Client

SLIDING SCALE FEE IMPACT:

CLIENTS SERVED: 33
TOTAL SESSIONS: 303
TOTAL DOLLARS: \$31,652.93

| Stacy | Wyoming | Chisago City | Lindstrom | Taylors Falls | Shafer | Rush City | Harris | Center City | North Branch | Columbus + More!

LAKES CENTER FOR YOUTH & FAMILIES

INTERVENTION

PROGRAM



Our Intervention Program works in partnership with parents, schools, and the justice system to develop healthy, positive decision-making skills and interrupt harmful behavior patterns.

Our staff helps youth who are involved in higher-risk behavior understand that they are responsible for the outcomes of their decisions and empower them to make better choices. By using programs designed to reduce problem behaviors,

our intervention programs help individuals gain vital development skills that lead to healthier relationships, better decision making, and a deeper connectedness with family and community.

We believe the advice, guidance, and involvement of parents and guardians is essential for a youth's success in life. Through parent/guardian involvement in this program, positive values are reinforced and integrated into daily life.

▼
OUR IMPACT:
OVER
185 CLIENTS
AND
258 SESSIONS

PLUS

[OVER 400 STUDENTS AT LINWOOD ELEMENTARY
WHERE WE PROVIDED A VARIETY OF INDIVIDUAL,
SMALL GROUP, AND CLASSROOM PROGRAMS.]

PROGRAMS: GENERAL ASSESSMENT | TEEN INTERVENE | 12 & UNDER | CHEMICAL AWARENESS CLASS
NICOTINE CLASS | CHOICE & CONSEQUENCE CLASS | INDEPTH | TRUANCY PARENTING CLASS | IN-SCHOOL PREVENTION



LAKES CENTER FOR YOUTH & FAMILIES

ENRICHMENT

PROGRAM

Preparing youth for their future through out-of-school time programs will be the foundation for your child's success through Lake Center's Enrichment programs. Our team hosts multiple types of programs throughout the year.

Programs we offer include **YOUTH FIRST**, developed for kids grades 4-6 in Chisago County, offered through the 2023-2024 school year. Other Enrichment activities were assisting STEP students with socializing, decision-making, and problem-solving skills through group activities, assembling furniture for our office, and crafts. .

At our **FOREST LAKE AREA SAFETY CAMP**, children entering 3-5th grade have the opportunity to experience and learn about a variety of safety issues. From first aid, EMS, bike safety with the FLPD, and special presenters, this is a fun and exciting way for children to practice safety.

YOUTH FIRST
PARTICIPANTS CLAIM

66%

IMPROVED DECISION-MAKING, REFUSAL,
OR CONFLICT RESOLUTION SKILLS AFTER
PARTICIPATING IN YOUTH FIRST



"I have been a really good friend because she
(Lakes Center Staff) taught me that."

—Youth Enrichment Client

OUR IMPACT:
OVER
120 CLIENTS AND
596 SESSIONS

SCHOOLCHILDREN

FINANCIAL SUMMARY

CALCULATE



lakes center
FOR YOUTH & FAMILIES

Lakes Center for Youth & Families is committed to strong fiscal health and transparency. The financial summary below is unaudited at the time of publishing this report. The financial audit conducted by Harrington Langer & Associates will be available online at www.lc4yf.org when it is completed.

BALANCE SHEET

YEAR ENDING DECEMBER 31, 2024

Assets

Current Assets	\$531,446.94
Fixed Assets	\$3789.14
Total Assets	\$535,236.08

Liabilities & Equity

Current Liabilities	\$29,404.94
Equity	\$505,831.14
Total Liabilities & SE	\$535,236.08

STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDING DECEMBER 31, 2024

Total Expenses by Function

Counseling	\$582,025.74
Enrichment	\$80,315.70
Intervention	\$231,036.50
Total Program Services	\$893,377.94

General and Administrative	\$64,376.26
Fundraising and Development	\$81,443.89
Total General and Administrative, Fundraising and Development	\$145,820.15

Total Expenses	\$1,039,198.09
-----------------------	-----------------------

The mission of

Lakes Center for

Youth & Families

is to

Serve. Connect. Engage.

BOARD OF DIRECTORS (as of December 31, 2024)

EXECUTIVE COMMITTEE

Chair - **Renee Wagner**, Retired Xcel Energy Executive
 Chair-elect - **Neil Bauer**, Wyoming Public Safety Director, Police Chief
 Treasurer - **Jim Gillach**, Chisago Lakes Middle School, Associate
 Secretary - **Keriann Hallberg**, Community Member
 Immediate Past Chair - **Rick Peterson**, Forest Lake Police Department, Chief of Police

BOARD MEMBERS

Erica Bjerketvedt, North Branch Area Public Schools, Director of Early Learning & Community Education
Laurie Chelgren, Wyoming Elementary, Principal
Wardell Haywood, Realtor and Ambassador of Diversity, Equity, and Inclusion at Keller Williams, Premier Realty & Firefighter, City of Lindstrom
Kellie Larson, LC4YF Gambling Manager Elect
Katie Malchow, Chisago County Outreach and Initiative Coordinator
Steve Massey, Superintendent, Forest Lake Area Schools

