

**AGENDA  
CITY COUNCIL  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
JANUARY 6, 2026  
7:00 PM**

**CALL TO ORDER:**

**CALL OF ROLL:**

**DETERMINATION OF A QUORUM:**

**PLEDGE OF ALLEGIANCE:**

**ANNUAL MEETING**

1. Designate Official Newspaper for 2026 - **Resolution 26-01-01**
2. Set Annual Fees for City Services in 2026 - **Resolution 26-01-02**
3. Designate Electronic Fund Transfer and Payments for Claims - **Resolution 26-01-03**
4. Review Council Appointments to Boards, Commissions, Committees, and Board of Trustees of Fire Department Volunteer Relief Association — Resolution **26-01-04**
5. Designate Official Depository for City Funds for 2026 - **Resolution 26-01-05**
6. Elect an Acting Mayor to Serve in the Absence of the Mayor during 2026 - (Minn. Stat. 412.121)
7. Establishing 2026 regular meeting nights of the City Council of the City of Wyoming and Budget Calendar for 2027 Budget

**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:**

8. Consider approving the minutes of the "Work Session" of the Wyoming, Minnesota City Council for December 16, 2025

9. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for December 16, 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.*

10. Consider authorizing the payment of recommended bills, payroll and journal entries for the period of December 17, 2025 to January 6, 2026
11. To consider accepting the resignation of Kenny Hyrkas from the Wyoming Fire Department
12. To consider **Resolution 26-01-06** a resolution approving the issuance of various Tobacco, Massage, and Waste Hauler licenses in the City of Wyoming for the year 2026
13. To consider **Resolution 26-01-07** a resolution approving a Low Potency Hemp Edible Registration Application for the Wyoming Smoke Shop in the City of Wyoming for 2026
14. To consider **Resolution 26-01-08** a resolution authoring payment of 2025 Compost Site fees to the City of Lindstrom in the amount \$13,103.00
15. To consider **Resolution 26-01-09** a resolution authorizing payment for Agenda Management Software for the year 2026 to CivicPlus in the amount of \$10,552.32

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

16. Report of the Public Safety Director, Neil Bauer, for December 30, 2025
17. Report of City Building Official, Fred Weck, IV for December 29, 2025.
18. Report of the City Attorney, Tom Loonan, for December 30, 2025
19. Report of City Engineer Mark Erichson, WSB for January 2, 2026
20. Report of the Public Works Superintendent, Steve Reeves, for December 30, 2025

**COMMUNICATIONS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

21. To consider **Resolution 26-01-10** a resolution approving the final plat of "Summer Field 4th addition" at property identification number 21.10582.50
  
22. To consider the establishment and posting of a Part-Time Firefighter position within the Wyoming Fire Department
  
23. To consider the establishment and posting of a Part-Time Community Service Office (CSO) position with the Wyoming Police Department

**COUNCIL REPORTS:**

**ADJOURN**

**RESOLUTION NO. 26-01-01**

**A RESOLUTION DESIGNATING THE CHISAGO COUNTY PRESS AS THE OFFICIAL NEWSPAPER FOR THE CITY OF WYOMING FOR THE YEAR 2026**

**WHEREAS**, in accordance with **Minnesota State Statute 412.831** the City of Wyoming is required to designate a newspaper of general circulation as its official newspaper; and

**WHEREAS**, the designated newspaper is where the City will publish ordinances and other matters as required by law; and

**WHEREAS**, the City Council of the City of Wyoming desires to designate the official newspaper for the City.

**NOW, THEREFORE, BE IT RESOLVED** the Wyoming City Council hereby designates the **Chisago County Press** as the official newspaper for the City of Wyoming for the calendar year 2026 or until such time as a new official newspaper is duly designated.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 6TH DAY OF JANUARY, 2026.**

**CITY OF WYOMING**

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

**ATTEST:**

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



Wyoming City Council

December 12, 2025

Dear Council Members,

The Chisago County Press is pleased to bid for legal printing as the designated Official Newspaper for the City of Wyoming. The Chisago County Press is qualified by the State of Minnesota as a legal newspaper under Minnesota Statutes Section 331A.02 subdivision 1 (1).

The bid to publish legal notices in the Chisago County Press for 2026 will be \$8.00 per column inch with 7 point type and 9 lines per inch. Our prices have not changed in over a decade. The notices will also be posted online at our website [www.chisagocountypress.com/legalnotices](http://www.chisagocountypress.com/legalnotices) at no extra charge.

We are celebrating our 128th anniversary this year. Our newspaper has faithfully served Chisago County since 1898. We are the ONLY newspaper with an office located within Chisago County. The Chisago County Press has the most subscribers in Chisago County of any local newspaper.

The Chisago County Press is the most subscriber based read local newspaper in the County and the most reliable. We offer a superior product and one-on-one staff support. We would be honored to represent the City of Wyoming as your legal newspaper.

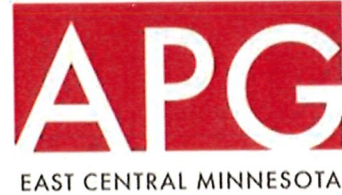
If possible, we would prefer legal notices emailed to [chisago@citlink.net](mailto:chisago@citlink.net). Our deadline is Fridays at 5 p.m. for the publication immediately following. I would be happy to answer any questions and can be reached at 651-257-5115.

Thank you for considering the Chisago County Press.

A handwritten signature in black ink, appearing to read "Matt Silver", is placed above the typed name of the publisher.

Matt Silver  
Publisher  
Chisago County Press

# FOREST LAKE TIMES



November 17, 2025

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

Dear Mr. Linwood and City Council Members,

The **Forest Lake Times** would like to bid for legal printing status as the designated Official Newspaper for the City of Wyoming. The **Forest Lake Times** is qualified by the State of Minnesota as a Legal Newspaper under Minnesota Statutes Section 331 A.02, subdivision 1.

The bid to publish legal notices in the **Forest Lake Times** for the year 2026 is the rate of \$6 per column inch with 7 point type and 9 lines per inch. *The notices will also be placed in the St. Croix Valley Peach at no additional charge. The notices will be posted on our website, [www.forestlaketimes.com](http://www.forestlaketimes.com) and the Minnesota Newspaper Association for all to view for free and at no charge to the city.*

We would prefer legal notices emailed to [publicnotice@apgecm.com](mailto:publicnotice@apgecm.com). For notices that are faxed or mailed to us, we will add a \$20 typesetting charge. The deadline is 3:00 p.m. Monday for the same week's publication. Early deadlines apply during a holiday week. One affidavit will be provided to you at no cost.

We appreciate the longstanding relationship the **Forest Lake Times** has had with the City of Wyoming and we look forward to continuing to serve the residents of Wyoming.

Sincerely,

A handwritten signature in blue ink that reads 'Tonya Orbeck'.

Tonya Orbeck

Public Notice Department Manager  
ECM Publishers, Inc. /Adams MultiMedia  
763-691-6000



# Request for Council Action

Date: January 2, 2026

Presented to: Mayor Iverson and City Council Members

Presented by: Grant MacFarlane, Assistant City Administrator

Department: Administration

Reference: 2026 City Fee Schedule

Method: Annual Meeting

### **Background Information:**

Staff completes an annual review of the fee schedule to ensure that the fees are accurate and updated based on city policies and procedures

For 2026, the fee schedule reflects the following changes:

- Chapter 12 – Lower Potency Hemp Edible Retailer Registration – Fees associated with registering a business as a lower potency hemp edible retail product provider have been included in the fee schedule to reflect the City’s requirement to register such businesses pursuant to State Statute Ch. 342
- Chapter 18 – Fire Prevention and Protection – Fees associated with Special Event - Fire Department have been updated. Removal of fees for Business Fire Inspections.
- Chapter 20 – Police Administration Fee – Fees associated with Special Event - Police have been updated. Removal of fees for Fingerprinting.
- Chapter 26 – Solid Waste Management, Article II Collection – Annual Waste Hauler License Fee has been increased.
- Chapter 30 – Streets & Sidewalks, Article II Excavations & Street Openings – Inspect fee added for Right-of-Way permits.
- Chapter 36 – Utilities – Water and Surface water rates were changed to reflect the 2026 rates as completed in the most recent utility rate studies. Water meter costs were updated per the city’s cost to purchase, this is a pass through cost. Emergency call out and re-inspection fee has been updated.
- Chapter 40 – Zoning – Addition of a fee for Application to Appeal Zoning Administrator.
- Pavilion & Field Rental Fees have been updated.
- Public Works Equipment Fees have been updated.

**Request:** To approve the City of Wyoming 2026 Fee Schedule as presented. Included in the packet is a redline and clean version of the proposed 2026 fee schedule.



**CITY OF WYOMING**

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

## 2026 FEE SCHEDULE

<b>CHAPTER 4 – ALCOHOLIC BEVERAGES &amp; TOBACCO</b>	
Non-intoxicating On/Sale	\$220.00
Non-intoxicating Off/Sale	\$35.00
Intoxicating Liquor On/Sale	\$3,150.00
Intoxicating Liquor Off/Sale	\$100.00
Intoxicating Liquor Sunday	\$200.00
Temporary Liquor License	\$100.00
Tobacco License	\$90.00

<b>CHAPTER 6 – AMUSEMENTS &amp; ENTERTAINMENTS</b>	
Lawful Gambling	10% contribution to City
Application Fee (Bingo, etc.)	\$25.00
Maximum Investigation Fee for State License	\$100.00

<b>CHAPTER 8 – ANIMALS, ARTICLE II DOG LICENSE</b>	
Dog at Large	\$75.00
Dangerous Dog	\$200.00

<b>CHAPTER 10 – BUILDING PERMITS</b>	
Building Permit, Silt Fence Escrow (90% refundable)	\$900.00
Building Permit, Drainage Plan Escrow, Commercial/Industrial (90% refundable)	\$1,300.00
Building Permit, Drainage Plan Escrow, Residential (90% refundable)	\$275.00
<b>Building Permit Fees (Based On Project Valuation)</b>	
Plan Review Fee	65% of Building Permit Fee
State Surcharge	Per MN Statute 326B.148
\$1.00 to \$500.00	\$28.00
\$501.00 to \$2,000.00	\$28.00 for the first \$500.00 + \$3.70 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$83.50 for the first \$2,000.00 + \$16.55 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$464.15 for the first \$25,000.00 + \$12.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$764.15 for the first \$50,000.00 + \$8.45 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,186.65 for the first \$100,000.00 + \$6.75 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,886.65 for the first \$500,000.00 + \$5.50 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00+	\$6,636.65 for the first \$1,000,000.00 + \$4.50 for each additional \$1,000.00, or fraction thereof

## 2026 FEE SCHEDULE

<b>CHAPTER 10 – BUILDING PERMIT (Continued)</b>	
<b>Building Permit Fees: No Valuation (Group IRC 1, 2, 3, &amp; 4 Occupancies)</b>	
Plan Review Fee	\$0.00
Manufactured Home Installation (in park)	\$80.00 + State Surcharge
Residing	\$80.00 + State Surcharge
Reroofing	\$80.00 + State Surcharge
Window & Door Replacement	\$80.00 + State Surcharge
Fence	>7' in height - \$50.00 + State Surcharge ≤7' in height - \$50.00
Demolition	\$50.00 + State Surcharge
Swimming Pools	\$80.00 + State Surcharge
Solar	\$80.00 + State Surcharge
<b>Building Permit Fees: Value Less than \$10,000.00 (Group IRC 1, 2, 3, &amp; 4 Occupancies)</b>	
Plan Review Fee	\$0.00
Decks	\$80.00 + State Surcharge
Handicap Accessible Ramps	\$80.00 + State Surcharge
Remodeling	\$80.00 + State Surcharge
Finishing Unfinished Space	\$80.00 + State Surcharge
Storage Buildings (Under 250 square feet)	\$80.00 + State Surcharge
Gazebos (Under 250 square feet)	\$80.00 + State Surcharge
<b>Plumbing, Heating, Fire Alarms &amp; Automatic Fire Protection System Permit Fees (Based On Project Cost)</b>	
≤\$300.00 – Residential & Commercial	\$15.00 + State Surcharge
\$400.00 – Residential & Commercial	\$20.00 + State Surcharge
\$500.00 – Residential & Commercial	\$25.00 + State Surcharge
\$600.00+ – Residential	\$50.00 + State Surcharge
\$600.00+ – Commercial	\$50.00 + 1% Of Value + State Surcharge
<b>Grading Permit Fees (Based on Cubic Yards of Material)</b>	
≤50 cubic yards	\$23.50
51 to 100 cubic yards	\$37.00
101 to 1,000 cubic yards	\$37.00 for the first 100 cubic yards plus \$17.50 for each additional 100 cubic yards or fraction thereof
1,001 to 10,000 cubic yards	\$194.50 for the first 1,000 cubic yards, plus \$14.50 for each additional 1,000 cubic yards or fraction thereof
10,001 to 100,000 cubic yards	\$325.00 for the first 10,000 cubic yards, plus \$66.00 for each additional 10,000 cubic yards or fraction thereof
100,001+ cubic yards	\$919.00 for the first 100,000 cubic yards, plus \$36.50 for each additional 10,000 cubic yards or fraction thereof
<b>Grading Plan Review Fee (Based on Cubic Yards of Material)</b>	
State Surcharge	Per MN Statute 326B.148
≤50 cubic yards	\$0.00
51 to 100 cubic yards	\$23.50
101 to 1,000 cubic yards	\$37.00
1,001 to 10,000 cubic yards	\$49.25
10,001 to 100,000 cubic yards	\$49.25 for the first 10,000 cubic yards, plus \$24.50 for each additional 10,000 yards or fraction thereof
100,001 to 200,000 cubic yards	\$269.75 for the first 100,000 cubic yards, plus \$13.25 for each additional 10,000 cubic yards or fraction thereof
200,001+ cubic yards	\$402.25 for the first 200,000 cubic yards, plus \$7.25 for each additional 10,000 cubic yards or fraction thereof

## 2026 FEE SCHEDULE

<b>CHAPTER 10 – BUILDING PERMIT (Continued)</b>	
<b>Other Inspections and Fees</b>	
Investigation Fee (Work Done Without Obtaining a Permit)	Equal to Permit Fee
Gas Piping Installers License	\$25.00
Inspections Outside Of Normal Business Hours (Minimum Charge – 2 Hours)	\$63.25/Hour <sup>1</sup>
Re-Inspection fees	\$63.25/Hour <sup>1</sup>
Inspections For Which No Fee Is Specifically Indicated (Minimum Charge – 30 Minutes)	\$63.25/Hour <sup>1</sup>
Additional Plan Review – Due To Changes, Additions or Revisions Of Plans (Minimum Charge – 30 Minutes)	\$63.25/Hour <sup>1</sup>
Use Of Outside Consultants (For plan checking and/or inspections) <ol style="list-style-type: none"> <li>1. Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved</li> <li>2. Actual costs include administrative and overhead costs</li> </ol>	Actual costs <sup>2</sup>

<b>CHAPTER 12 – BUSINESSES, ARTICLE II SAUNAS &amp; MASSAGE, DIVISION 2 LICENSE &amp; CERTIFICATE</b>	
<b>Massage License</b>	\$515.00
Initial Investigation Fee	\$515.00
Annual Massage Therapist License Fee	\$50.00
Initial Investigation Fee for Massage Building Occupancy Certificate	\$515.00
Annual Building Occupancy Certificate Fee	\$150.00
<b>Cannabis Retail Registration</b>	
Initial Registration Fee	\$500.00 or up to half the amount of the applicable initial license fee under Minn. Stat. 342.11, whichever is less
Renewal Registration Fee	\$1,000.00 or up to half the amount of the applicable initial license fee under Minn. Stat. 342.11, whichever is less
Civil Penalty	\$2,000.00
<b><u>Lower-Potency Hemp Edible Retailer Registration</u></b>	
<a href="#"><u>Initial Registration Fee</u></a>	<a href="#"><u>\$125.00</u></a>
<a href="#"><u>Renewal Registration Fee</u></a>	<a href="#"><u>\$125.00</u></a>