2024 LAKES CENTER GENDER DATA

48% MALE
50% FEMALE
1% TRANSGENDER
1% NON-BINARY

INCOME STATEMENT

YEAR ENDING DECEMBER 31, 2024

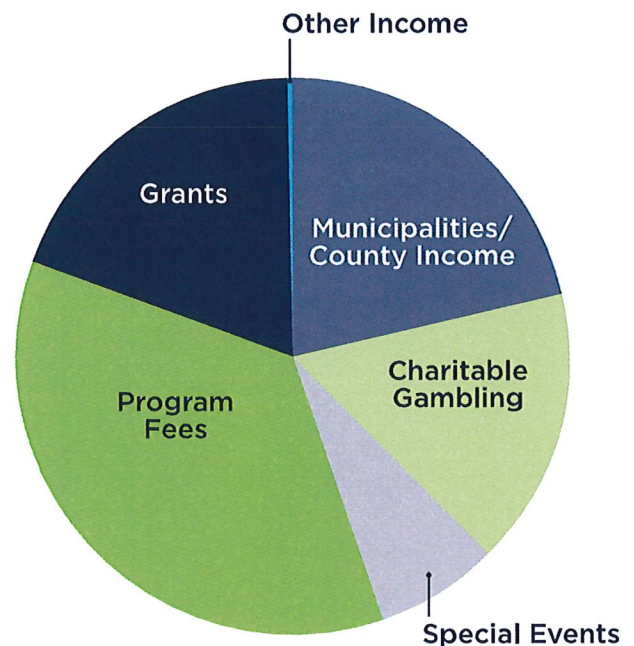
Income

Grants	\$218,356.47
Charitable Gambling	\$155,000.00
Special Events	\$74,098.10
Program Fees	\$356,967.89
Municipalities/County Income	\$192,715.80
Donations	\$28,082.96
Other Income	\$9.01

Total Income **\$1,025,230.23**

Total Expenses **\$1,039,198.09**

Net Loss **\$(13,967.86)**



Gretchen Mattson, Principal, Forest Lake Area Schools
 Kelly (Trudeau) Novak, Founder/President, Perspective Communications
 Jennifer Richert, Dean of Community, Lakes International Language Academy
 Jim Schoppenhorst, Retired Business Executive
 Angelique Sloan, Gambling Manager for LC4YF
 Dan Starry, Washington County Sheriff
 Brandon Thyen, Chisago County Sheriff
 LeeAnn Weigt, Vice-President, Olson's Sewer Service, Inc. and Olson's Excavating Service

HONORARY MEMBERS

Mike Aschenbrenner, Chief of Police, Retired
 Joe Kryschyshen, Retired Probation Officer, Washington County
 Kathy Lillis, Self-Employed Realtor, LC4YF Gambling Specialist
 Fran Miron, Washington County Commissioner

2024 KEY EMPLOYEES (as of 12/31/2024)

Jamie Prettner
 Rebecca Bowers
 Kassandra Gustafson
 Abbey Hinze
 Christa Lachell
 Kellie Larson
 Linda M. Madsen
 Carrie Niles
 Linda Pasicznyk
 Sara Stromberg
 Ashley Taylor
 Jenny Valkos

THANK YOU.

Lakes Center for Youth & Families is grateful to our donors and generous support of our communities.

\$10,000+

Individual

Oscar & Val Carlson
Jim & Nancy Schoppenhorst

Business | Organizations | Civic Groups

Anoka County Children & Family Council
Chisago County
Chisago Lakes Grill
City of Forest Lake
City of Hugo
Hallberg Family Foundation
MN Department of Public Safety's Office of Justice Programs
Running Aces Casino, Hotel, & Racetrack
Washington County

Grants | Contracts | Partnerships

Hardenbergh Foundation
Otto Bremer Trust
St. Croix Valley Foundation

\$5,000-\$9,999

Individual

Doug and Stephanie Stolt

Business | Organizations | Civic Groups

Morgan Stanley
Olson's Sewer Service, Inc. and Olson's Excavating Service
Xcel Energy Foundation

Grants | Contracts | Partnerships

City of Scandia
Hunter Houle Memorial Foundation
Initiative Foundation
Lidstad Family Fund

\$1,000-\$4,999

Individual

Kevin and Jeanie Callahan
Gerald Helget
Jerry and Connie Hendrickson
Richard and Colleen Peterson
Janet Reiter
Carol Trudeau
Jeff and Renee Wagner

Business | Organizations | Civic Groups

Chelsea Erickson - LaBelle Real Estate Group (G8 Real Estate)
Empire Insurance Group, Inc.
Fidelity
Forest Lake Masonic Lodge #344
HealthUp
Lions Club of Forest Lake
M Health Fairview Lakes Medical Center
Minnesota Masonic Charities
Wealth Management Midwest, LLC
Wyoming United Methodist Church

Grants | Contracts | Partnerships

City of Chisago
City of Lindstrom
City of Wyoming
General Mills
May Township
Midco Foundation
Walmart (Forest Lake)

\$500-\$999

Individual

Michael and Mary Aschenbrener
Forest Lake Basketball - 6th Grade Boys Maroon
Nancy Hawkinson
Tim Klinkhammer and Linda Madsen
Mary Larsen
Marc & Kari Newell
Jody Prettner
Steven and Patricia Saunders
Lucille Schwartz - Dave Schwartz Memorial
Sara Stromberg
Sarah Thompson
Dale and LeeAnn Weigt

Business | Organizations | Civic Groups

A1A Auto Service Inc
Allegra Marketing Print Mail
Bell Bank
Fearless Tattoo Removal
First State Bank of Wyoming
G & D Peterson Foundation
Key's Cafe
Lakes Gas
Maija Photography
MidWestOne Bank
Plastic Products Co., Inc.

Grants | Contracts | Partnerships

Linwood Township

LC4YF appreciates everyone's financial support and in-kind contributions. For a full list of LC4YF Donations and Supporters, please see our website. Every effort has been made to ensure the accuracy of this list. If we have made an error, please contact us at 651-464-3685.



lakes center PO BOX 970 | FOREST LAKE, MN 55025
FOR YOUTH & FAMILIES (651) 464-3685 | LC4YF.ORG

SCAN HERE
TO DONATE





Participation and Demographic Summary Enrichment, Intervention and Counseling 2024

2024 Counseling Data

Client Count	Session Count
217	3,468

Age	
0-5	2
6-10	52
11-15	86
16-18	22
19-29	16
30-39	14
40-49	17
50-59	4
60-69	3
70+	1

Race and Ethnicity	
American Indian or Alaskan Native	0
Asian / Pacific Islander	2
Black or African American	7
Multiracial	10
White or Caucasian	180
North African / Middle Eastern	0
Hispanic or Latino	9
Unknown / Opted to Not Disclose	9

Gender	
Male	82
Female	131
Transgender	2
Non-Binary	2
Opted to Not Disclose	0

City	
Anoka	1
Big Lake	1
Burnsville	1
Cedar	1
Center City	1
Chisago City	2
Circle Pines	1
Columbus	1
Coon Rapids	2
East Bethel	4
Forest Lake	78
Ham Lake	2
Hugo	1
Isle	1
Lindstrom	6
Lino Lakes	4
Linwood	1
Maplewood	1
Marine on St. Croix	1
Minneapolis	1
Mora	1
Mounds View	2
North Branch	7
North Oaks	1
Rush City	4
Scandia	11

Shafer	2
Shoreview	1
Stacy	29
Wyoming	48

County	
Anoka	48
Chisago	71
Dakota	1
Hennepin	1
Kanabec	1
Mille Lacs	1
Ramsey	5
Sherburne	1
Washington	88

2024 Counseling Sliding Scale Data

Client Count	Session Count
33	303

Total Dollar Amount	\$ 31,652.93
----------------------------	-----------------

Age	
0-5	0
6-10	8
11-15	12
16-18	1
19-29	6
30-39	3
40+	3

Race and Ethnicity	
American Indian or Alaskan Native	0
Asian / Pacific Islander	0
Black or African American	1
Multiracial	3
White or Caucasian	27
North African / Middle Eastern	0
Hispanic or Latino	0
Unknown / Opted to Not Disclose	2

Gender

Male	10
Female	23
Transgender	0
Non-Binary	0
Opted to Not Disclose	0

City	
Big Lake	1
Center City	1
Forest Lake	13
Lindstrom	1
Maplewood	1
Minneapolis	1
Mora	1
North Branch	3
Shoreview	1
Stacy	6
Wyoming	4

County	
Anoka	4
Chisago	12
Hennepin	1
Kanabec	1
Ramsey	2
Sherburne	1
Washington	12



2024 Intervention Data

Client Count	Session Count
189	258

Referral Source	
Chisago County	88
Washington County	51
Forest Lake Police Department	36
Family	1
North Branch High School	13

Age	
10-12	9
13-15	100
16-18	78
18+	2

Race and Ethnicity	
American Indian or Alaskan Native	3
Asian / Pacific Islander	3
Black or African American	2
Multiracial	9
White or Caucasian	129
North African / Middle Eastern	0
Hispanic or Latino	12
Unknown / Opted to Not Disclose	31

Gender	
Male	122
Female	63
Transgender	1
Cisgender	1
Opted to Not Disclose	2

City	
Bethel	1
Carver	1
Center City	4
Chisago City	12
Columbus	3
Coon Rapids	1
East Bethel	3
Forest Lake	48
Harris	4
Hugo	6
Isanti	1
Lindstrom	19
Lino Lakes	1
North Branch	32
North St. Paul	1
Rush City	7
Scandia	3
Shafer	4
St. Michael	1
St. Paul	4
Stacy	10
Taylor's Falls	3
West St. Paul	1
White Bear Lake	3

Wyoming	16
---------	----

County	
Anoka County	16
Chisago County	107
Isanti County	3
Ramsey County	7
Washington County	56

2024 Intervention Sliding Scale Data

Client Count	Session Count
9	11

Total Dollar Amount	\$ 586.25
---------------------	--------------

Age	
11-14	5
15-18	4

Race and Ethnicity

American Indian or Alaskan Native	1
Asian / Pacific Islander	0
Black or African American	1
Multiracial	2
White or Caucasian	4
North African / Middle Eastern	0
Hispanic or Latino	1
Unknown / Opted to Not Disclose	0

Gender	
Male	6
Female	3
Transgender	0
Non-Binary	0
Opted to Not Disclose	0

City	
East Bethel	1
Forest Lake	5
Rush City	1
Shafer	1
Scandia	1

County	
Anoka	1
Chisago	2
Washington	6

2024 Enrichment/Prevention Data @ Linwood Elementary

Client Count
403

Age
9 and under 270
10-12 133

Race and Ethnicity
American Indian or Alaskan Native 0
Asian / Pacific Islander 17
Black or African American 7
Multiracial 8
White or Caucasian 354
Hispanic or Latino 17
Unknown / Opted to Not Disclose 0

Gender
Male 202
Female 201
Transgender 0
Non-Binary 0

**City of Wyoming and
Lakes Center for Youth and Families
AGREEMENT**

1. PARTIES

This agreement is made and entered into by and between the City of Wyoming, Minnesota (“Municipality”) and Lakes Center for Youth and Families (LC4YF).

2. RECITALS

LC4YF is a non-profit social service agency.

The mission of LC4YF is to ensure the success of youth, adults and families through programming to meet the ever-changing needs of individuals, families and our community.

Through this Agreement the Municipality intends to contract with LC4YF in the amount of \$3,500 to provide such services to its residents and to act as a sponsor of LC4YF by providing financial support, a method to establish appropriate services to be provided, and policy guidance for its activities.

This Agreement shall be used as the formal agreement between LC4YF and each of the participating municipalities. This Agreement is intended to continue the spirit of cooperation and collaboration in the provision of social services between the Municipality and LC4YF.

3. TERMS AND CONDITIONS

In consideration of the mutual understandings of this Agreement, the parties hereby agree as follows:

- a. Prior Agreements Cancelled. By execution of this Agreement any prior agreements and amendments thereto between the parties are hereby cancelled.
- b. Services Provided. LC4YF shall provide the Municipality and its residents with youth and family programming upon request. This can include, but is not limited to, proposed changes in services and programs and a summary of the previous year’s services. Description of these services may include a presentation to the Municipality at a regularly scheduled meeting, an informal meeting with less than a quorum of the Municipality board or a conversation/meeting with a Municipality board member or Municipality administrator.
- c. Funding
 - I. In addition to the participating municipality’s share of the annual budget, funds for the operation of LC4YF will be raised by LC4YF endeavoring to secure user fees, grants and appropriations from private organizations, private individuals, the State of Minnesota,

Federal and County agencies, and other legal and appropriate sources.