<b>CHAPTER 16 – ENVIRONMENT, ARTICLE I GENERAL, ARTICLE II NUISANCES</b>	
No On-Street Parking (2:00 am - 6:00 am)	\$25.00
Noise Complaints	\$125.00
Prohibited Storage/Nuisance Property	\$125.00

<b>CHAPTER 18 – FIRE PREVENTION &amp; PROTECTION</b>	
Daily License Fee for Fireworks Display	\$15.00
<del>Business Fire Inspections</del>	<del>\$25.00</del>
Operational Permit (Fire Code)	\$50.00
Special Event Fire Department Fee	\$18.5400/Hr

## 2026 FEE SCHEDULE

<b>CHAPTER 20 – POLICE ADMINISTRATION FEES</b>	
Printed Police Reports	\$0.25/Page up to 100 pages (actual cost thereafter)
Motor Vehicle Reports	\$0.25/Page
Videos, Photographs, Electronic Storage Devices	\$10.00 + Cost
Fingerprinting	<del>\$10.00</del>
Administrative Traffic Citations	\$60.00
Special Event Officer Fee	<del>\$86.01</del> 88.49/hr (Min. of 4 Hours) + \$25/Vehicle
<b>Impound Lot Fees</b>	
Admin	\$25.00
Storage	\$25.00/Day up to 30 days \$50.00/Month after first 30 days
Tow Fee	\$225.00 + Taxes + Fees

<b>CHAPTER 22 – OFFENSES &amp; MISCELLANEOUS PROVISIONS, ARTICLE II CURFEW</b>	
Curfew Violations	\$125.00

<b>CHAPTER 24 – TRANSIENT MERCHANTS, FOOD TRUCKS, PEDDLERS &amp; SOLICITORS</b>	
<b>Annual License Application Fee</b>	\$150.00
Each Additional Solicitor	\$50.00
<b>Food Truck License Application Fees</b>	
Daily	\$25.00
Weekly	\$75.00
Yearly – Max Of 21 Days Of Service	\$150.00
Yearly – No More Than 21 Days In 1 Location	\$250.00

<b>CHAPTER 26 – SOLID WASTE MANAGEMENT, ARTICLE II COLLECTION</b>	
Generally Each Person Injured, Combined Single Limit Coverage, Together with Evidence of Worker’s Compensation Insurance for the Licensee’s Employees	\$300,000.00
Surety Bond	\$1,000.00
Annual Waste Hauler License Fee	<del>\$2</del> 150.00

## 2026 FEE SCHEDULE

<b>CHAPTER 30 – STREETS &amp; SIDEWALKS, ARTICLE II EXCAVATIONS STREET OPENINGS</b>	
Annual Excavation License Fee	\$60.00
Bond	\$5,000.00
Liability Insurance	\$100,000.00 to \$300,000.00 depending on size of Project/Excavation
<b>Right-Of-Way Permits</b>	
Annual Registration Fee	\$140.00
<a href="#">Inspection Fee</a>	<a href="#">\$125.00/Hour</a>
Excavation Permit Hole	\$160.00
Excavation Permit Hole - New Development	\$80.00
Trench Base	\$160.00 + \$0.40 per lineal foot over 100 feet + \$0.20 per lineal foot over 100 feet new development
Obstruction Permit Fee	\$100.00
Permit Extension Fee	\$30.00
Delay Penalty	\$60.00 Additional \$10.00 for each day after 3 days
Public Right-of-Way Vacation	\$175.00
Mailbox Post Assembly (Drop-Off)	\$150.00

<b>CHAPTER 32 – SUBDIVISIONS</b>	
Subdivision with Public Improvements – Preliminary Plat Escrow (remaining amount refundable)	\$10,000.00+ \$500.00/lot for subdivisions with 30 or more lots
Subdivision without Public Improvements – Preliminary Plat Escrow (remaining amount refundable)	\$1,000.00
Administrative Lot Line Adjustments	\$100.00
Sketch Plan Review Application	\$100.00 + \$500.00 Escrow
Preliminary Plat Application	\$450.00 + \$70.00/Lot
Final Plat Application	\$200.00 + \$1,000.00 Escrow
Parkland Dedication Fee (when accepted in lieu of land dedication)	\$1,500.00 Park Dedication \$300.00 Trail Dedication
Topographic Map	\$20.00/acre

<b>CHAPTER 34 – TRAFFIC – ARTICLE II OPERATION, ARTICLE III PARKING, ARTICLE IV OFF ROAD VEHICLES</b>	
Excessive Acceleration	\$75.00
Winter Parking (2:00 am - 12:00 pm)	\$75.00
Operating a Dirt Bike on the Roadway	\$75.00

## 2026 FEE SCHEDULE

<b>CHAPTER 36 – UTILITIES</b>		
Delinquent/Late Utility Bill Fee		5% Of Current Bill
<b>Article II Water</b>		
Residential	Base Fee (5/8" to 7/8" Meter)	<u>\$44.6946.26</u>
Residential	Per 100gal/20,000 or less	\$. <u>003693003822</u> /gallon
Residential	Per 100gal/20,000 or more	\$. <u>004615004776</u> /gallon
Commercial	Per 100gal/62,000 or less	\$. <u>003693003822</u> /gallon
Commercial	Per 100gal/62,000 or more	\$. <u>004615004776</u> /gallon
Commercial	<b>Base Fees – Meter Size</b>	
	1"	<u>\$62.5664.75</u>
	1 1/2"	<u>\$80.4383.24</u>
	2"	<u>\$129.60134.13</u>
	3"	<u>\$491.54508.75</u>
Curb Stop Water Connection (WAC)		\$3,990.00
<b>Bulk Water Sale</b>		\$25.00/Month + \$.004615/gallon
	≤2,000 gallons	\$25.00/month
	>2,000 gallons	\$25.00/month + \$. <u>004615004776</u> /gallon
<b>Water Meter Costs</b>		
	5/8" x 3/4" Meters	<u>\$593.00440.97</u>
	All Other Meters	Cost of Meter + \$75 Admin. Fee
	Turn <b>ON</b> Water Seasonal or leak repair	\$50.00
	Turn <b>OFF</b> Water Seasonal or leak repair	\$0.00
	Inspection Fee	\$70.00
	Re-Inspection	<u>\$63.2570.00</u>
	Emergency Call Out/After Hours Fee	<u>\$185.88206.85</u>
	Turn On/Off Curb Stop Citation	\$100.00
<b>Lawn Sprinkler Systems</b>		
	Sprinkler System Installation Permit Fee	\$30.00 + State Surcharge
	Alternate Water Source Installation Permit Fee	\$30.00 + State Surcharge
	Cross Connection Inspection Fee	\$30.00 + State Surcharge
	Alternate Water Source Sign	\$15.00
	New Seed or Sod – 30 Day Permit	\$0.00
Watering Restriction Penalties – Within 12 Month Period		
	1st Violation	Warning
	2nd Violation	\$50.00
	3rd Violation	\$100.00
	4th Violation	\$200.00
	5th Violation	Service Disconnection

## 2026 FEE SCHEDULE

<b>CHAPTER 36 – UTILITIES (Continued)</b>	
<b>Article III – Sewer</b>	
Sanitary Sewer Connection + Installation (SAC)	\$4,550.00
Base Fee	\$31.44
Cost Per Gallons	\$.0134/Gallon
<b>Connection Fees</b>	
Inspection	\$70.00
Re-Inspection	\$70.00
Corporate Connections	\$70.00
Installer’s License Public Liability Insurance	\$100,000.00 to \$300,000.00 Depending on size of project
Bond	\$2,000.00
<b>Surface Water Management (Determined by land use designation)</b>	
Agricultural/Single Family Residential/One and Two Family Residential/Rural Residential	\$9.7499/Parcel/Quarter
High Density Residential/Manufactured Homes	\$78.8880.93/Acre/Quarter
Commercial	\$78.8880.93/Acre/Quarter
Central Business	\$78.8880.93/Acre/Quarter
Office and Health Care	\$78.8880.93/Acre/Quarter
Industrial (Urban)	\$102.25104.91/Acre/Quarter
Industrial (Non-Urban)	\$9.749.99/Parcel/Quarter
Carlos Avery WMA (Exempt)	\$0.00
<b>Article V – Subsurface Sewage Treatment Systems (SSTS)</b>	
Design Change – Redesign	\$50.00
Design Change – Relocate	\$100.00
Soil Site Verification – Prior To Or Without Permit Application	\$100.00
Expired permit renewal	\$100.00
Re-Inspection	\$63.25/Trip
On-Site Meeting (Requested By Designer/Applicant)	\$100.00
<b>SSTS Permit</b>	
Repair Only – Lateral Replacement, Convert To Holding Tank	\$50.00
Nonpressurized System	\$200.00
Pressurized System	\$250.00
Tank Only	\$50.00
Pretreatment Addition	\$150.00
Type IV & V – Up to 4,999 Gallons/Day	\$500.00
Midsized – 5,000-9,999 Gallons/Day	\$500.00 + Any Associated Engineering Fees
Midsized System Hookup – Without Individual Tanks	\$70.00
Midsized – Tank Only	\$150.00
<b>Operating Permit</b>	
Single Family/Residential – For Life Of System	\$25.00/Year
Commercial up to 4,999 gallons/day	\$50.00/Year
Commercial 5,000 to 9,999 gallons/day	\$100.00/Year + Any Associated Engineering Fees

## 2026 FEE SCHEDULE

<b>CHAPTER 36 – UTILITIES (Continued)</b>	
<b>Land Application Site</b>	
50 Acres Or Less – 5 Year Permit	\$150.00
Greater than 50 acres – 5 Year Permit	\$250.00
Permit Renewal	\$50.00
<b>Compliance Inspection</b>	\$200.00
Tank Only	\$100.00
Tank Abandonment Certificate – Performed Upon Request	\$100.00
Winter	\$250.00
<b>Driveway Permit</b>	\$50.00 + Cost of Culvert

<b>CHAPTER 40 – ZONING</b>	
Fee for Zoning Ordinance Amendment	\$220.00 + \$1,00.00 Escrow
Conditional Use Permit Application Non-Commercial/Residential	\$220.00 + \$1,00.00 Escrow
Conditional Use Permit Application Commercial	\$220.00 + \$1,000.00 Escrow
PUD Application	\$220.00 + \$1,000.00 Escrow
Mixed Use Development Application	\$220.00 + \$1,000.00 Escrow
Zoning Letter	\$50.00
<a href="#">Application to appeal Zoning Administrator decision</a>	<a href="#">\$500.00</a>
<b>Wetland Service Requests</b>	
No-Loss & Exemption Determination	\$250.00 fee + \$500.00 Escrow
Delineation Approval (less than 10 acre site)*	\$250.00 fee + \$750.00 Escrow
Delineation Approval (10 acre site or larger)*	\$350.00 fee + \$750.00 Escrow
Replacement Plan Application (less than 10 acre site)	\$500.00 fee + \$750.00 Escrow
Replacement Plan Application (10 acre site or larger)	\$750.00 fee + \$1,000.00 Escrow
Wetland Banking Application (10 acre site or larger)	\$1,000.00 fee + \$1,500.00 Escrow
Annual Wetland Mitigation Monitoring	\$500.00 fee + \$1,000.00 Escrow
Other Wetland Services	\$200.00 fee + \$500.00 Escrow
<b>Site Plan Approval</b>	\$220.00 + \$1,000.00 Escrow
Major Amendment to Site Plan	\$220.00 + \$1,000.00 Escrow
Minor Amendment to Site Plan	\$175.00
<b>Variance Application</b>	\$220.00 + \$1,00.00 Escrow
Sign Permit Application – Permanent	\$75.00
Sign Permit Application – Temporary	\$50.00
Tree Mitigation Fee	\$100.00/Caliper Inch
Agricultural Building Site Permit	\$30.00
City Attorney	Per current contract rate schedule
City Engineer Plan Review & Inspections	Per current contract rate schedule

## 2026 FEE SCHEDULE

<b>OFFICE ADMINISTRATION FEES</b>	
City Map	\$10.00
Color Zoning Map	\$12.00
Photocopies – 1 to 100 pages (MN Statute, section 13.03)	\$0.25/Page
Photocopies – 101+ pages (MN Statute, section 13.03)	Actual cost of data collection and copies
Photocopies – Plotter (Black/White)	\$.30/Lineal Foot
Photocopies – Plotter (Color)	\$.55/Lineal Foot
Scan – Plotter	\$1.00/Page
Faxing	\$1.00/Page
Administrative – Assessment Certification Fee	\$15.00/Parcel
Assessment Search	\$25.00
NSF Check Charge (Non-Sufficient Funds)	\$35.00
ACH/EFT Reject Fee	\$15.00
Notary Stamp	\$1.00/Document
Election Filing Fee	\$2.00

<b>PAVILION &amp; FIELD RENTAL FEES</b>	
Park Pavilion Rental (up to 4 hours)	\$100.00 Refundable Damage Deposit + \$ <del>9</del> <u>45</u> .00 For Residents or \$ <del>7</del> <u>25</u> .00 For Non-Residents
Softball & Soccer Fields	\$10.00 for up to 2 hours/field
Tournament Play	\$150.00/Day/Field

## 2026 FEE SCHEDULE

<b>PUBLIC WORKS FEES</b>	
<b>Equipment</b>	
½ Ton Pick-Up	\$ <del>40.00</del> <u>35.75</u> /Hour
¾ Ton Pick-Up	\$ <del>45.00</del> <u>34.59</u> /Hour
<a href="#">Asphalt Hotbox</a>	<u>\$65.00</u> /Hour
ATV	\$ <del>90.00</del> <u>16.72</u> /Hour
<a href="#">Backpack Blower</a>	<u>\$7.22</u> /Hour
<a href="#">Brush Chipper</a>	<u>\$24.04</u> /Hour
Chain Saw	\$ <del>60.00</del> <u>3.23</u> /Hour
<a href="#">Chain Saw – Pole</a>	<u>\$2.52</u> /Hour
Concrete Saw	\$ <del>70.00</del> <u>12.69</u> /Hour
Discharge Pump	\$ <del>30.00</del> <u>2.43</u> /Hour
Front End Loader	\$ <del>145.00</del> <u>116.74</u> /Hour
Generator	\$ <del>60.00</del> <u>8.12</u> /Hour
Hand Operated Compactor	\$ <del>40.00</del> <u>15.52</u> /Hour
Mini Excavator	\$ <del>100.00</del> <u>57.14</u> /Hour
Road Grader - 14 Feet	\$ <del>170.00</del> <u>159.04</u> /Hour
Salt Brine	\$.25 Cents/Gallon
Sewer Crane Truck	<u>\$295.00</u> /Hour
Single Axle Dump Truck	\$ <del>100.00</del> <u>55.28</u> /Hour
Skid Steer	\$ <del>88.00</del> <u>45.23</u> /Hour
Street Sweeper	\$ <del>150.00</del> <u>134.00</u> /Hour
Tandem Axle Dump Truck	\$ <del>128.00</del> <u>120.74</u> /Hour
Tractor	\$ <del>100.00</del> <u>70.76</u> /Hour
Trailer	\$ <del>60.00</del> <u>13.61</u> /Hour
Vacuum Truck	\$ <del>150.00</del> <u>99.66</u> /Hour
Walk Behind Striper	\$ <del>30.00</del> <u>14.75</u> /Hour
<b>Labor Hours</b>	
Labor	\$ <del>43.78</del> <u>45.99</u> /Hour
Overtime Labor	\$ <del>61.96</del> <u>68.95</u> /Hour