- II. Amounts payable by the Municipality shall be paid to at a date mutually agreed upon by both parties, to cover the Municipality's share for that year.
- d. Further Obligations of LC4YF. In addition to the obligations set forth elsewhere in this Agreement, this Agreement is further contingent upon LC4YF doing the follows:
- I. LC4YF shall provide to the municipality, upon request, bylaws, IRS tax exempt status, annual report, audited financial statement, program specific summary of services and any other reasonable information request.
 - II. Purchasing a policy of liability insurance in the amount of at least \$1,500,000.00, naming the Municipality as an additional insured and providing a copy of the insurance certificate evidencing such policy to the Municipality;
 - III. LC4YF shall defend and indemnify the Municipality from any and all claims or causes of actions brought against the Municipality of any matter arising out of this Agreement or the services provided pursuant to this Agreement; and,
- e. Term. The term of this agreement will be through December 31, 2025. Unless either party gives at least 6 months written notice of its intent to cancel this Agreement effective December 31 of the year in which the notice is made, LC4YF will continue to provide services to the Municipality if a successor agreement has not been executed prior to the end of the term.
- f. Distribution of Assets Upon Dissolution. If LC4YF ceases to operate, the Board of Directors will follow the provisions stated in the bylaws.

IN WITNESS WHEREOF, the parties have executed this Agreement on this date set forth below.

MUNICIPALITY

City of Wyoming

By: _____
Elected Official

Its: _____
Clerk/Manager/Administrator

Dated: _____

LC4YF

Lakes Center for Youth and Families

By: _____
Jamie Prettnner, Executive Director

Its: _____

Dated: _____

**CITY OF WYOMING
PLANNING AND ZONING**

TO:	Planning Commission
MEETING DATE:	March 4, 2025
FROM:	Fred Weck, Zoning Administrator
RE:	ICUP Home Occupation
APPLICANT:	Anna van Oosterom
PROPERTY OWNER:	Anna van Oosterom & Robert McAdams
PROPERTY:	26338 Finley Avenue
	21.00306.00
FILE NO.:	I-25-001

OVERVIEW

Anna van Oosterom is requesting approval of an Interim Conditional Use Permit to allow a home occupation at 26338 Finley Avenue. The residential property has no accessory structures. The property is zoned R-3 and is surrounded by other R-3 lots. The site is approximately 0.8 acres, and the future land use is guided for High Density Residential Neighborhood, or the R-6 zoning district. The R-3 & R-6 districts allow home occupations that require additional parking and/or a noticeable increase in traffic if an Interim Conditional Use Permit has been granted.

The applicant and owner, Anna van Oosterom, seeks to use her home for a home-based massage business, *Healing Touch LLC*. The applicant has been a certified massage therapist since 2012. The applicant would like to run the small business that she had in the State of Wyoming before relocating to the City of Wyoming. There would be no alterations to the residence.

The business will be conducted by the applicant and no other employees. There will not be a sign associated with the business. The applicant noted that hazardous waste will not be created by the business.

STAFF REVIEW

General Comprehensive Plan and Zoning Review

The subject property is zoned R-3 – Single Family Residential District. The property is guided as High-Density Residential Neighborhood in the City of Wyoming’s Comprehensive Plan. The zoning and surrounding uses are as follows:

North – R-3; Single Family Residential District; High-Density Residential Neighborhood
South – R-3; Single Family Residential District; High-Density Residential Neighborhood
East – R-3; Single Family Residential District; High-Density Residential Neighborhood
West – R-3; Single Family Residential District; Single Family Residential Neighborhood

Existing Site

The 0.8-acre site contains one structure; a single-family residence approximately 3,050 square feet that fronts on Finley Avenue. A driveway runs east-west, connecting Finley Avenue to the front of the principal structure.

Permitted uses in the R-3; Single Family Residential District include provisions to allow single-family dwellings served by city sewer & water. Sections 40-202 & 40-204 allow a home occupation by interim conditional use permit that may “...*require additional parking, an accessory building, or an attached garage, or generate a noticeable increase in traffic, and which are in accordance with Article VII, Division 13.*”

The applicant will only have one client on the site at a time so off-street parking will be accommodated by the applicant’s driveway. The City Ordinance allows up to 3 spaces of off-street parking related to a home occupation. The applicant’s site plan indicates that off-street parking needs can be met by the driveway connecting to the accessory structure.

The City licenses massage therapists. Compliance with city standards for the granting of the license is a separate process. Granting of the massage license by the City Council, and maintaining it, will be a condition of approval for the home occupation.

HOME OCCUPATION STANDARDS

The following lists the 10 performance standards necessary to operate a home occupation in Wyoming. Staff believes the standards are met and has noted the business must continue to operate under these requirements. Conditions of approval have been modified to specially relate to the proposed business.

Division 13 Home Occupations, Sec. 40 – 543. Performance Standards.

All home occupations shall conform to the following standards:

- (1) Conduct of the home occupation does not require alterations to the exterior of the residence which substantially alters the appearance of the dwelling as a residence.
No alterations are proposed.
- (2) Only those persons residing in the home and one other person may be employed on the site or report to the site on any one day.
The owner of the property is the only employee.
- (3) Signage consists of no more than one (1) single or double-faced sign with a maximum area of nine (9) square feet per side in the R-1, R-2, R-3, R-4, R-5, R-6 and MXD (residential uses) Districts and sixteen (16) square feet per side in the Agricultural (A) District.
No signage is proposed.
- (4) No outdoor display of goods.
No goods will be stored outside.
- (5) Any additional need for parking generated by the home occupation shall be met by off-street parking. Said parking area shall be limited to three (3) spaces.
This standard is met.
- (6) Should the occupation be teaching, classes shall not exceed ten (10) students at any one time.
Not applicable.
- (7) Should the home occupation be repair, the items repaired shall be of a size or nature that repair can occur within the home, or an accessory structure to the principal use as allowed by this Ordinance.
Not applicable.

- (8) No outside storage is permitted.
No outside storage is proposed or anticipated.
- (9) An accessory structure may be utilized in conjunction with the home occupation only for the purpose of holding equipment used off the site, repair (as conditionally permitted pursuant to Sec. 40 – 543, (7), and/or for the storage of goods or articles produced or used by the occupant of the principle structure.
Not Applicable.
- (10) The home occupation shall not generate sewage of a nature or type that cannot be treated by a standard on-site sewage system, or the municipal sewer system, or hazardous wastes without an approved plan for offsite disposal.
This standard is met.

INTERIM CONDITIONAL USE PERMIT STANDARDS

Chapter 40, Article V, Division 6, Conditional Use Permits, Section 40 – 112, sets forth the general standards that shall be met in order to grant an ICUP. Granting of an Interim Conditional Use Permit is required for approval of a Home Occupation in the R-3 zoning district. These standards are as follows:

- 1. The use is in conformity with the Comprehensive Plan and development policies of the City.
A home occupation is allowed in the R-3 zoning district and is in conformity with the Comprehensive Plan. This standard has been met.
- 2. The use will not create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.
The proposed use will not create an excessive demand on existing parks, schools, streets and other public facilities and utilities. This standard has been met.
- 3. The use will be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development will not be depreciated in value and there will be no deterrence to development of vacant land.
The property will maintain its residential character if the operation is consistent with the application and conditions of approval. Massage therapy will occur within the dwelling. The standard has been met.
- 4. The structure and site will have an appearance that will not have an adverse effect upon adjacent properties.
All business proposed activity will occur solely in the existing dwelling and therefore the site appearance should not be altered. This standard has been met.
- 5. The use in the opinion of the City is reasonably related to the overall needs of the City and to the existing land use.
The use is consistent with the zoning ordinance intent for home occupations in the R-3 zoning district. This standard has been met.
- 6. The use will be consistent with the purpose of this and other City Ordinances.
This standard has been met.
- 7. The use will be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it is to be located.
The applicant must adhere to the home occupation standards and conditions of approval for

the interim conditional use permit, which will mean the site is consistent with the existing and intended character of the R-3 zoning district. This standard has been met.

8. The use will generate only minimal vehicular traffic on local streets and shall not create traffic hazards or unsafe access or parking needs.
The intention of a home occupation is that it should not generally attract more traffic than typical residential use. The use will bring some additional traffic to the site, but the limitations on parking and the operation of this type of business will limit traffic associated with it. This standard has been met.
9. Existing businesses nearby will not be adversely affected because of the curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness.
This standard has been met.
10. The establishment or maintenance of the use shall not be detrimental to the public, health, safety, or general welfare.
Compliance with the conditions, and applicable ordinance will ensure that this standard can be met.
11. The use will not be hazardous, detrimental, or disturbing to present and potential surrounding land use due to water pollution, odor, fumes, general unsightliness, or other nuisances.
The applicant has stated, and the nature of her occupation, will not create a nuisance as listed in the standard.
12. The use will preserve and incorporate the site's important natural and scenic features into the development design.
This standard has been met.
13. The use will cause minimal adverse environmental effects.
The home occupation activity will all be enclosed indoors which should reduce any potential adverse environmental effects. This standard has been met.

In addition, the following factors must be considered for Interim Use Permits:

- 1) Whether the use conforms to the zoning regulation;
The use conforms to the zoning regulation with the issuance of this permit.
- 2) Whether a date or event for the termination of the use can be identified with certainty.
The applicant requests the permit be valid until the sale of the property or the home.
- 3) Whether the permission of the use will impose additional costs on the public if it is necessary for the public to take the property in the future;
This standard is met – There should be no additional cost to the public.
- 4) Whether the landowner will agree to the conditions that the City Council deems appropriate for permission of the use.
This is to be determined.

STAFF RECOMMENDATION

The requirements of Chapter 40, Article V, Division 6, “Conditional Use Permits,” Section 40 – 112, as contained in the City of Wyoming Ordinance have been complied with. Staff recommends

approval of an Interim Conditional Use Permit to allow a home occupation based upon the ICUP findings of fact and subject to the following 3 conditions:

1. The applicant shall comply with all home occupations performance standards found in Section 40-543.
2. The applicant shall receive and maintain a city massage therapist license.
3. The ICUP permit shall be valid until one of the following, whichever occurs first:
 - a. Until the property owner vacates the premises or;
 - b. Until the property is sold.

Planning Commission Recommendation

On February 25, 2025 the Planning Commission publicly heard the petitioner's request for an Interim Conditional Use Permit to allow a Home Occupation to operate a for a home-based massage business. After hearing testimony and discussion, the Planning Commission voted unanimously to recommend approval of the request based on the findings that the standards for the Interim Conditional Use Permit have been met and with the following conditions:

1. The applicant shall comply with all home occupations performance standards found in Section 40-543.
2. The applicant shall receive and maintain a city massage therapist license.
3. The ICUP permit shall be valid until one of the following, whichever occurs first:
 - a. Until the property owner vacates the premises or;
 - b. Until the property is sold.