## 2026 FEE SCHEDULE

<b>CHAPTER 4 – ALCOHOLIC BEVERAGES &amp; TOBACCO</b>	
Non-intoxicating On/Sale	\$220.00
Non-intoxicating Off/Sale	\$35.00
Intoxicating Liquor On/Sale	\$3,150.00
Intoxicating Liquor Off/Sale	\$100.00
Intoxicating Liquor Sunday	\$200.00
Temporary Liquor License	\$100.00
Tobacco License	\$90.00

<b>CHAPTER 6 – AMUSEMENTS &amp; ENTERTAINMENTS</b>	
Lawful Gambling	10% contribution to City
Application Fee (Bingo, etc.)	\$25.00
Maximum Investigation Fee for State License	\$100.00

<b>CHAPTER 8 – ANIMALS, ARTICLE II DOG LICENSE</b>	
Dog at Large	\$75.00
Dangerous Dog	\$200.00

<b>CHAPTER 10 – BUILDING PERMITS</b>	
Building Permit, Silt Fence Escrow (90% refundable)	\$900.00
Building Permit, Drainage Plan Escrow, Commercial/Industrial (90% refundable)	\$1,300.00
Building Permit, Drainage Plan Escrow, Residential (90% refundable)	\$275.00
<b>Building Permit Fees (Based On Project Valuation)</b>	
Plan Review Fee	65% of Building Permit Fee
State Surcharge	Per MN Statute 326B.148
\$1.00 to \$500.00	\$28.00
\$501.00 to \$2,000.00	\$28.00 for the first \$500.00 + \$3.70 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$83.50 for the first \$2,000.00 + \$16.55 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$464.15 for the first \$25,000.00 + \$12.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$764.15 for the first \$50,000.00 + \$8.45 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,186.65 for the first \$100,000.00 + \$6.75 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,886.65 for the first \$500,000.00 + \$5.50 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00+	\$6,636.65 for the first \$1,000,000.00 + \$4.50 for each additional \$1,000.00, or fraction thereof

## 2026 FEE SCHEDULE

<b>CHAPTER 10 – BUILDING PERMIT (Continued)</b>	
<b>Building Permit Fees: No Valuation (Group IRC 1, 2, 3, &amp; 4 Occupancies)</b>	
Plan Review Fee	\$0.00
Manufactured Home Installation (in park)	\$80.00 + State Surcharge
Residing	\$80.00 + State Surcharge
Reroofing	\$80.00 + State Surcharge
Window & Door Replacement	\$80.00 + State Surcharge
Fence	>7' in height - \$50.00 + State Surcharge ≤7' in height - \$50.00
Demolition	\$50.00 + State Surcharge
Swimming Pools	\$80.00 + State Surcharge
Solar	\$80.00 + State Surcharge
<b>Building Permit Fees: Value Less than \$10,000.00 (Group IRC 1, 2, 3, &amp; 4 Occupancies)</b>	
Plan Review Fee	\$0.00
Decks	\$80.00 + State Surcharge
Handicap Accessible Ramps	\$80.00 + State Surcharge
Remodeling	\$80.00 + State Surcharge
Finishing Unfinished Space	\$80.00 + State Surcharge
Storage Buildings (Under 250 square feet)	\$80.00 + State Surcharge
Gazebos (Under 250 square feet)	\$80.00 + State Surcharge
<b>Plumbing, Heating, Fire Alarms &amp; Automatic Fire Protection System Permit Fees (Based On Project Cost)</b>	
≤\$300.00 – Residential & Commercial	\$15.00 + State Surcharge
\$400.00 – Residential & Commercial	\$20.00 + State Surcharge
\$500.00 – Residential & Commercial	\$25.00 + State Surcharge
\$600.00+ – Residential	\$50.00 + State Surcharge
\$600.00+ – Commercial	\$50.00 + 1% Of Value + State Surcharge
<b>Grading Permit Fees (Based on Cubic Yards of Material)</b>	
≤50 cubic yards	\$23.50
51 to 100 cubic yards	\$37.00
101 to 1,000 cubic yards	\$37.00 for the first 100 cubic yards plus \$17.50 for each additional 100 cubic yards or fraction thereof
1,001 to 10,000 cubic yards	\$194.50 for the first 1,000 cubic yards, plus \$14.50 for each additional 1,000 cubic yards or fraction thereof
10,001 to 100,000 cubic yards	\$325.00 for the first 10,000 cubic yards, plus \$66.00 for each additional 10,000 cubic yards or fraction thereof
100,001+ cubic yards	\$919.00 for the first 100,000 cubic yards, plus \$36.50 for each additional 10,000 cubic yards or fraction thereof
<b>Grading Plan Review Fee (Based on Cubic Yards of Material)</b>	
State Surcharge	Per MN Statute 326B.148
≤50 cubic yards	\$0.00
51 to 100 cubic yards	\$23.50
101 to 1,000 cubic yards	\$37.00
1,001 to 10,000 cubic yards	\$49.25
10,001 to 100,000 cubic yards	\$49.25 for the first 10,000 cubic yards, plus \$24.50 for each additional 10,000 yards or fraction thereof
100,001 to 200,000 cubic yards	\$269.75 for the first 100,000 cubic yards, plus \$13.25 for each additional 10,000 cubic yards or fraction thereof
200,001+ cubic yards	\$402.25 for the first 200,000 cubic yards, plus \$7.25 for each additional 10,000 cubic yards or fraction thereof

## 2026 FEE SCHEDULE

<b>CHAPTER 10 – BUILDING PERMIT (Continued)</b>	
<b>Other Inspections and Fees</b>	
Investigation Fee (Work Done Without Obtaining a Permit)	Equal to Permit Fee
Gas Piping Installers License	\$25.00
Inspections Outside Of Normal Business Hours (Minimum Charge – 2 Hours)	\$63.25/Hour <sup>1</sup>
Re-Inspection fees	\$63.25/Hour <sup>1</sup>
Inspections For Which No Fee Is Specifically Indicated (Minimum Charge – 30 Minutes)	\$63.25/Hour <sup>1</sup>
Additional Plan Review – Due To Changes, Additions or Revisions Of Plans (Minimum Charge – 30 Minutes)	\$63.25/Hour <sup>1</sup>
Use Of Outside Consultants (For plan checking and/or inspections) <ol style="list-style-type: none"> <li>1. Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved</li> <li>2. Actual costs include administrative and overhead costs</li> </ol>	Actual costs <sup>2</sup>

<b>CHAPTER 12 – BUSINESSES, ARTICLE II SAUNAS &amp; MASSAGE, DIVISION 2 LICENSE &amp; CERTIFICATE</b>	
<b>Massage License</b>	\$515.00
Initial Investigation Fee	\$515.00
Annual Massage Therapist License Fee	\$50.00
Initial Investigation Fee for Massage Building Occupancy Certificate	\$515.00
Annual Building Occupancy Certificate Fee	\$150.00
<b>Cannabis Retail Registration</b>	
Initial Registration Fee	\$500.00 or up to half the amount of the applicable initial license fee under Minn. Stat. 342.11, whichever is less
Renewal Registration Fee	\$1,000.00 or up to half the amount of the applicable initial license fee under Minn. Stat. 342.11, whichever is less
Civil Penalty	\$2,000.00
<b>Lower-Potency Hemp Edible Retailer Registration</b>	
Initial Registration Fee	\$125.00
Renewal Registration Fee	\$125.00

<b>CHAPTER 16 – ENVIRONMENT, ARTICLE I GENERAL, ARTICLE II NUISANCES</b>	
No On-Street Parking (2:00 am - 6:00 am)	\$25.00
Noise Complaints	\$125.00
Prohibited Storage/Nuisance Property	\$125.00

<b>CHAPTER 18 – FIRE PREVENTION &amp; PROTECTION</b>	
Daily License Fee for Fireworks Display	\$15.00
Operational Permit (Fire Code)	\$50.00
Special Event Fire Department Fee	\$18.54/Hr

<b>CHAPTER 20 – POLICE ADMINISTRATION FEES</b>	
--	--

## 2026 FEE SCHEDULE

Printed Police Reports	\$0.25/Page up to 100 pages (actual cost thereafter)
Motor Vehicle Reports	\$0.25/Page
Videos, Photographs, Electronic Storage Devices	\$10.00 + Cost
Administrative Traffic Citations	\$60.00
Special Event Officer Fee	\$88.49/hr (Min. of 4 Hours) + \$25/Vehicle
<b>Impound Lot Fees</b>	
Admin	\$25.00
Storage	\$25.00/Day up to 30 days \$50.00/Month after first 30 days
Tow Fee	\$225.00 + Taxes + Fees

<b>CHAPTER 22 – OFFENSES &amp; MISCELLANEOUS PROVISIONS, ARTICLE II CURFEW</b>	
Curfew Violations	\$125.00

<b>CHAPTER 24 – TRANSIENT MERCHANTS, FOOD TRUCKS, PEDDLERS &amp; SOLICITORS</b>	
Annual License Application Fee	\$150.00
Each Additional Solicitor	\$50.00
<b>Food Truck License Application Fees</b>	
Daily	\$25.00
Weekly	\$75.00
Yearly – Max Of 21 Days Of Service	\$150.00
Yearly – No More Than 21 Days In 1 Location	\$250.00

<b>CHAPTER 26 – SOLID WASTE MANAGEMENT, ARTICLE II COLLECTION</b>	
Generally Each Person Injured, Combined Single Limit Coverage, Together with Evidence of Worker’s Compensation Insurance for the Licensee’s Employees	\$300,000.00
Surety Bond	\$1,000.00
Annual Waste Hauler License Fee	\$250.00

## 2026 FEE SCHEDULE

<b>CHAPTER 30 – STREETS &amp; SIDEWALKS, ARTICLE II EXCAVATIONS STREET OPENINGS</b>	
Annual Excavation License Fee	\$60.00
Bond	\$5,000.00
Liability Insurance	\$100,000.00 to \$300,000.00 depending on size of Project/Excavation
<b>Right-Of-Way Permits</b>	
Annual Registration Fee	\$140.00
Inspection Fee	\$125.00/Hour
Excavation Permit Hole	\$160.00
Excavation Permit Hole - New Development	\$80.00
Trench Base	\$160.00 + \$0.40 per lineal foot over 100 feet + \$0.20 per lineal foot over 100 feet new development
Obstruction Permit Fee	\$100.00
Permit Extension Fee	\$30.00
Delay Penalty	\$60.00 Additional \$10.00 for each day after 3 days
Public Right-of-Way Vacation	\$175.00
Mailbox Post Assembly (Drop-Off)	\$150.00

<b>CHAPTER 32 – SUBDIVISIONS</b>	
Subdivision with Public Improvements – Preliminary Plat Escrow (remaining amount refundable)	\$10,000.00+ \$500.00/lot for subdivisions with 30 or more lots
Subdivision without Public Improvements – Preliminary Plat Escrow (remaining amount refundable)	\$1,000.00
Administrative Lot Line Adjustments	\$100.00
Sketch Plan Review Application	\$100.00 + \$500.00 Escrow
Preliminary Plat Application	\$450.00 + \$70.00/Lot
Final Plat Application	\$200.00 + \$1,000.00 Escrow
Parkland Dedication Fee (when accepted in lieu of land dedication)	\$1,500.00 Park Dedication \$300.00 Trail Dedication
Topographic Map	\$20.00/acre

<b>CHAPTER 34 – TRAFFIC – ARTICLE II OPERATION, ARTICLE III PARKING, ARTICLE IV OFF ROAD VEHICLES</b>	
Excessive Acceleration	\$75.00
Winter Parking (2:00 am - 12:00 pm)	\$75.00
Operating a Dirt Bike on the Roadway	\$75.00

## 2026 FEE SCHEDULE

<b>CHAPTER 36 – UTILITIES</b>		
Delinquent/Late Utility Bill Fee		5% Of Current Bill
<b>Article II Water</b>		
Residential	Base Fee (5/8" to 7/8" Meter)	\$46.26
Residential	Per 100gal/20,000 or less	\$.003822/gallon
Residential	Per 100gal/20,000 or more	\$.004776/gallon
Commercial	Per 100gal/62,000 or less	\$.003822/gallon
Commercial	Per 100gal/62,000 or more	\$.004776/gallon
Commercial	<b>Base Fees – Meter Size</b>	
	1"	\$64.75
	1 1/2"	\$83.24
	2"	\$134.13
	3"	\$508.75
Curb Stop Water Connection (WAC)		\$3,990.00
<b>Bulk Water Sale</b>		\$25.00/Month + \$.004615/gallon
	≤2,000 gallons	\$25.00/month
	>2,000 gallons	\$25.00/month + \$.004776/gallon
<b>Water Meter Costs</b>		
	5/8" x 3/4" Meters	\$440.97
	All Other Meters	Cost of Meter + \$75 Admin. Fee
	Turn <b>ON</b> Water Seasonal or leak repair	\$50.00
	Turn <b>OFF</b> Water Seasonal or leak repair	\$0.00
	Inspection Fee	\$70.00
	Re-Inspection	\$70.00
	Emergency Call Out/After Hours Fee	\$206.85
	Turn On/Off Curb Stop Citation	\$100.00
<b>Lawn Sprinkler Systems</b>		
	Sprinkler System Installation Permit Fee	\$30.00 + State Surcharge
	Alternate Water Source Installation Permit Fee	\$30.00 + State Surcharge
	Cross Connection Inspection Fee	\$30.00 + State Surcharge
	Alternate Water Source Sign	\$15.00
	New Seed or Sod – 30 Day Permit	\$0.00
Watering Restriction Penalties – Within 12 Month Period		
	1st Violation	Warning
	2nd Violation	\$50.00
	3rd Violation	\$100.00
	4th Violation	\$200.00
	5th Violation	Service Disconnection

## 2026 FEE SCHEDULE

<b>CHAPTER 36 – UTILITIES (Continued)</b>	
<b>Article III – Sewer</b>	
Sanitary Sewer Connection + Installation (SAC)	\$4,550.00
Base Fee	\$31.44
Cost Per Gallons	\$.0134/Gallon
<b>Connection Fees</b>	
Inspection	\$70.00
Re-Inspection	\$70.00
Corporate Connections	\$70.00
Installer’s License Public Liability Insurance	\$100,000.00 to \$300,000.00 Depending on size of project
Bond	\$2,000.00
<b>Surface Water Management (Determined by land use designation)</b>	
Agricultural/Single Family Residential/One and Two Family Residential/Rural Residential	\$9.99/Parcel/Quarter
High Density Residential/Manufactured Homes	\$80.93/Acre/Quarter
Commercial	\$80.93/Acre/Quarter
Central Business	\$80.93/Acre/Quarter
Office and Health Care	\$80.93/Acre/Quarter
Industrial (Urban)	\$104.91/Acre/Quarter
Industrial (Non-Urban)	\$9.99/Parcel/Quarter
Carlos Avery WMA (Exempt)	\$0.00
<b>Article V – Subsurface Sewage Treatment Systems (SSTS)</b>	
Design Change – Redesign	\$50.00
Design Change – Relocate	\$100.00
Soil Site Verification – Prior To Or Without Permit Application	\$100.00
Expired permit renewal	\$100.00
Re-Inspection	\$63.25/Trip
On-Site Meeting (Requested By Designer/Applicant)	\$100.00
<b>SSTS Permit</b>	
Repair Only – Lateral Replacement, Convert To Holding Tank	\$50.00
Nonpressurized System	\$200.00
Pressurized System	\$250.00
Tank Only	\$50.00
Pretreatment Addition	\$150.00
Type IV & V – Up to 4,999 Gallons/Day	\$500.00
Midsized – 5,000-9,999 Gallons/Day	\$500.00 + Any Associated Engineering Fees
Midsized System Hookup – Without Individual Tanks	\$70.00
Midsized – Tank Only	\$150.00
<b>Operating Permit</b>	
Single Family/Residential – For Life Of System	\$25.00/Year
Commercial up to 4,999 gallons/day	\$50.00/Year
Commercial 5,000 to 9,999 gallons/day	\$100.00/Year + Any Associated Engineering Fees