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

LAND USE APPLICATION: INTERIM USE PERMIT FOR A HOME OCCUPATION

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

Applicant(s)/Owner(s):

Name(s) Anna van Oosterom

Address 26338 Finley Ave

City Wyoming

State MN

Zip 55092

Phone Number (307)365-0781

Email annavanoosterom79@gmail.com

Legal description of property: See attachment

Property Identification Number: R.21.00306.00

Present zoning of property: R3

Present use of property: Home

Proposed Home Occupation: Massage

On what date, or upon what event, would the applicant desire the interim use to expire? When we sell

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

1. A detailed site plan showing the following information from Sec. 40 - 111, 5, (a - k):
 - a. Site plan drawn at scale showing parcel and building dimensions and their square footages
 - b. Curb cuts, driveways, access roads, parking spaces and off-street loading areas
 - c. Type of business or activity and proposed number of employees
 - d. Proposed floor plan of any building and use indicated
 - e. A location map showing the general location of the proposed use within the City and showing all principal land uses within 250 feet of the parcel for which application is being made
 - f. Any other information deemed necessary by the Zoning Administrator or Planning Commission
2. A letter explaining the proposed home occupation and how it will be operated
3. A completed Home Occupation Worksheet
4. A completed Conditional / Interim Use Permit Worksheet
5. The application fee and escrow must be paid at the time of application - The fee is **not** refundable and the unused portion of the escrow will be returned to the applicant.
6. Any other information deemed necessary by the Zoning Administrator or Planning Commission
7. An application for a property in a Shoreland District must include a valid Septic System Certificate of Compliance

Applicant(s) Signature(s) [Signature] Date 01/27/2025

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

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

OFFICE USE ONLY

Application # 7-25-001

Date Application Received 1/28/25

Date Complete Application Received 1/28/25

60 Days 3/29/25

Fee: \$220.00 + Escrow \$750.00

Date Paid 1/28/25

By: [Signature]
Official

Check # 1042-870.00

Cash - \$900.00

HOME OCCUPATION WORKSHEET

Applicant: Anna van Oosterom
Address: 26338 Finley Ave., Wyoming, MN. 55092
Type of Business: Massage Therapist
Business name: Healing Touch LLC

Answer the following questions based on the standards contained in Article VII, Division 13, of the City of Wyoming Zoning Ordinance for home occupations. If needed, use a separate page. **All questions must be answered.**

Sec. 40 – 543, Performance Standards; Items 1-10. **All home occupations shall conform to the following standards:**

1. Conduct of the home occupation does not require alterations to the exterior of the residence which substantially alters the appearance of the dwelling as a residence.

Are any alterations to the exterior of the home proposed? ☐ Yes ☒ No

If yes, what is proposed? _____

2. Only those persons residing in the home and one other person may be employed on the site or report to the site on any one day.

How many employees will the business have? 0

3. Signage consists of no more than one (1) single or double-faced sign with a maximum area of nine (9) square feet per side in the R1, R2, R3, R4, R5, R6 and MXD (residential uses) Districts and sixteen (16) square feet per side in the Agricultural (A) District.

Are any signs proposed for the business? ☐ Yes ☒ No

Has a sign permit been applied for? ☐ Yes ☒ No

4. No outdoor display of goods.

Will any goods be displayed outdoors? ☐ Yes ☒ No

5. Any additional need for parking generated by the home occupation shall be met by off-street parking. Said parking area shall be limited to three (3) spaces.

Will there be any off-street parking? ☐ Yes ☒ No (If yes, show the location of parking on the site plan)

6. Should the occupation be teaching, classes shall not exceed ten (10) students at any one time.

Is the business teaching? ☐ Yes ☒ No If yes, how many students per class? _____

7. Should the home occupation be repair, the items repaired shall be of a size or nature that repair can occur within the home, or an accessory structure to the principal use as allowed by this Ordinance.

Is the business repair? ☐ Yes ☒ No If yes, where will the items be repaired? _____

8. No outside storage is permitted.

Where will items be stored? N/A

9. An accessory structure may be utilized in conjunction with the home occupation only for the purpose of holding equipment used off the site, repair (as conditionally permitted pursuant to Sec. 40 – 543, 7), and/or for the storage of goods or articles produced or used by the occupant of the principle structure.

Will an accessory building be used for the business? ☐ Yes ☒ No

If yes, what will the building be used for? _____

10. The home occupation shall not generate sewage of a nature or type that cannot be treated by a standard onsite sewage system, or the municipal sewer system, or hazardous wastes without an approved plan for offsite disposal.

Will the business generate sewage that cannot be treated? ☐ Yes ☒ No (If yes, attach plan for offsite disposal)

Will hazardous wastes be generated? ☐ Yes ☒ No (If yes, attach plan for offsite disposal)

Application # _____

Revised 01/24/23

CONDITIONAL & INTERIM USE PERMIT WORKSHEET

Applicant: Anna van Oosterom

Address: 26338 Finlet Ave., Wyoming, MN. 55092

Type of Business: Massage Therapist

Business name: Healing Touch LLC

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

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

Application # _____

Revised 01/24/23

Fred Weck

From: Anna <annavanoosterom79@gmail.com>
Sent: Tuesday, January 28, 2025 11:41 AM
To: Fred Weck
Subject: Re: FW: Chisago County GIS

Business plan and expectations.

This business will be small, and my plan is just a few hours a week while going to school, hence my schedule changes but operating hours are between 7:30am and 6pm, Monday through Saturday, with a max of approximately 10 appointments a week (though most likely less). Either 0 or a max of 3 on one day. Appointment times vary from 30min to 2hr.

I'm happy to adjust operating times and days to whatever restrictions the county has. I'm very flexible.

If you have any further questions please reach out to me.

Sincerely,

Anna

On Mon, Jan 27, 2025, 3:53 PM Fred Weck <FWeck@wyomingmn.org> wrote:

I misspoke on the phone, you will still need to get the massage license that you have been working with Grant on too. That would be the only other city approval you'll need.