## 2026 FEE SCHEDULE

<b>CHAPTER 36 – UTILITIES (Continued)</b>	
<b>Land Application Site</b>	
50 Acres Or Less – 5 Year Permit	\$150.00
Greater than 50 acres – 5 Year Permit	\$250.00
Permit Renewal	\$50.00
<b>Compliance Inspection</b>	\$200.00
Tank Only	\$100.00
Tank Abandonment Certificate – Performed Upon Request	\$100.00
Winter	\$250.00
<b>Driveway Permit</b>	\$50.00 + Cost of Culvert

<b>CHAPTER 40 – ZONING</b>	
Fee for Zoning Ordinance Amendment	\$220.00 + \$1,00.00 Escrow
Conditional Use Permit Application Non-Commercial/Residential	\$220.00 + \$1,00.00 Escrow
Conditional Use Permit Application Commercial	\$220.00 + \$1,000.00 Escrow
PUD Application	\$220.00 + \$1,000.00 Escrow
Mixed Use Development Application	\$220.00 + \$1,000.00 Escrow
Zoning Letter	\$50.00
Application to appeal Zoning Administrator decision	\$500.00
<b>Wetland Service Requests</b>	
No-Loss & Exemption Determination	\$250.00 fee + \$500.00 Escrow
Delineation Approval (less than 10 acre site)*	\$250.00 fee + \$750.00 Escrow
Delineation Approval (10 acre site or larger)*	\$350.00 fee + \$750.00 Escrow
Replacement Plan Application (less than 10 acre site)	\$500.00 fee + \$750.00 Escrow
Replacement Plan Application (10 acre site or larger)	\$750.00 fee + \$1,000.00 Escrow
Wetland Banking Application (10 acre site or larger)	\$1,000.00 fee + \$1,500.00 Escrow
Annual Wetland Mitigation Monitoring	\$500.00 fee + \$1,000.00 Escrow
Other Wetland Services	\$200.00 fee + \$500.00 Escrow
<b>Site Plan Approval</b>	\$220.00 + \$1,000.00 Escrow
Major Amendment to Site Plan	\$220.00 + \$1,000.00 Escrow
Minor Amendment to Site Plan	\$175.00
<b>Variance Application</b>	\$220.00 + \$1,00.00 Escrow
Sign Permit Application – Permanent	\$75.00
Sign Permit Application – Temporary	\$50.00
Tree Mitigation Fee	\$100.00/Caliper Inch
Agricultural Building Site Permit	\$30.00
City Attorney	Per current contract rate schedule
City Engineer Plan Review & Inspections	Per current contract rate schedule

## 2026 FEE SCHEDULE

<b>OFFICE ADMINISTRATION FEES</b>	
City Map	\$10.00
Color Zoning Map	\$12.00
Photocopies – 1 to 100 pages (MN Statute, section 13.03)	\$0.25/Page
Photocopies – 101+ pages (MN Statute, section 13.03)	Actual cost of data collection and copies
Photocopies – Plotter (Black/White)	\$.30/Lineal Foot
Photocopies – Plotter (Color)	\$.55/Lineal Foot
Scan – Plotter	\$1.00/Page
Faxing	\$1.00/Page
Administrative – Assessment Certification Fee	\$15.00/Parcel
Assessment Search	\$25.00
NSF Check Charge (Non-Sufficient Funds)	\$35.00
ACH/EFT Reject Fee	\$15.00
Notary Stamp	\$1.00/Document
Election Filing Fee	\$2.00

<b>PAVILION &amp; FIELD RENTAL FEES</b>	
Park Pavilion Rental (up to 4 hours)	\$100.00 Refundable Damage Deposit + \$45.00 For Residents or \$75.00 For Non-Residents
Softball & Soccer Fields	\$10.00 for up to 2 hours/field
Tournament Play	\$150.00/Day/Field

## 2026 FEE SCHEDULE

<b>PUBLIC WORKS FEES</b>	
<b>Equipment</b>	
½ Ton Pick-Up	\$35.75/Hour
¾ Ton Pick-Up	\$34.59/Hour
ATV	\$16.72/Hour
Backpack Blower	\$7.22/Hour
Brush Chipper	\$24.04/Hour
Chain Saw	\$3.23/Hour
Chain Saw – Pole	\$2.52/Hour
Concrete Saw	\$12.69/Hour
Discharge Pump	\$2.43/Hour
Front End Loader	\$116.74/Hour
Generator	\$8.12/Hour
Hand Operated Compactor	\$15.52/Hour
Mini Excavator	\$57.14/Hour
Road Grader - 14 Feet	\$159.04/Hour
Salt Brine	\$.25 Cents/Gallon
Sewer Crane Truck	\$25.00/Hour
Single Axle Dump Truck	\$55.28/Hour
Skid Steer	\$45.23/Hour
Street Sweeper	\$134.00/Hour
Tandem Axle Dump Truck	\$120.74/Hour
Tractor	\$70.76/Hour
Trailer	\$13.61/Hour
Vacuum Truck	\$99.66/Hour
Walk Behind Striper	\$14.75/Hour
<b>Labor Hours</b>	
Labor	\$45.99/Hour
Overtime Labor	\$68.95/Hour

**RESOLUTION NO. 26-01-02**

**A RESOLUTION ESTABLISHING THE ANNUAL FEES  
FOR CITY SERVICES FOR 2026**

**WHEREAS**, the City of Wyoming by law may charge reasonable fees for goods and services provided; and

**WHEREAS**, the fees by law must bear a reasonable relationship to the actual cost of providing said goods and services; and

**WHEREAS**, City staff has duly researched the true costs of providing such goods and services and has proposed fee increases to reflect those true costs and anticipated increases in City costs and probably decreases in City revenues.

**NOW, THEREFORE, BE IT RESOLVED** the attached list of fees *2026 City of Wyoming Fee Schedule* for goods and services provided by the City of Wyoming is hereby adopted.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 6TH  
DAY OF JANUARY, 2026.**

**CITY OF WYOMING**

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

**ATTEST:**

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



# Request for Council Action

Date: January 2, 2026

Presented to: Mayor Iverson and City Council Members

Presented by: Grant MacFarlane, Assistant City Administrator

Department: Administration

Reference: Electronic Fund Transfer Approval

Method: Annual Meeting

**Background Information:**

The City's auditor has requested for best practice that we annually adopt an Electronic Fund Transfer and Payment of Claims resolution. The purpose of the resolution is to give the City Administrator authorization to pay or transfer funds electronically prior to approval by the City Council.

All transfers are still required to be put on the claims register for Council review at the relevant Regular City Council Meeting, regardless of when the transfer is completed. One example of this being useful would be during annual bond payments for outstanding debt. In this situation, the City commonly waits until the last eligible day for the payable in order to maintain the large funds in our City accounts where they continue to be invested and earning money. If this is approved, a copy of the resolution will be kept on hand for the auditors and sent to the dispersing financial institution for record.

**Recommendation:** To approve a resolution delegating authority to make electronic funds transfers and payment of claims prior to board approval to the city administrator and their designees for 2026.



**CITY OF WYOMING**

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

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

**RESOLUTION NO. 26-01-03**

**A RESOLUTION DELEGATING AUTHORITY TO MAKE ELECTRONIC FUNDS TRANSFERS AND PAYMENT OF CLAIMS PRIOR TO BOARD APPROVAL TO THE CITY ADMINISTRATOR AND THEIR DESIGNEES FOR 2026**

**WHEREAS**, Minnesota Statute 471.38 Subd. 3a. requires the City Council annually delegate authority to make electronic funds transfers; and

**WHEREAS**, the City uses electronic funds transfers whenever possible as they are much more efficient and eliminates the risk of lost or mishandled check payments; and

**WHEREAS**, all electronic transfers are subject to:

1. Annual City Council designation of authority to the City Administrator and their designee.
2. Certified Copy of Designation to be kept with disbursing bank.
3. The City's internal control procedures.
4. A list of all electronic transactions to be submitted for approval to City Council at its next regular meeting.

**NOW, THEREFORE, BE IT RESOLVED THAT** authority to make electronic funds transfers and payment of claims prior to board approval shall be delegated to the City Administrator and their designees.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 6TH DAY OF JANUARY, 2026.**

**CITY OF WYOMING**

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

**ATTEST:**

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

**RESOLUTION NO. 26-01-04**

**A RESOLUTION MAKING APPOINTMENTS TO BOARDS, COMMISSIONS, COMMITTEES, AND BOARD OF TRUSTEES OF FIRE DEPARTMENT VOLUNTEER RELIEF ASSOCIATION – FOR 2026**

**WHEREAS**, the Wyoming City Council is required to make various appointments to Boards and Commissions for purposes of conducting City business; and

**WHEREAS**, The Wyoming City Council shall ratify the appointments made based on the recommendations received according to the bylaws of the various Boards and Commissions for purposes of representing the City Council and its policies.

**NOW, THEREFORE, BE IT RESOLVED**, the Wyoming City Council appointments to various Boards, and as shown in the attached “**Exhibit A**” for calendar year 2026.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 6TH DAY OF JANUARY, 2026.**

**CITY OF WYOMING**

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

**ATTEST:**

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

## Exhibit A

Acting Mayor	<u>Claire Luger</u>
Sewer Commissioner	<u>Claire Luger</u>
Sewer Commissioner	<u>Lisa Iverson</u>
Sewer Commissioner Alternate #1	<u>Brett Ohnstad</u>
Sewer Commissioner Alternate #2	<u>Linda Nanko Yeager</u>
EDA Member	<u>Lisa Iverson</u>
EDA Member	<u>Dennis Schilling</u>
Planning Commission Liaison	<u>Lisa Iverson</u>
Watershed District Representative	<u>OPEN</u>
Park Advisory Commission	<u>Brett Ohnstad</u>
Park Advisory Commission Alternate	<u>Lisa Iverson</u>
Fire Relief Association	<u>Lisa Iverson</u>
Fire Relief Association	<u>Robb Linwood</u>
Fire Relief Association	<u>Jesse Milligan</u>
Emergency Services Officer	<u>Neil Bauer</u>
Highway 8 Task Force	<u>Lisa Iverson</u>
Joint Park/Planning Commission	<u>Brett Ohnstad</u>

### **Planning Commission**

Mark Holl

### **Park Advisory Commission**

Bruce Spangler

Bruce Vukelich

December 23, 2025

To: City of Wyoming

Attn: Grant MacFarlane – Assistant City Administrator

From: Bruce Spangler

Subject: City of Wyoming – Park Advisory Commission

I would like to continue serving on the Commission. I have enjoyed serving as a member since fall 2018, finishing one term and completing two full 3-year terms.

The commissioners have voted for me to be Chair for the last 7 years. I am pleased with the direction the Commission and Council have taken to advance park improvements during that time. Should it be the Council's pleasure, I would like to continue as a commissioner in a new term.

Should you need any other information, or have any questions, please feel free to contact me.

Thank you for your consideration,

Bruce Spangler  
5983 258<sup>th</sup> St  
Wyoming MN 55092  
612-599-4142

12-30-25

To: Mr. Grant MacFarlane  
Assistant City Administrator  
26885 Forest Blvd.  
Wyoming, MN 55092

Dear Grant,

This letter is to serve as my notice that I would be pleased to serve again as a member of the Wyoming PAC in 2026.

Furthermore, I am also informing you that unless it is a requirement that I do so, I would forgo the monthly allowance the City pays me for this service. I am happy to provide whatever I can to this Commission and City without charge.

Respectfully,

Bruce Vukelich  
5481 245<sup>th</sup> St.  
Forest Lake, MN 55025 (Mailing address)

## Fred Weck

---

**From:** mark holl <[REDACTED]>  
**Sent:** Monday, January 5, 2026 11:47 AM  
**To:** Fred Weck  
**Subject:** app

To City of Wyoming : I (Mark Holl) have been a planning commissioner for the past two years ,I would like to apply for another term if the City feels I would be any benefit. Thank you M...holl 24766 Hazel ave F.L.

**RESOLUTION NO. 26-01-05**

**A RESOLUTION DESIGNATING THE OFFICIAL DEPOSITORIES FOR THE CITY OF WYOMING FOR THE CALENDAR YEAR 2026**

**WHEREAS**, in accordance with **Minnesota State Statute 427.01-.12** the City of Wyoming is required to designate an official depository; and

**WHEREAS**, the designated official depository is where the City of Wyoming will conduct its banking; and

**WHEREAS**, the City Council of the City of Wyoming desires to designate the official depositories for the City.

**NOW, THEREFORE, BE IT RESOLVED** the Wyoming City Council hereby designates the following as the official depositories for the City of Wyoming until such time as a new official depository is duly designated:

First State Bank of Wyoming – Wyoming, Minnesota  
Prudent Man Advisors (PMA)  
4M Fund

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 6TH DAY OF JANUARY, 2026.**

**CITY OF WYOMING**

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

**ATTEST:**

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



# Request for Council Action

Date: January 2, 2026

*Presented to:* Mayor Iverson and City Council Members  
*Presented by:* Grant MacFarlane, Assistant City Administrator  
*Department:* Administration  
*Reference:* Acting Mayor  
*Method:* Annual Meeting

**Background Information:**

It is necessary per State Statute to elect an Acting Mayor to serve in the absence of the Mayor during 2026 (Minn. Stat. 412.121).

**Recommendation:** To make a motion to elect a council member to the position of acting mayor for the City of Wyoming in 2026.



**CITY OF WYOMING**

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



# Request for Council Action

Date: January 2, 2026

Presented to: Mayor Iverson and City Council Members  
Presented by: Grant MacFarlane, Assistant City Administrator  
Department: Administration  
Reference: 2026 Regular Meeting Dates City Council  
Method: Annual Meeting

Listed below are the proposed 2026 City Council meeting dates starting at 7:00pm. The meetings are the first and third Tuesday of each month except for those months where the meeting date falls on a holiday in which case the regular meeting will be held the following day.

Dates which have been bolded represent meetings that have been scheduled for a Wednesday due to a City event or holiday that falls on the regular meeting date:

January 6, 2026	May 5, 2026	September 1, 2026
January 20, 2026	May 19, 2026	September 15, 2026
<b>February 2, 2026</b>	June 2, 2026	October 6, 2026
February 17, 2026	June 16, 2026	October 20, 2026
March 3, 2026	July 7, 2026	<b>November 4, 2026</b>
March 17, 2026	July 21, 2026	November 17, 2026
April 7, 2026	<b>August 5, 2026</b>	December 1, 2026
April 21, 2026	August 18, 2026	December 15, 2026

\*February 3, 2026 – Precinct Caucus

\*August 4, 2026 - Night to Unite

\*November 3, 2026 – General Election



---

## City of Wyoming 2027 Budget Process

One of the most important activities undertaken each year by the City is the budget process. The quality of decisions made in the budget process conveys the City's long-range plans and policies for current and future services.

The budget is a financial, planning, and policy document which reflects the allocation of limited revenue among competing uses and serves as a guide for the various departments in implementing their goals and objectives.

Annual budgets are adopted for the General, Capital Projects, Debt Service, and Proprietary Funds. Within the General fund, budgets are prepared for each major department. For example, Administration, Public Safety and Public Works are departments within the General fund.

Budgeted amounts are reported as originally adopted. Budgeted expenditure appropriations lapse at year-end. The City's department heads may make transfers of appropriations within their department. The budgetary level of control is at the department level.

The budget process is a year-round activity because regular reporting is necessary to provide accountability, understanding, and confidence in the City. The City provides different types of reporting to facilitate this process. These reports include: monthly department reports, monthly capital project reports, monthly cash balances reports, budget document, and an audited comprehensive annual financial statement.

The City follows the procedures below in establishing the budget:

The annual budget process begins in May or June of each year. Staff prepares and distributes budget worksheets and instructions for department heads. City Council has a work session to review the budget process. Departmental budgets and 5-year capital requests are due from department heads to the City Administrator. The first draft of the budget is due to the City Administrator at the beginning of July. The City Administrator meets with department heads to discuss individual budget requests. Total budget requests are compared to revenue estimates to ensure that there is funding available to fund the proposed expenditures. Budget revisions from departmental meetings are completed and revisions are incorporated into the first draft of the budget that is presented at the council work session. The City Administrator meets with department heads to discuss and review council feedback from the work session. In early September, the City sets the preliminary levy and the public hearing information which is forwarded to the County Auditor by September 30th each year. In September/October, additional updates are completed before the final presentation of the budget. The County mails parcel specific tax notices in November to property owners providing taxes due the following year based on the preliminary levy. A budget and levy hearing is held in December in accordance with State law. The budget and tax levy are adopted through passage of resolutions.

## Budget Calendar

May 26, 2026	Staff prepares and distributes budget worksheets and instructions for department heads.
June 2, 2026	City Council holds visioning sessions with City Administrator, Department heads to look at long-term plan and adopt short-term strategies and budget objectives.
June 12, 2026	Departmental budgets and 5-year capital requests due from department heads to City Administrator
July 1, 2026	1st draft of budget due to City Administrator.
July 13-17, 2026	Meet with department heads to discuss individual budget requests.
July 17, 2026	Budget revisions from departmental meetings completed.
July 21, 2026	Council work session - first draft of budget presented.
July 27-31, 2026	Additional departmental meetings to discuss and review council feedback from work session.
August 7, 2026	2nd draft of budget due to City Administrator.
August 18, 2026	Council work session –
September 1, 2026	At the Council meeting, the public hearing date on the proposed budget and proposed tax levy are approved by the Council.
By September 29, 2026	City Administrator certifies preliminary levy and hearing date to Chisago County.
September/October	Additional updates/fine tuning of budget before final presentation.
October 16, 2026	Final budget due to City Administrator.
November	County Auditor mails tax notices to each taxpayer.
November 4, 2026	Council work session – final budget presented.
December 1, 2026	Initial Truth-In-Taxation Hearing on 2027 Budget & Levy and adoption of the 2027 Budget and Levy.
December 15, 2026	Final adoption date of the 2027 Budget and Levy - if needed.

**DRAFT MINUTES  
CITY COUNCIL  
WORK SESSION MEETING  
CITY OF WYOMING, MINNESOTA  
DECEMBER 16, 2025  
5:00 PM**

**CALL TO ORDER:**

*Mayor Lisa Iverson called the Budget Work Session Meeting of the Wyoming City Council for December 16, 2025 to order at 5:06 P.M.*

**CALL OF ROLL:**

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

*Absent: Councilmember Claire Luger*

*Also Present: Robb Linwood - City Administrator, Grant MacFarlane - Assistant City Administrator, Fred Weck – Building Official / Zoning Administrator, Mark Erichson – WSB, and Tom Loonan – Eckberg Lammers*

**DETERMINATION OF A QUORUM:**

Mayor Iverson determined a Quorum was present.

**PLEDEGE OF ALLEGIANCE:**

**NEW BUSINESS:**

1. Liberty Ponds HOA request to discuss potential funding mechanism for their community septic system

**City Administrator Linwood** – Provided a brief overview on the previous discussions held between the City and the Liberty Ponds HOA. Stated that there were many members of the HOA present at this meeting and that this was an opportunity for them to speak.

**Adam Lynch, 24134 Helium Ct** – Explained the situation concerning their failing septic system, the steps their HOA has taken to improve their situation, and the potential funding sources which require City assistance.

**Mike West, 24103 Holland Ct** – Shared the history of the septic system and failures of multiple entities which brought about their situation. Highlighted the HOA's conversations with the Minnesota Pollution Control Agency (MPCA) and other government entities and officials. Stated that the HOA was asking for the City to apply and administer a Clean Water Partnership (CWP) Loan through the MPCA, to apply and administer other grants to assist further with funding, and to look into running sewer to their development as a part of the Highway 23 project. Added that the current estimate for the new septic system is roughly \$3 million.

**Andrew Perry, 7814 242nd St** – Stated that it was not uncommon for cities to sponsor CWP loans. Wanted to understand the perspective of the City Council members.

**Paige Ojha, 24420 Holm Oak Ave** – Shared that they moved in during phase one of the development and the financial impact that this situation puts on their household.

**James Sundsrud 24647 Health Ave** - – Stated the financial impact and stress the situation has caused.

**Tim Burden,** – Informed the Council that he moved into his house in August of 2025 and new nothing about the situation until recently. Stated any assistance from the City would be impactful.

**Mike West, 24103 Holland Ct** – Stated that he had only been in his home for two years and that much of the information provided to him from the management company was incorrect. Said that the community needs help to get through the situation.

**Andrew Perry, 7814 242nd St** – Expressed that the HOA was willing to work towards a solution but that they needed a sponsorship from the City to leverage funds.

**Chris Colvin, 24129 Helium Ct** – Thanked the Council for holding this meeting. Was not informed of the septic issues during purchasing process and is seeking support from the Council.

**Nick Kentros, 7584 244TH St** – Asked the Council to help the HOA.

**Taylor Nielson, 24380 Holm Oak Ave** – Explained that they did not anticipate this situation when they bought their home and are now struggling to sell it.

**Shi Xiong, 7642 242ND St** – Communicated the financial burden that this has placed on the members of the HOA.

**Keith Peterson, 7627 242nd St** – Shared that they were not informed of the situation during purchasing process and now needed the City's help. Added that the HOA would take care of everything they could and that they just needed some City assistance.

**Matt Stabenow, 24442 Holm Oak Ave** – Moved in during the initial phase of the development and was unaware of any issues.

**Shannon Carver, 7668 242ND St** – Asked the City to support them in their situation.

**City Administrator Linwood** – Stated that they had heard from many individuals tonight regarding the issue in Liberty Ponds. Shared that the City was familiar with the CWP Loan and that knowing the estimate for the new septic system would assist the City in looking further into it. Added that the City would be seeking additional information from the HOA on additional funding that they mentioned.

**Councilmember Schilling** – Expressed that he was open to all option and wanted more meetings at a staff level.

**Mayor Iverson** – Conveyed the importance of having open and transparent dialog between the City and the members of the HOA.

**Councilmember Nanko-Yeager** – Interested in specific numbers, including the HOA monthly fee, cost for the septic system, and what would be assessed to each homeowner.

**Mike West, 24103 Holland Ct** – Asked what information the Council would be looking for.

**Mark Erichson, WSB** – Shared that there were no plans for sanitary sewer piping in the Highway 31 project, according to Chisago’s engineer. Added that it would be a much larger cost to do this than if a new septic system was installed.

**Councilmember Nanko-Yeager** – Would like to learn more about the City’s liability and how it could impact the City as a whole. Needs to look out for the entire community and how they may be impacted.

**Tom Loonan, Eckberg Lammers** – The CWP program would place the City as the obligator of the debt. The City would need to take additional measures to ensure that the City is not the responsible entity. Added that this was high-level.

**Mike West, 24103 Holland Ct** – Asserted that the HOA was open to discussions with the City on liability and grant reporting concerns.

**Councilmember Ohnstad** – Shared that the Council needed to take care of the whole City but could not burden others outside the HOA that have their own bills. Added that he was happy to be meeting and to seek a solution together.

**Mayor Iverson** – Inquired about the ability to stack the CWP loan with other loans for additional funding.

**Administrator Linwood** – Stated that the City would need to do further diligence on if this was possible.

**MAYOR IVERSON ADJOURNED THE DECEMBER 16, 2025 WORK SESSION MEETING AT 6:42 PM.**

**DRAFT MINUTES  
CITY COUNCIL  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
DECEMBER 16, 2025  
7:00 PM**

**CALL TO ORDER:**

*Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for December 16, 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, and Brett Ohnstad*

*ABSENT: Councilmember Claire Luger*

*Also Present: Tom Loonan, Eckberg Lammers, Robb Linwood, City Administrator, Grant MacFarlane, Assistant City Administrator, Mark Erichson-WSB, and Neil Bauer - Public Safety Director*

**DETERMINATION OF A QUORUM:**

**PLEDGE OF ALLEGIANCE:**

**OPEN FORUM:**

**Matthew Folsom, 6880 221<sup>st</sup> Lane NE** – Stated that they were there to represent the Forest Lake Hockey Association and would like the City Council to consider allowing their organization to rent the Swenson ice rink for practices. Also asked the Council to consider allowing two charitable organizations to operate per establishment.

**City Administrator Linwood** – Noted that the City had not received this request before, and staff could look into the charitable gambling suggestion if the Council directed it. He explained that as long as he has been with the City, the policy on the ice rink has been that it was a community ice rink, and the policy has been that it would not be rented out.

**Council Member Nanko Yeager** – Asked if the City rented out any of its fields.

**City Administrator Linwood** – Explained that the ballfields are somewhat limited, but they do rent out some of the soccer fields. He noted that the City only has one community ice rink and that it is heavily used by the community.

**Council Member Nanko Yeager** – Asked Mr. Folsom if the hockey association may be open to odd hours such as a time when the City did not think the rink would be utilized by the community.

**Mr. Folsom** – Explained that most of the use would be by the youngest players, which means that they cannot be on the ice after 8:00 p.m. He stated that they were looking to be able to have a start time between 5:00 and 7:00 p.m.

**Mayor Iverson** – Stated that the Council would discuss the requests shared by Mr. Folsom.

**APPROVAL OF MINUTES:**

- 1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for December 2, 2025**

**A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY**

**COUNCILMEMBER SCHILLING, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR DECEMBER 2, 2025, AS SUBMITTED.**

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

*Voting Nay: None*

*Abstain: None*

*Absent: Luger*

**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 December 3, 2025, to December 16, 2025
3. To consider **Resolution 25-12-133**, a resolution approving the issuance of various Tobacco, Massage Therapist, and Waste Hauler licenses in the City of Wyoming for the year 2026
4. To consider **Resolution 25-12-134**, a resolution approving the initiation costs for the City of Wyoming joining Metro I Net in the amount of \$10,000.00
5. To consider **Resolution 25-12-135**, a resolution accepting a donation to the City from Casey’s of firewood at the 9<sup>th</sup> Annual Tree Lighting Ceremony at Railroad Park in an estimated value amount of \$100.00
6. To consider **Resolution 25-12-138**, a resolution approving the purchase of a new control panel for Lift Station #1 from Total Control in the amount of \$42,747.00
7. To consider a letter of support for Comfort Lake Forest Lake Watershed District grant application for Water Quality and Storage Project Modeling and Conceptual Design
8. To consider the hiring of Keegan Hofeld as a Seasonal Ice Rink and Warming House Attendant at a starting wage of \$16.00/hr
9. To consider the hiring of McKenzie Ortwerth as a Seasonal Ice Rink and Warming House Attendant at a starting wage of \$16.00/hr.

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

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

*Voting Nay: None*

*Abstain: None*

*Absent: Luger*

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

10. Report of the Public Safety Director Neil Bauer for December 11, 2025
11. Report of City Building Official Fred Weck IV for December 10, 2025
12. Report of City Attorney Tom Loonan for December 11, 2025
13. Report of City Engineer Mark Erichson for December 11, 2025
14. Report of Public Works Superintendent Steve Reeves for December 10, 2025

**COMMUNICATIONS**

15. Wyoming Library extended access project update

**City Administrator Linwood** – Explained that the Wyoming Library was close to having beta testers for their extended access project. He stated that this was expected to begin on January 5, 2026 and that a trial period will occur for the initial three months.

**OLD BUSINESS**

**NEW BUSINESS**

16. To consider **Resolution 25-12-136**, a resolution establishing surface water rates for 2026-2030 based on the rate study completed by Erickson Northstar, LLC

**City Administrator Linwood** – Explained that the RFP process and selection of Erickson Northstar, LLC to conduct a rate study for surface water rates.

**Al Erickson, Erickson Northstar, LLC** – Gave an overview of the results and recommendations from the surface water rate study they conducted on behalf of the City.

**Council Member Nanko Yeager** – Inquired about plans to buy a jetter truck and about the lifespan of the existing jetter. Also asked if the rate change was intended to help pay for the equipment.

**City Administrator Linwood** – Explained that the proposed rate change was not solely to purchase the jetter truck and capital equipment. Stated that the City must remain in compliance with their MS4 permit and that the rates built in the projected annual expenses for this.

**Mayor Iverson** – Referenced the information in the report that showed a comparison of cities and noted that she felt this spoke volumes as to how the City approaches affordability. She asked what would happen if the City did not raise the rates and did not have the money it needed down the road.

**Mr. Erickson** – Answered that by not raising rates or making the capital equipment improvements recommended by staff, the City would not comply with certain laws. He stated that Wyoming appears to be extremely competitive and be cost effective for how they are doing it as well.

**A MOTION WAS MADE BY MAYOR IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 25-12-136, A RESOLUTION ESTABLISHING SURFACE WATER RATES FOR 2026-2030 BASED ON THE RATE STUDY COMPLETED BY ERICKSON NORTHSTAR, LLC.**

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

17. To consider **Resolution 25-12-137**, a resolution receiving the feasibility report, setting the public hearing, and authorizing the preparation of plans and specifications for the 2026 Street Improvement Project

**City Engineer Erickson** – Gave an overview of the neighborhood meeting attendance and shared a presentation that highlighted the results of the feasibility study.

**Council Member Nanko Yeager** – Shared some feedback and suggestions for the trail areas that she has used.

**City Engineer Erickson** – Stated that they could look more closely at options to address the trail issues and the challenges there could be in accessing the trail area. He noted that this portion of the project would not be assessable.

**Council Member Nanko Yeager** – Suggested that the City look for possible grants to assist with the costs for trail improvements.

**A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 25-12-137, A RESOLUTION RECEIVING THE FEASIBILITY REPORT, SETTING THE PUBLIC HEARING, AND AUTHORIZING THE PREPARATION OF PLANS AND SPECIFICATIONS FOR THE 2026 STREET IMPROVEMENT PROJECT.**

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

*Voting Nay: None*

*Abstain: None*

*Absent: Luger*

**18.** To consider Approving the Reclassification of the existing Police Property and Technology/Technicians Crime Analyst position to the Public Safety Manager, effective January 1, 2026

**Public Works Director Bauer** – Outlined the request to reclassify the Police Property and Technology/Technicians Crime Analyst position to the Public Safety Manager. Explained the way that the role had expanded and how the reclassification would align the role with the work that they are currently performing.

**Mayor Iverson** – Stated that she applauded being able to advance employees within their departments and asked if there were plans to send the Public Safety Manager to leadership training, if this reclassification was approved.

**Public Works Director Bauer** – Explained that they were already enrolled in some leadership training directed at law enforcement that will take place in January. He stated that he also had an educational plan in mind for the City's new sergeants and this position, if the Council approves.

**Council Member Nanko Yeager** – Asked if Public Safety Director Bauer would be looking for a new Crime Analyst.

**Public Safety Director Bauer** – Stated that he would not because this role would continue to handle those duties.

**Council Member Nanko Yeager** – Stated that she did not have an issue with the proposed reclassification but did with the significant raise for the position.

**Council Member Ohnstad** – Asked where this pay landed in comparison with regular officers.

**Public Safety Director Bauer** – Stated that it will end up being between officers and sergeants.

**A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE THE RECLASSIFICATION OF THE EXISTING POLICE PROPERTY AND TECHNOLOGY/TECHNICIANS CRIME ANALYST POSITION TO THE PUBLIC SAFETY MANAGER, EFFECTIVE JANUARY 1, 2026**

*Voting Aye: Schilling, Ohnstad, Iverson*

*Voting Nay: Nanko Yeager*

*Abstain: None*

*Absent: Luger*

## COUNCIL REPORTS:

**Council Member Ohnstad** – Attended the Tree Lighting Ceremony and the Council Work Session.

**Council Member Nanko Yeager** – Attended the Tree Lighting Ceremony and the Council Work Session.

**Council Member Luger** – Attended the Tree Lighting Ceremony and the Council Work Session.

**Council Member Schilling** – Attended the Council Work Session.

**Mayor Iverson** – Attended the Tree Lighting Ceremony and the Council Work Session. She noted that there was a lot of rain expected and asked if there was anything residents should be doing near the recent street project, since there is already a lot of snow present.