Fred Weck

Zoning Administrator

Building Official #MN1825

Advanced Septic Inspector #C5199

City of Wyoming

Department of Building Safety

26885 Forest Boulevard

P.O. Box 188

Wyoming, MN 55092

(651) 462-4947 Fax (651) 462-3938

Sedona School of Massage

SEDONA, ARIZONA

IT IS HEREBY CERTIFIED THAT

Anna Van Oosterom

HAS FULFILLED THE REQUIREMENTS OF A 700 HOUR PROGRAM OF STUDY IN

Massage Therapy

AS PRESCRIBED BY THE SEDONA SCHOOL OF MASSAGE AND THE ARIZONA STATE BOARD FOR PRIVATE POSTSECONDARY EDUCATION. IT IS WITH THIS KNOWLEDGE THAT THE UNDERSIGNED OFFICER OF THE SEDONA SCHOOL OF MASSAGE AWARDS THIS CERTIFICATE. IN WITNESS THEREOF: I HAVE HERE UNTO SUBSCRIBED MY NAME AND SET MY SEAL ON THIS DAY OF JUNE 29, 2012



Harold Matthews
DIRECTOR

David Matthews
ADMINISTRATOR



1 Items

	PIN	DotPin	Ownname	MailAddr	MailCity
X	210030600	21.00306.00	MCADAMS ROBERT S	26338 FINLEY AVE	WYOMING



**UNAPPROVED MINUTES
PLANNING COMMISSION
CITY OF WYOMING, MINNESOTA
FEBRUARY 25, 2025
7:00PM**

CALL TO ORDER:

Planning Commission Chairman Lobermeier called the Regular Meeting of the Wyoming Planning Commission for February 25, 2025 to order at 7:00 PM

CALL OF ROLL:

*On a Call of the Roll the following members of the Wyoming Planning Commission were present:
Mark Lobermeier, Katie West, Dan Iverson, Mark Holl*

ABSENT: Commissioner Chris Ortwerth

Also Present: Fred Weck Zoning Administrator and Mayor Lisa Iverson

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM: NONE

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota Planning Commission for February 11, 2025

A MOTION WAS MADE BY COMMISSIONER IVERSON, SECONDED BY COMMISSIONER HOLL, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR FEBRUARY 11, 2025 AS SUBMITTED.

*Voting Aye: West, Holl, Iverson, and Lobermeier
Voting Nay: None
Abstain: None
Absent: Ortwerth*

SCHEDULED PUBLIC HEARINGS:

2. Interim Conditional Use Permit for a Home Occupation: I-25-001
Location: 26338 Finley Avenue
Applicant: Anna VanOosterom
Property ID Number: 21.00306.00

Zoning Administrator Weck reviewed the request for an ICUP for Home Occupation for a massage business. He explained that Ms. VanOosterom had been a Certified Massage Therapist since 2012 and had recently moved to the City and wanted to move her business into her home. Staff recommended approval with the 3 conditions, as outlined in the staff report.

Scott McAdams introduced himself and stated that Anna VanOosterom was his wife, but had kept her maiden name. He stated that she had been a Massage Therapist for over 12 years and had previously had a successful business in Cheyenne, Wyoming, where they used to live. He explained that she was very professional and liked to mainly stick with female and older clients. He noted that, in the past, she had worked 6 to 7 days/week in order to help people out, but was not planning to work as much in the City, because she was also attending school to become an Acupuncturist.

Commissioner Iverson asked if Ms. VanOosterom had the Human Touch business out of her home when she lived in Cheyenne.

Mr. McAdams stated that she did have the Human Touch business when they lived in Cheyenne, but it was not done out of their home. He explained that when they moved to the City, they found that it was not in their budget to rent a space for the business.

MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER IVERSON, TO OPEN THE PUBLIC HEARING AT 7:06 P.M.

<i>Voting Aye:</i>	<i>West, Holl, Iverson, and Lobermeier</i>
<i>Voting Nay:</i>	<i>None</i>
<i>Abstain:</i>	<i>None</i>
<i>Absent:</i>	<i>Ortwerth</i>

There was no one present to speak at the Public Hearing.

MOTION BY COMMISSIONER HOLL, SECONDED BY COMMISSIONER WEST, TO CLOSE THE PUBLIC HEARING AT 7:06 P.M.

<i>Voting Aye:</i>	<i>West, Holl, Iverson, and Lobermeier</i>
<i>Voting Nay:</i>	<i>None</i>
<i>Abstain:</i>	<i>None</i>
<i>Absent:</i>	<i>Ortwerth</i>

Commissioner Holl noted that he felt this was a great idea.

Commissioner Iverson stated that he had looked up what he believed was Ms. VanOosterom's business in Cheyenne and she had 5-star reviews.

Mr. McAdams spoke from the audience and reiterated that his wife was very professional and dealt one on one with her clients and even spent time after their appointments talking.

Commissioner Iverson noted that one of the concerns that he had was the possible nature of the business because of possible behavioral issues, for example, with men that may be bad actors. He noted that he liked that the intent was to essentially limit her clients to females, which he felt would address some of his concerns.

Mr. McAdams reiterated his feelings about his wife's professionalism and noted that even in Cheyenne, in the location where she rented, she was alone in the office with her clients. He stated that he used to be a Police Officer in Cheyenne and had also served in the military

MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER HOLL, TO RECOMMEND APPROVAL OF THE INTERIM CONDITIONAL USE PERMIT FOR A HOME OCCUPATION: I-25-001 LOCATED AT 26338 FINLEY AVENUE FOR ANNA

VANOOSTEROM, PROPERTY ID NUMBER: 21.00306.00

Voting Aye: West, Holl, Iverson, and Lobermeier

Voting Nay: None

Abstain: None

Absent: Ortwerth

NEW BUSINESS: NONE

OLD BUSINESS:

3. Comprehensive Plan Implementation

Zoning Administrator Weck outlined some of the goals and steps that they had previously discussed as a way to complete the Comprehensive Plan implementation. He stated that they had discussed the option of holding an Open House for the public to talk about the rezoning and ways to display information and explain to the public what was happening, but noted that the Commission did need to hold a Public Hearing on this. He stated that Chisago County had held this same type of meeting a few months ago, but he had not spoken with them about how it went or what the attendance had been like.

Chair Lobermeier stated that he felt that the item that would most likely take the most time to complete would be revising the Zoning Ordinance.

Zoning Administrator Weck confirmed that it could take some time, but it would depend on how deeply they got into it. He stated that he was hopeful that the Commission would be able to get going on the first steps fairly quickly.

Chair Lobermeier asked the Commission how they felt about holding an Open House, which would give the Commissioners a chance to interact with the residents on this issue. He noted that many times at Public Hearings, the residents just want to have a conversation, which sometimes cannot happen in that setting.