**City Engineer Erichson** – Stated that if residents see drains and ditches clogged with debris, he would ask that they remove it and noted that snow was less of a concern than debris. He asked that residents alert City Hall if they saw road low points near catch basins that were frozen and not taking water.

**Assistant City Administrator MacFarlane** – Thanked everyone involved in making the Tree Lighting Ceremony a success. He stated that the City had not received any submissions for the Mayor for a Day contest, so it would not take place this year.

**A MOTION WAS MADE BY MAYOR IVERSON, SECONDED BY COUNCILMEMBER SCHILLING, TO ADJOURN THE DECEMBER 16, 2025, “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:12 PM**

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

*Voting Nay: None*

*Abstain: None*

*Absent: Luger*

**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:**

**JANUARY 6, 2026**

**7:00 PM**



# *Request for Council Action*

*Date:* January 2, 2026

*Presented to:* Mayor Iverson and City Council Members

*Department:* Administration

*Reference:* Authorize City Claims

*Method:* Consent

***Background Information:***

Minnesota law provides that the city council has full authority over the city's financial affairs, including the disbursement of public funds. All written instruments must be executed by the mayor and clerk/administrator, pursuant to authority granted by the council.

City Staff has prepared a list of recommended bills, payroll, and journal entries (claims) for Council consideration. Claims may be inspected by the public at the Wyoming City Hall Building (26885 Forest Blvd.) upon request.

***Recommended action:*** Authorize payment of recommended bills, payroll, and journal entries for the period of December 17, 2025 to January 6, 2026.

To whom it may concern,

I am writing to you to inform you of my resignation as a Firefighter from Wyoming Fire Department. This resignation will take effect immediately. I am grateful for my experience and time at Wyoming Fire Department and am grateful for all the amazing people I have met through this experience. Thank you for your time, training and experience.

Thank you,

A handwritten signature in black ink, appearing to read 'Kenny C Hyrkas', with a long horizontal flourish extending to the right.

Kenny C Hyrkas



# Request for Council Action

Date: December 19, 2025

Presented to: Mayor Iverson and City Council Members

Presented by: Grant MacFarlane, Assistant City Administrator

Department: Administration

Reference: 2026 Licenses

Method: Consent

**Background Information:**

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

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

City staff received an additional license application which requires approval from the City Council.

**Recommended action:** Conditionally approve **Resolution 26-01-06** a resolution conditionally approving the issuance of various Tobacco, Waste Hauler, and Massage Therapist/Occupancy licenses in the City of Wyoming for the year 2026.

**RESOLUTION NO. 26-01-06**

**RESOLUTION CONDITIONALLY APPROVING THE ISSUANCE OF VARIOUS TOBACCO, WASTE HAULER, AND MASSAGE OCCUPANCY LICENSES IN THE CITY OF WYOMING FOR THE YEAR 2026**

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

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

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

**THEREFORE, BE IT RESOLVED** that the Wyoming City Council conditionally approve Vendor license renewal for the year 2026 for the businesses to operate as follows on the attached sheet once they have submitted all necessary payment and forms.

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

**THIS RESOLUTION WAS ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING ON THE 6TH DAY OF JANUARY, 2026.**

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

ATTEST:

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

<b>Business</b>	<b>Address</b>	<b>License Type</b>
Waste Management (Blaine)	10050 Naples St NE, Blaine, MN 55449	Waste Hauler



# Request for Council Action

Date: January 2, 2026

Presented to: Mayor Iverson and City Council Members

Presented by: Grant MacFarlane, Assistant City Administrator

Department: Administration

Reference: Low Potency Hemp Edible Retailer License

Method: Consent

**Background Information:**

The Wyoming Smoke Shop has submitted a Cannabinoid Registration Application with the City of Wyoming for the sale of Low Potency Hemp Edible products at their retail store. While the Office of Cannabis Management formally licenses these businesses, they also require that any licensed business intending to sell Low Potency Hemp Edibles register with the City that their business is located.

This permit will allow the Wyoming Smoke Shop to sell low potency hemp edible products, such as hemp gummies and drinks, within the City during their hours of business. It does not allow for the sale of cannabis. The Wyoming Smoke Shop has provided all required documentation and have paid all fees associated with the permit process.

**Recommendation:**

That the Wyoming City Council **Resolution 26-01-07** a resolution approving Low Potency Hemp Edible Retailer application for the Wyoming Smoke Shop for the year 2026.



**CITY OF WYOMING**

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

**RESOLUTION NO. 26-01-07**

**RESOLUTION CONDITIONALLY APPROVING THE ISSUANCE OF A LOW POTENCY HEMP EDIBLE RETAILER LICENSE FOR THE WYOMING SMOKE SHOP IN THE CITY OF WYOMING FOR THE YEAR 2026**

**WHEREAS**, the State has approved the Wyoming Smoke Shop to sell Low Potency Hemp Edibles in the State of Minnesota in the year 2026; and,

**WHEREAS**, the State requires that businesses register with their local municipality prior to commencing sales of these products within their jurisdiction; and,

**WHEREAS**, the City of Wyoming has received an application for Cannabinoid Registration from the Wyoming Smoke Shop to sell Low Potency Hemp Edibles in 2026; and

**THEREFORE, BE IT RESOLVED** that the Wyoming City Council approve the Cannabinoid Registration Application for Low Potency Hemp Edibles from the Wyoming Smoke Shop for the year 2026.

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

**THIS RESOLUTION WAS ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING ON THE 6TH DAY OF JANUARY, 2026.**

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

ATTEST:

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

<b>Business</b>	<b>Address</b>	<b>License Type</b>
Wyoming Smoke Shop	5211 East Viking Blvd., Wyoming, MN 55092	Low Potency Hemp Edible Retailer Registration



## Request for Council Action

**Date:** December 30, 2025

**Presented to:** Mayor Iverson and City Council Members

**Presented by:** Steve Reeves, Public Works Superintendent

**Department:** Public Works

**Reference:** 2025 Compost Site Fees

**Method:** Consent

**Background Information:** The City of Wyoming partners with the Cities of Lindström and Chisago City for the operation of a compost site located at the Chisago Lakes Joint Sewer Commission property in the City of Lindström. The three cities equally share the costs of staffing the site, maintaining the compost pile (turning over to prevent fires and pushing up to keep the site accessible to residents), fuel, signage, and sanitation services for solid waste and portable restroom.

The cost to operate the compost site in 2025 came to \$39,310. This cost is divided equally between the cities of Lindström, Chisago City, and Wyoming with each city contributing \$13,103.00.

**Recommendation:** To approve payment to the City of Lindström for \$13,103 for costs associated with the cooperative compost site.

---

### PUBLIC WORKS

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

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

**RESOLUTION NO. 26-01-08**

**A RESOLUTION TO AUTHORIZE PAYMENT OF 2025 COMPOST SITE FEES TO THE CITY OF LINDSTROM IN THE AMOUNT OF \$13,103.00**

**WHEREAS**, the City of Wyoming partners with the City of Lindstrom and City of Chisago City in the operation of a compost site; and,

**WHEREAS**, the compost site is utilized by residents of all three communities; and,

**WHEREAS**, the cost to operate the compost site is evenly distributed between the cities of Wyoming, Lindstrom, and Chisago City; and,

**WHEREAS**, the total cost to operate the compost site in 2025 was \$39,310.00; and,

**WHEREAS**, the City of Wyoming is responsible to pay \$13,103.00 towards the operation of this compost site.

**THEREFORE, BE IT RESOLVED**, the City of Wyoming authorizes payment of compost site fees to the City of Lindstrom in the amount of \$13,103.00.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 6TH DAY OF JANUARY, 2026.**

**CITY OF WYOMING**

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

**ATTEST:**

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

**RESOLUTION NO. 26-01-09**

**A RESOLUTION TO AUTHORIZE PAYMENT OF AGENDA MANAGEMENT SOFTWARE IN 2026 TO THE CIVICPLUS IN THE AMOUNT OF \$13,552.32**

**WHEREAS**, the City of Wyoming utilizes CivicPlus' agenda management software for all City meetings; and,

**WHEREAS**, the City received an annual bill from CivicPlus for these services; and,

**WHEREAS**, the cost for their services in 2026 is \$10,552.32.

**THEREFORE, BE IT RESOLVED**, the City of Wyoming authorizes payment of agenda management software in 2026 to the CivicPlus in the amount of \$13,552.32.

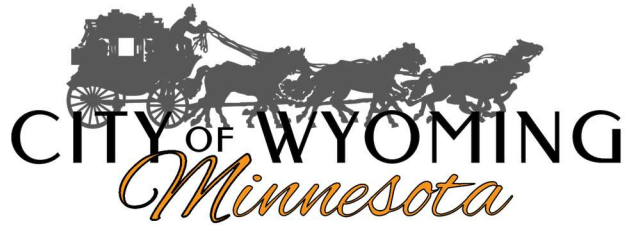
**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 6TH DAY OF JANUARY, 2026.**

**CITY OF WYOMING**

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

**ATTEST:**

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



December 30, 2025

Re: Public Safety Activity Report – January 6, 2025, City Council Meeting

**Police Update**

*M Health Fairview Lakes Medical Center Incident*

I am providing an update to Council regarding the December 25, 2025, incident at M Health Fairview Lakes Medical Center. Tragically, as you know, hospital security officer Andrea Merrell passed away because of injuries sustained during the incident. Our thoughts remain with her family, friends, and colleagues, as well as the staff of M Health Fairview, during this very difficult time. Initial criminal charges have now been filed by the Chisago County Attorney’s Office, and as we continue our investigation, the matter is proceeding through the court system.

I want to specifically acknowledge the exceptional professionalism demonstrated by the responding Wyoming police sergeant, Jack Breitbach, who faced an extremely volatile and dangerous situation and exercised remarkable restraint while safely taking the suspect into custody. I also want to commend the outstanding work of our department’s detective, Rachel Columbus, whose diligence and attention to detail were critical to the investigation. We are deeply grateful for the substantial assistance provided by the Chisago County Sheriff’s Office and the Minnesota Bureau of Criminal Apprehension, whose support and expertise were invaluable. This incident reflects both a profound tragedy and the strength of our law enforcement partnerships.

**Fire Update**

*End of 2026*

The Fire Department responded to more than 350 calls for service, marking the highest total in the past 10 years and reflecting continued growth in service demand. To support operational readiness, new firefighter recruits will begin orientation in January, and three members are scheduled to start firefighter school at that time. These efforts will help strengthen staffing capacity and ensure the department remains well-positioned to meet the community’s needs.

**Upcoming Community Outreach Events**

January 21, 2026, from 8:00 AM – 10:00 AM – Coffee with a Cop, McDonalds



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

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

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



December 29, 2025  
Honorable Mayor and City Council  
City of Wyoming  
26885 Forest Boulevard  
Wyoming, MN 55092

**RE: JANUARY 6, 2026 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 #3**

Framing, rough-ins, and sheetrock inspections have been approved. The permit has been issued to remodel one operating room, and to convert two operating rooms into a storage area.

**Sunrise Flour Mill**

The general contractor contacted the city and will be submitting applications to complete Phase 2. Phase 1, the warehouse area, has been completed and is being utilized. The flour mill portion of the building is tentatively scheduled to resume at the beginning of 2026. The building permit has been issued to remodel the existing 24,000 square foot building located at 26327 Fallbrook Avenue into a flour mill for Sunrise Flour Mill. Sunrise Flour Mill is relocating from North Branch.

**Wyoming Elementary School**

Applications have been submitted to remodel areas of the school that were not remodeled in 2018. Work areas include the gymnasium, restrooms, class rooms, and mechanical systems. Plans are being reviewed.

Sincerely,

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



December 30, 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 – December 11th - 30th***

Dear Robb:

Our office continues our role as general counsel, answering questions, addressing legal concerns, and reviewing items for the City as requested. We are currently advising related to land use matters and assisting in the review of the City's potential participation in the Clean Water Partnership Loan program.

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

.....  
January 2, 2026

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

Re: January 6, 2026, City Council Meeting  
WSB Project No. 027762-000

Dear Mayor and Council Members:

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

## **2024 Street Improvement Project**

The project is complete. Contract closeout documents have been submitted to the City.

## **2025 Street Improvement Project**

The project is substantially complete. A second and final pay voucher with corresponding contract closeout documents will be brought to the City when punch list items are complete. Project closeout is expected to take place in the spring when we can confirm restoration efforts were successful.

## **2026 Street Improvement Project**

A neighborhood meeting was held on December 10, 2025. Staff provided a detailed presentation outlining the project scope, public improvement process, and assessment policy. This presentation has been placed on the 2026 Street Improvement Project page on the city website. Sanitary sewer and storm sewer televising is nearly complete. Upon completion, we will know if we need to include any sanitary or storm sewer repairs with the project. At the 12/16/25 City Council meeting, Council received the feasibility report and set the public improvement hearing for January 20, 2026. A notice has been placed in the official newspaper and mailed to each resident inviting them to the meeting as well as inviting them to a second informational meeting that is scheduled for January 7<sup>th</sup>. The second public informational meeting is intended to inform residents the results of the feasibility study in advance of the improvement hearing. A tentative schedule is shown below:

<b>Wyoming - 2026 Street Improvement Project</b>	
<b>Task</b>	<b>Action Dates</b>
Feasibility Study Ordered	October 7, 2025
1st Public Informational Meeting	December 10, 2025
Receive Feasibility Study / Set Hearing	December 16, 2025
2nd Public Informational Meeting	January 7, 2026
Public Hearing -Order Plans and Specifications	January 20, 2026
Approve Plans and Specifications and Order Ad for Bid	March 3, 2026
Receive Bids	April 1, 2026
Award Contract	April 7, 2026
Begin Construction	Summer 2026
Final Completion	Fall 2026
Public Hearing - Assessment Hearing	Fall 2026

**Summer Fields Development**

A preconstruction meeting was held for grading only. This is consistent with previously approved preliminary plat with the developer posting a letter of credit for this work. Tree removal has been completed, and erosion control has been installed. Much of the site grading has been completed and has concluded until the spring of 2026.

**Katies Glen**

No new update.

Staff have reviewed the work completed to date and authorized the reduction in the letter of credit to 125% of the remaining value of work to be completed. The final lift of pavement has been completed. Once punch list items are all complete, we will ask the City Council to accept the improvements and release escrows and the letter of credit.

**Diamond Ridge Development**

No new update.

Remaining punch list work has been completed, and we are waiting for the as-builts to be submitted. We expect final acceptance of the improvements will take place this fall. Jesse Moxness will be submitting building permits for these three lots soon.

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

Staff have a meeting with the development team on 11/26/25 to discuss planning for their future improvements. Ongoing meetings continue as they refine their plans.

Past update: The residential portion of the development is on hold. The property owners we have been working with have submitted different ideas on how to serve the property and how they would access the commercial portion of the site. The County has also developed another East Viking Boulevard and Kettle River Boulevard concept based on these new considerations. This concept has been submitted to MNDOT to get their feedback.

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



---

December 30, 2025

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

**RE: January 6, 2026 City Council Meeting**

**Public Works Department Activity**

- Responded to 9 snow & ice control events since November 26<sup>th</sup>
- Maintaining plowing equipment after snow & ice control events
- Flooded rinks at Swenson Park between snow events. Hoping for ice skating early in 2026 weather dependent
- Trimmed trees and groomed winter trails
- Assisted Public Safety in preparation of a fallen fire fighter funeral at Maranatha
- Coordinating with engineering and contractor ahead of 2026 Street Improvement Project for televising of storm sewer facilities
- Wrapped fire hydrants to protect them from salt overspray in winter operations
- Continuing to locate city infrastructure, water, sanitary sewer and storm sewer as a large fiber project is being conducted by ROC on behalf of Frontier Communications. This is a significant project that requires us to locate our utilities to mitigate risks to our underground facilities. The Public Works Maintenance Staff have done an excellent job under short timelines to get our utilities marked
- Responded to resident contacts
- Ongoing work order completion
- Routine safety checks were conducted throughout the department including eye wash stations, fire extinguishers and climbing equipment

**Streets:**

- Snow plowing & ice control operations are well underway

**Utilities:**

The crew completed utility locates in the city. Meter installs as they come through. Fall has arrived and we are beginning to see a slowdown for locate requests, meter drop offs and inspections.

- **Sanitary Sewer**  
Staff continue to check lift stations & generators during daily rounds. Lift station equipment inspections and maintenance are ongoing. Replaced out of date batteries at lift

---

**PUBLIC WORKS**

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

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

station generators as we head into cold season and need the generators to start when needed. A staff member attended continuing Education for wastewater technology

- **Water:**

Continued water testing and monitoring the city's water distribution system. Continued exercising of Well 3. Fluoride report was completed and submitted. Bacterial testing has been completed.

**Surface/Storm Water:**

Fall Street Sweeping is complete. Finalized agreement with Comfort Lake Forest Lake Watershed District on an Enhanced Street Sweeping program for 2026. Street sweeper has been stored and is awaiting annual maintenance.

**Parks:**

Trash pick-up as needed. Maintain trail system after state and county cleared back their right of way. Flooding Swenson Park rinks as time allows, when not plowing snow.

**Fleet:**

Regular maintenance of vehicles is ongoing. All vehicles & equipment are receiving regularly scheduled maintenance at manufacturers' recommended intervals. Snowplow equipment has had annual maintenance and commercial vehicle inspection completed. 2015 Mack plow truck asset #915 is being maintained in the fuel & cooling systems

Respectfully submitted,  
Steve Reeves  
Public Works Superintendent

**CITY OF WYOMING  
PLANNING AND ZONING**

<b>TO:</b>	<b>City Council</b>
<b>DATE:</b>	<b>1/6/2026</b>
<b>MEETING DATE:</b>	<b>12/29/2025</b>
<b>FROM:</b>	<b>Kim Lindquist, City Planner Fred Wreck, Zoning Administrator</b>
<b>RE:</b>	<b>Summer Fields 4<sup>th</sup> Addition Final Plat</b>
<b>APPLICANT:</b>	<b>Centra North LLC (David Pattberg)</b>
<b>PROPERTY:</b>	<b>PID 21.10582.50</b>
<b>FILE NO.:</b>	<b>D-25-009</b>

---

**Requested Action**

Central North LLC has requested final plat approval of Summer Fields 4th Addition (“Subdivision”). This fourth phase is comprised of 35 residential lots, generally located north of 255<sup>th</sup> Street and along Kettle River. The four-block subdivision follows the 3rd phase that was approved in June 2022. The final plat for the 4th Addition also creates two outlots. Outlot A contains a private drive with drainage and utility easements. Outlot B is open space and stormwater features located at the south end of the proposed subdivision. The first phase of the Summer Fields project was approved in November 2020, the second phase in July 2021, and the third phase in June 2022.

**Staff Recommendation**

Staff recommends approval of the Final Plat with the following conditions:

1. The City Engineer has stated that there are no engineering issues with regard to the plat. Detailed construction plan comments have been provided to the applicants engineer and will be required to be resolved prior to approval of construction plans.
2. A Development Agreement, the terms, and provision of which must be approved by the City Attorney
3. The City Engineers approval of the street, utility, grading and drainage plans.
4. All required local, state, and/or federal permitting must be obtained and proof of such permits submitted prior to the pre-construction conference with staff.
5. All by-laws, Property Owner’s Association Articles of Incorporation, and Protective Covenants must be approved by the City Attorney.
6. A surety in the form of a cash deposit or letter of credit to complete the work in substantial compliance with the approved street, utility, grading, and drainage plans. The surety must remain in place until the site work is complete and approved by the city. The City Engineer must approve the surety amount.

7. ~~Payment of the Park Dedication Fee for 34 new buildable lots, as approved in the Preliminary application.~~ The park dedication has been paid.

**Background**

In January 2020, the City reviewed and approved a sketch plan for the Subdivision. On January 14, the Joint Park Planning Commission met to discuss the development and agreed to cash in lieu of land dedication. Also, during January, a wetland delineation was completed that identified 7 wetlands within the project area. In September 2020, WSB finalized an Environmental Assessment Worksheet (EAW) for the Subdivision. The EAW determined that the proposed project “Does not have the potential for significant environmental effects.” Conclusions from EAW also found that the project does not have the potential for significant environmental effects to trigger the need for an Environmental Impact Statement (EIS).

On October 20, 2020, a preliminary plat and request for rezoning parcels containing the Subdivision from R1 – Rural Residential I to R4 – One and Two Family were reviewed and approved by the City Council with recommended conditions from staff. In November 2020, the City approved a Conditional Use Permit for a Planned Unit Development that applied to the entire development. The applicant also received final plat approval for a 19-lot subdivision, which formed the first phase of Summer Fields.

Since that time there were two additional PUD amendments, one to reduce side yard setbacks and the other to reduce lot width to 65’, with the later approved in summer 2025. The City approved both of the modifications, which were in response to changes in the builder and the building designs. The applicant indicated that three car garages could still be accommodated on the narrower lots, and the City indicated that there was no support for variances in the future. The request is to approve a final plat that is in compliance with the PUD amendments and consistent with the 2020 preliminary plat approval.

**General Staff Review**

The fourth phase of the Subdivision is proposed on a parcel with the ID 21.10582.50 that has a total lot area of 52.64 acres. The breakdown of the area proposed for development is as follows:

Block 1 – 3.4 acres

Block 2 – 3.0 acres

Block 3 – 1.1 acres

Outlot A (private drive with drainage and utility easements) – 42.64 acres

Outlot B (open space and stormwater management covered in drainage and utility easements) – 0.25 acres.

All residential lots within the Subdivision will be served by city sewer and water. The following table describes surrounding areas:

Direction	Planning Land Use / Zoning
North	Lower-Density Suburban Neighborhoods / R3 – Single Family Residential

West	Lower-Density Suburban Neighborhoods / R1 – Rural Residential I
South	Semi-Rural / R1 – Rural Residential I
East (NE)	Office and Health Care Business (across I-35) / OHC – Office and Health Care
East (SE)	Light Industry & General Business / I – Industrial

The southern portion of the parcel is covered by the Tyra Slough and is therefore within the Shoreland Management Overlay. There is also a smaller wetland in Outlot A, north of the proposed housing lots.

The subject property is guided by the City’s Comprehensive Plan for Mixed Use, which is described as follows:

“Development in a location planned Mixed Use must include two or more types of land use, which may include retail businesses or service businesses, office buildings, single-family housing and multiple-family housing.

Developers will be required to negotiate with the City a unified and comprehensive design plan of high quality. Any development in this category should be required to obtain a conditional use permit or go through the planned unit development process.

If a proposed development in a location planned Mixed Use abuts an area either planned or developed as housing, the design for the Mixed-Use site must be compatible with the nearby residential site.”

In October 2020, the entirety of the Summer Fields development was rezoned from R1 – Rural Residential to R4 – One- and Two-Family Residential District. Per the City of Wyoming Code, the purpose of the R4 District is to “to establish an area for one- and two-family residential buildings served by public sewer and water facilities.”

Final Plat Review The following is an itemization of regulations from the Subdivision Ordinance, Article III, Division 3, “The Final Plat”, which are to be completed prior to plat approval:

1. Taxes are to be paid in full for 2025.  
Taxes have been paid in full.
2. The City Engineer is to review the final plat for conformity with engineering standards.  
The City Engineer has stated that there are no engineering issues with regard to the plat. Detailed construction plan comments have been provided to the applicants engineer and will be required to be resolved prior to approval of construction plans.
3. The City Attorney shall state whether fee simple title to the platted property is in the names of the subdividers.  
The City Attorney should review the final documents.
4. The Zoning Administrator shall confirm that the final plat substantially conforms to the preliminary plat as modified and approved by the City Council.

Staff has found that the plat substantially conforms with the previously approved preliminary plat and recently amended PUD approvals.

5. The predetermined park fee has been paid.

The park fee has been paid for these proposed lots. The dedication is \$1,800 (\$1,500 park + \$300 trail) per lot, which with the 34 lots, totals \$61,200.

6. All known legal, engineering, and any other costs associated with the plat shall be paid prior to final plat approval. All billed services have been paid up to date.
7. If improvements are not complete, a Developer's Agreement must be signed.

The current Developer's Agreement refers to the first phase. A new Agreement will need to be entered into.

### **Planning Commission Recommendation**

On December 23, 2025 the Planning Commission publicly heard the petitioner's request. After hearing testimony and discussion, the Planning Commission voted unanimously to recommend the approval of the requested final plat with the finding of fact; that the requirements of Article III, Division 3, "The Final Plat", as contained in the City of Wyoming Subdivision Ordinance have been complied with.

The Planning Commission recommends approval of the Final Plat with the following conditions:

1. The City Engineer has stated that there are no engineering issues with regard to the plat. Detailed construction plan comments have been provided to the applicants engineer and will be required to be resolved prior to approval of construction plans.
2. A Development Agreement, the terms, and provision of which must be approved by the City Attorney
3. The City Engineers approval of the street, utility, grading and drainage plans.
4. All required local, state, and/or federal permitting must be obtained and proof of such permits submitted prior to the pre-construction conference with staff.
5. All by-laws, Property Owner's Association Articles of Incorporation, and Protective Covenants must be approved by the City Attorney.
6. A surety in the form of a cash deposit or letter of credit to complete the work in substantial compliance with the approved street, utility, grading, and drainage plans. The surety must remain in place until the site work is complete and approved by the city. The City Engineer must approve the surety amount.



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

**SUBDIVISION APPLICATION: FINAL PLAT**

Applicant(s): Name(s) Centra North LLC  
Address 11460 Robinson Dr NW  
City Minneapolis State MN Zip 55433  
Phone Number [REDACTED] Email [REDACTED]

Owner(s) - if other than Applicant(s):  
Name(s) \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Signature of owner(s) *Paul Fatta* Date 11/14/2025

Legal description of property: Outlot A Summer Field 1st Addition, Chisago County, Minnesota

Property Identification Number: R.21. 10582.50

Present use of property: Vacant

Proposed use of property: Residential

Present zoning of property: R-4 One and Two Family Residential

Surveyor: Name Pioneer Engineering Phone 651-681-1914

Engineer: Name Pioneer Engineering Phone 651-681-1914

Real Estate Agent: Name N/A Phone \_\_\_\_\_

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

Total size of property: 52.64 Acres Total acreage in wetlands or floodplain: 16.69 Acres  
Number of proposed lots: 34 Lots Current zoning and use of property: R-4 Zoning and Vacant

- 4 full size copies of the final plat drawings
  - Improvements complete & accepted
  - Performance guarantee for the improvements
  - Soil perc tests and borings
  - Park Dedication Submitted
  - Other
  - The application fee and escrow must be paid at the time of application
- 2 reduced copies (no larger than 11 x 17)
  - OR  Developers Agreement -Grading only at this time
  - Certificate of Title & Opinion 12/1/25
  - Receipt proving that the taxes have been paid
  - Legal & Engineering Fees Paid

Applicant(s) Signature: *Paul Fatta* Date 11/14/2025

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.

The meeting can be scheduled only after a complete application is received.

OFFICE USE ONLY

Application # D-25-009 Date Application Received 11/18/2025  
Date Complete Application Received 12/1/2025 120 Days 3/31/2026 By: *MEW*  
Fee: \$200.00 + Escrow \$1,000.00 Date Paid 11/18/2025 Check # [REDACTED]  
Revised 11/15/22

# SUMMER FIELD 4TH ADDITION

KNOW ALL PERSONS BY THESE PRESENTS: That Summer Field, LLC, a Minnesota limited liability company, owner and proprietor of the following described property situated in the County of Chisago, State of Minnesota to wit:

Outlot A, SUMMER FIELD 1ST ADDITION, according to the recorded plat thereof Chisago County, Minnesota.

Has caused the same to be surveyed and platted as SUMMER FIELD 4TH ADDITION and does hereby donate and dedicate to the public use forever the public ways, and also dedicates the easements as shown on this plat for drainage and utility purposes only.

In witness whereof said Centra Homes, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this \_\_\_\_\_, day of \_\_\_\_\_, 20\_\_\_\_.

Centra Homes, LLC

Signed: \_\_\_\_\_ its \_\_\_\_\_

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, as \_\_\_\_\_ of Centra Homes, LLC, a Minnesota limited liability company, on behalf of said Company.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_, County, Minnesota  
My Commission Expires \_\_\_\_\_,

## SURVEYOR'S CERTIFICATE

I Peter J. Hawkinson do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat. Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Peter J. Hawkinson, Licensed Land Surveyor  
Minnesota License No. 42299

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

The foregoing Surveyor's Certificate by Peter J. Hawkinson, Minnesota License No. 42299, was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_, County, Minnesota  
My Commission Expires \_\_\_\_\_,

CITY OF WYOMING, MINNESOTA

Approved by the City Council of the City of Wyoming, Minnesota, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and is in compliance with the provisions of Chapter 505.03, Subdivision 2, Minnesota Statutes.

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_  
Mayor Clerk

CITY ATTORNEY, City of Wyoming, Minnesota

This plat was approved as to form and execution this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
City of Wyoming Attorney

COUNTY SURVEYOR, Chisago County, Minnesota

Pursuant to Chisago County Subdivision Ordinance Number 99-2, I hereby certify that this plat has been checked and approved as to compliance with Chapter 505.021, Minnesota Statutes this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Chisago County Surveyor

COUNTY AUDITOR, Chisago County, Minnesota

No delinquent taxes and transfer entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Chisago County Auditor

COUNTY TREASURER Chisago County, Minnesota

I hereby certify that the taxes for the year \_\_\_\_\_ on the property described herein are paid this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