There was Consensus of the Commission that they were in support of scheduling an Open House.

Chair Lobermeier asked about the possible notification.

Zoning Administrator Weck explained that they would have to do a notice in the paper and on the City's website, but would not have to do an individual mailing to anyone in the City.

Chair Lobermeier asked when the next City newsletter would be sent out.

Mayor Iverson stated that it just went out so the next one would be sent out in April.

Chair Lobermeier explained that he was just thinking about different ways that they could get the word out about the Open House.

Zoning Administrator Weck stated that he felt utilizing the newsletter would be a good idea and would look at possible dates. He explained that he would plan to work with Commissioner Holl to put together a brief synopsis to present at the Open House.

Commissioner Holl noted that he felt that there would probably be 6 or 7 that he could get blown up, if necessary.

Zoning Administrator Weck stated that he expected that it would be a bit more than just 6 or 7.

Commissioner Holl stated that was fine, but reiterated that they could be blown up so they could

be hung on the walls and would outline some information in order to help explain current zoning versus what was being planned.

Chair Lobermeier suggested that they set aside time at the next few meetings to discuss what they want to do and present at the Open House.

Commissioner Iverson stated that he felt it was a great idea to have the visuals they were suggesting that showed the existing and the new zoning designations.

Commissioner West referenced her own lot, which was kind of unique and noted she had a feeling that there would be some people who were in those lots that would not be happy about the rezoning. She asked if this type of feedback could sway the City into not rezoning the properties and asked what could come about because of the Open House.

Mayor Iverson stated that she understood that there were long-time property owners that would not be in favor of this rezoning. She noted that Council takes public input very seriously, but change does happen with people moving out and others moving in and explained that the City cannot just zone or not rezone just because people were upset even though it could be a very difficult type of decision for them to make.

Chair Lobermeier noted that he felt a lot of it may come down to how it would be presented and felt it would be important to explain why the City was proposing this zoning and stated that the point of holding an Open House was to actually hear what people want.

Commissioner West stated that she did not feel that rezoning in her area was going to be well received and felt it would be important to outline the rationale behind why it was happening.

Commissioner Holl agreed that it may be hard, but the City had to do things that are good for many and not just good for a few.

Chair Lobermeier explained that the intent of the rezoning was not to be punitive, but it was to set the City up for the future.

Mayor Iverson reminded the Commission that the ultimate decision would be up to the City Council.

COMMUNICATIONS: NONE

UPDATES: NONE

A MOTION WAS MADE BY COMMISSIONER WEST, SECONDED BY COMMISSIONER HOLL, TO ADJOURN THE FEBRUARY 25, 2025 "REGULAR MEETING" OF THE WYOMING, MINNESOTA PLANNING COMMISSION AT 7:23 PM.

<i>Voting Aye:</i>	<i>West, Holl, Iverson, and Lobermeier</i>
<i>Voting Nay:</i>	<i>None</i>
<i>Abstain:</i>	<i>None</i>
<i>Absent:</i>	<i>Ortwerth</i>

RESERVED FOR RECORDING DATA

RESOLUTION NO. 25-03-25

**RESOLUTION APPROVING AN INTERIM CONDITIONAL USE PERMIT TO ALLOW A
HOME OCCUPATION TO OPERATE A HOME-BASED MASSAGE BUSINESS AT
26338 FINLEY AVENUE
PROPERTY ID NUMBER: 21.00306.00**

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

WHEREAS, the City Council of the City of Wyoming has adopted zoning and subdivision regulations, per Ordinances 2009-4 and 2010-08, including subsequent amendments, to promote the orderly, economic and safe development and utilization of land within the City; and,

WHEREAS, WHEREAS, Anna Oosterom has applied for an Interim Conditional Use Permit to operate a home-based massage business on property legally described as:

Lot 4, Block 17, Roger's Addition to Wyoming.

WHEREAS, on February 25, 2025, the Planning Commission held a public hearing in accordance with the Ordinance and laws of the State of Minnesota; and,

WHEREAS, the City Council and Planning Commission have reviewed the application, as submitted, and have made the following findings of fact:

1. The use is in conformity with the Comprehensive Plan and development policies of the City.
2. The use will not create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.
3. The use will be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development will not be depreciated in value and there will be no deterrence to development of vacant land.
4. The structure and site will have an appearance that will not have an adverse effect upon adjacent properties.

5. The use in the opinion of the City is reasonably related to the overall needs of the City and to the existing land use.
6. The use will be consistent with the purpose of this and other City Ordinances.
7. The use will be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it is to be located.
8. The use will generate only minimal vehicular traffic on local streets and shall not create traffic hazards or unsafe access or parking needs.
9. Existing businesses nearby will not be adversely affected because of the curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness.
10. The establishment or maintenance of the use shall not be detrimental to the public, health, safety, or general welfare.
11. The use will not be hazardous, detrimental, or disturbing to present and potential surrounding land use due to water pollution, odor, fumes, general unsightliness or other nuisances.
12. The use will preserve and incorporate the site's important natural and scenic features into the development design.
13. The use will cause minimal adverse environmental effects.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Wyoming hereby **GRANTS** the Conditional Use Permit, as requested by the applicant with the following conditions:

1. Storage and removal of hazardous materials associated with the business must meet MPCA storage and handling requirements.
2. The Applicant shall comply with all home occupations performance standards found in Section 40-543.
3. The ICUP permit shall be valid until one of the following, whichever occurs first:
 - a. Until the property owner vacates the premises or;
 - b. Until the property is sold.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 4th DAY OF MARCH, 2025.

Lisa Iverson, Mayor

ATTEST:

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

Robb Linwood, City Administrator



Date: February 27, 2025

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Streets CIP and Assessment Policy Work Session

Background Information:

City Staff is requesting that the City Council schedule a Work Session for Tuesday, March 18th at 5:30pm to discussion Streets CIP, funding, and the City's assessment policy.