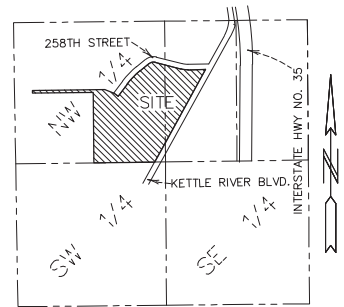
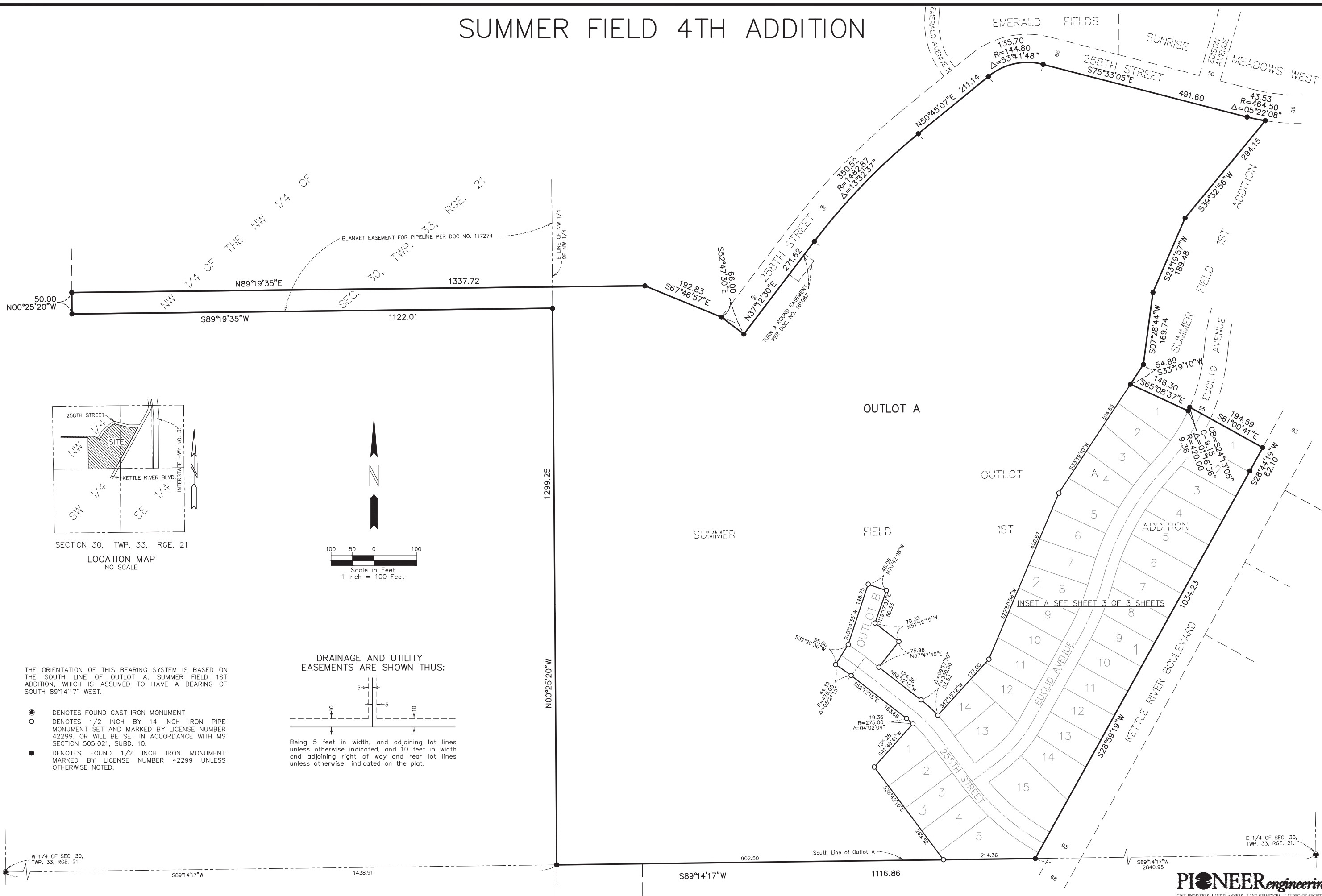
\_\_\_\_\_  
Chisago County Treasurer

COUNTY RECORDER, Chisago County, Minnesota  
Document No. \_\_\_\_\_

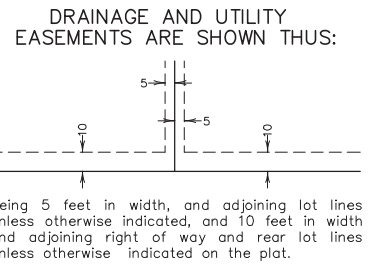
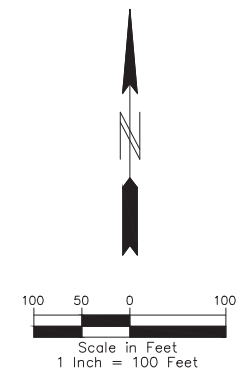
I hereby certify that this instrument was filed in the Office of the County Recorder for record on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_\_ .M., and was duly recorded in the Chisago County Records.

\_\_\_\_\_  
Chisago County Recorder

# SUMMER FIELD 4TH ADDITION



SECTION 30, TWP. 33, RGE. 21  
LOCATION MAP  
NO SCALE

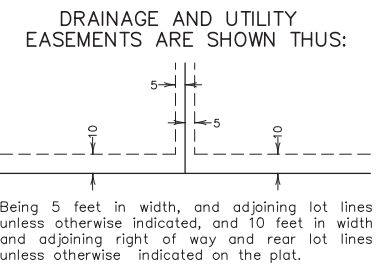
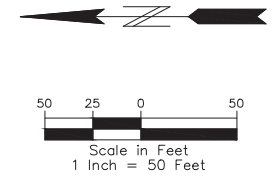
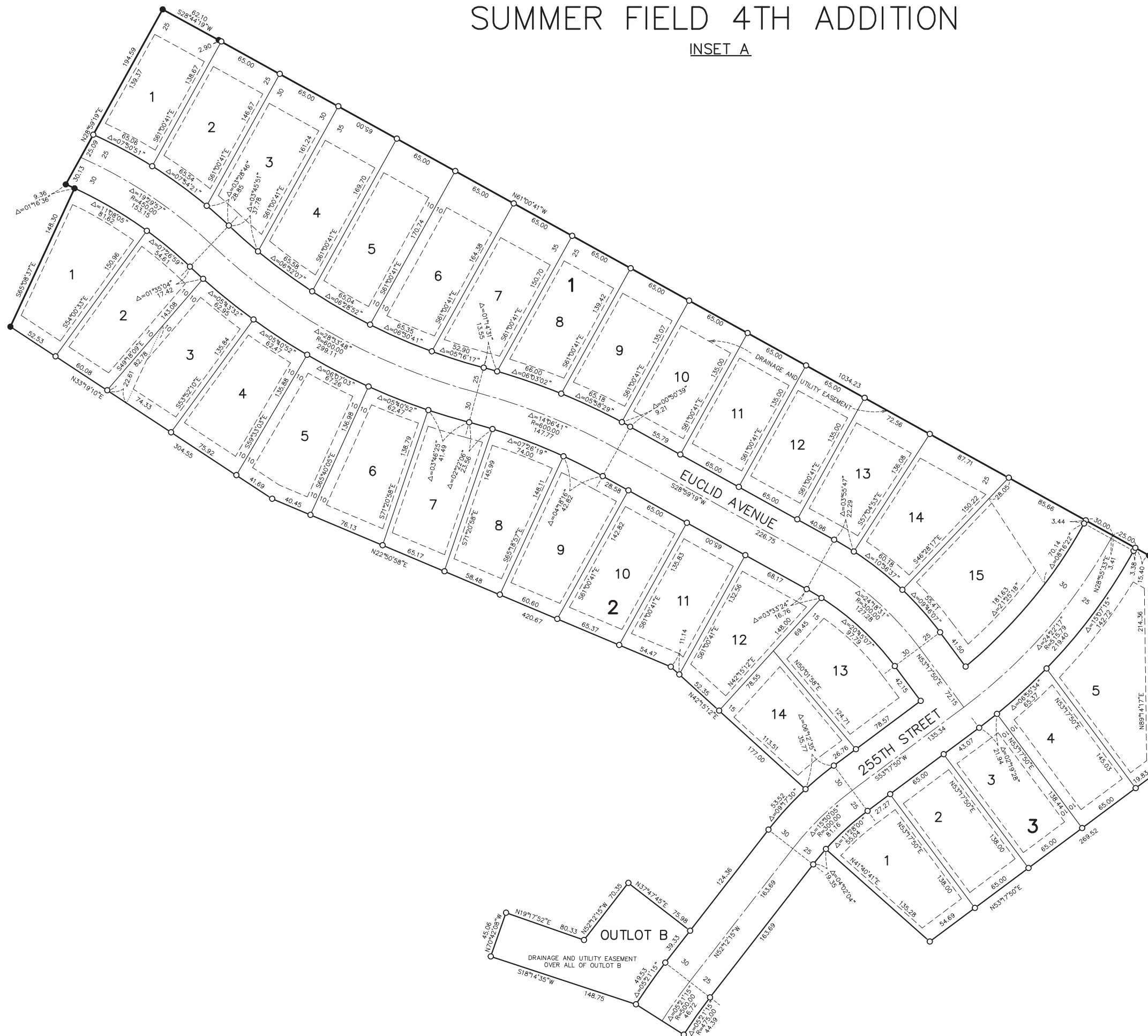


THE ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE SOUTH LINE OF OUTLOT A, SUMMER FIELD 1ST ADDITION, WHICH IS ASSUMED TO HAVE A BEARING OF SOUTH  $89^{\circ}14'17''$  WEST.

- DENOTES FOUND CAST IRON MONUMENT
- DENOTES 1/2 INCH BY 14 INCH IRON PIPE MONUMENT SET AND MARKED BY LICENSE NUMBER 42299, OR WILL BE SET IN ACCORDANCE WITH MS SECTION 505.021, SUBD. 10.
- DENOTES FOUND 1/2 INCH IRON MONUMENT MARKED BY LICENSE NUMBER 42299 UNLESS OTHERWISE NOTED.

# SUMMER FIELD 4TH ADDITION

## INSET A

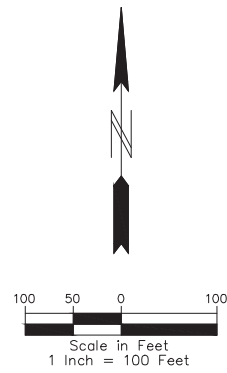
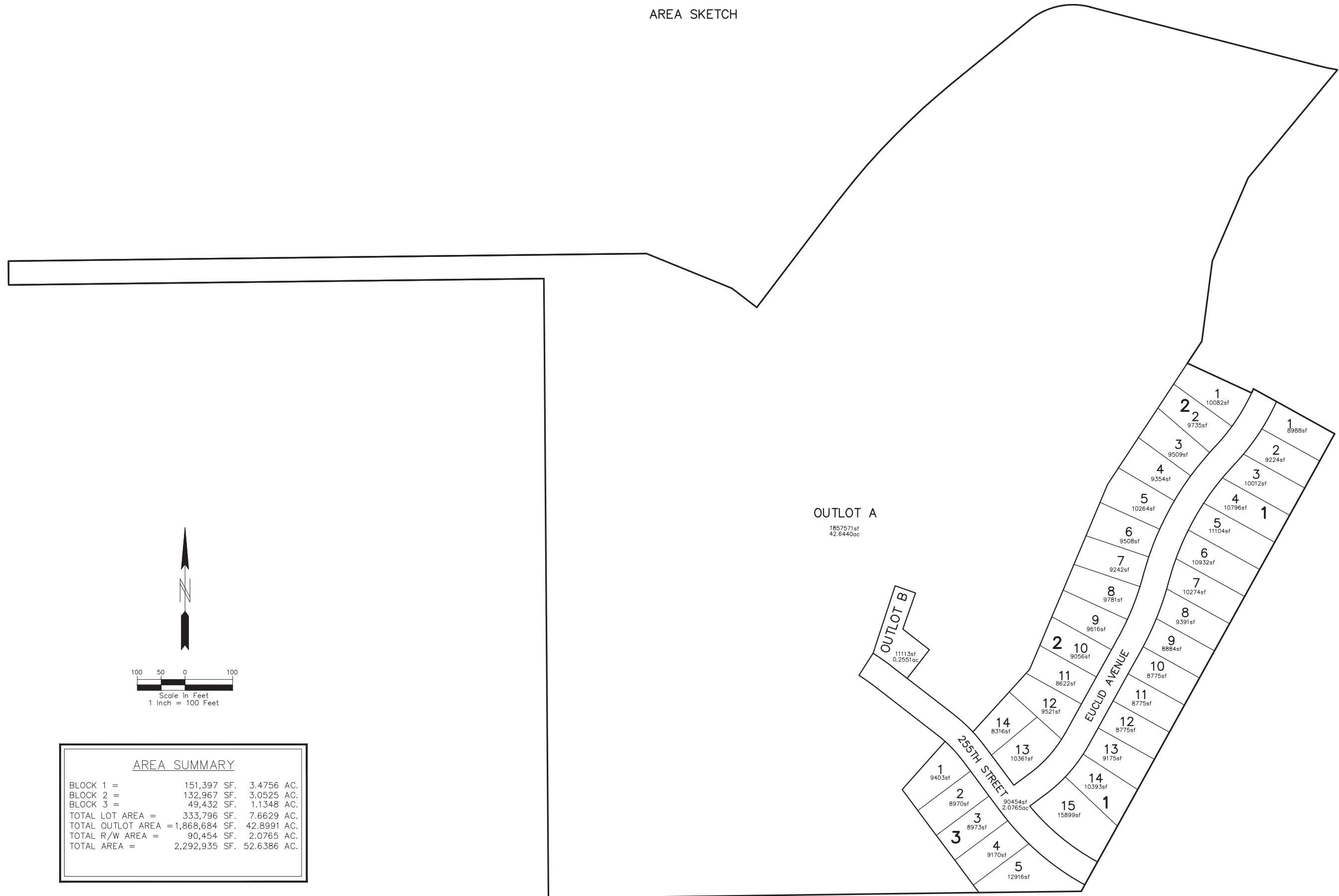


THE ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE SOUTH LINE OF OUTLOT A, SUMMER FIELD 1ST ADDITION, WHICH IS ASSUMED TO HAVE A BEARING OF SOUTH 89°14'17" WEST.

- DENOTES 1/2 INCH BY 14 INCH IRON PIPE MONUMENT SET AND MARKED BY LICENSE NUMBER 42299, OR WILL BE SET IN ACCORDANCE WITH MS SECTION 505.021, SUBD. 10.
- DENOTES FOUND 1/2 INCH IRON MONUMENT MARKED BY LICENSE NUMBER 42299 UNLESS OTHERWISE NOTED.

# SUMMER FIELD 4TH ADDITION

## AREA SKETCH



AREA SUMMARY		
BLOCK 1 =	151,397 SF.	3.4756 AC.
BLOCK 2 =	132,967 SF.	3.0525 AC.
BLOCK 3 =	49,432 SF.	1.1348 AC.
TOTAL LOT AREA =	333,796 SF.	7.6629 AC.
TOTAL OUTLOT AREA =	1,868,684 SF.	42.8991 AC.
TOTAL R/W AREA =	90,454 SF.	2.0765 AC.
TOTAL AREA =	2,292,935 SF.	52.6386 AC.

**UNAPPROVED MINUTES  
PLANNING COMMISSION  
CITY OF WYOMING, MINNESOTA  
DECEMBER 23, 2025  
7:00 PM**

**CALL TO ORDER:**

*Planning Commission Chairman Lobermeier called the Regular Meeting of the Wyoming Planning Commission for December 23, 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, Dan Iverson, and Mark Holl*

*ABSENT: Commissioner Katie West*

*Also Present: Fred Weck, Zoning Administrator, and Council Liaison Lisa Iverson*

**DETERMINATION OF A QUORUM:**

**PLEDGE OF ALLEGIANCE:**

**OPEN FORUM:**

Kelly Wosika, 7745 Wyoming Trail, stated that now that their property had been determined to be agricultural, they planned to move forward with a Conditional Use Permit request for growing cannabis on their property. She explained that they just wanted to bring that to the Commission's attention and would be available to discuss it if they had any questions. She noted that there was also a grower present tonight who had flown in from California, who was also available to answer questions the Commission may have.

Chair Lobermeier stated that he did not have any questions at the moment but appreciated Ms. Wosika bringing the Commission up to speed on their plans.

**APPROVAL OF MINUTES:**

- 1. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota Planning Commission for October 28, 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 OCTOBER 28, 2025, AS SUBMITTED.**

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

**SCHEDULED PUBLIC HEARINGS: NONE**

**NEW BUSINESS:**

**2. Final Plat: D-25-009 “Summer Field 4<sup>th</sup> Addition”**

Location: West side of Kettle River Boulevard, south of 258<sup>th</sup> Street

Applicant: Centra North, LLC

Owner: Centra North, LLC

Property ID Number: 21.10582.50

Zoning Administrator Weck gave a brief presentation on the Final Plat for Summer Field 4<sup>th</sup> Addition, which consists of 35 residential lots and 2 outlots. He explained that staff recommended approval with the conditions outlined in the staff report, excluding the condition related to a Park Dedication fee.

Commissioner Holl asked how many total lots there were in the development.

Zoning Administrator Weck stated that in addition to what is before them tonight, there were 32, and 20 with previous additions.

Chair Lobermeier asked if 255<sup>th</sup> would have a new intersection on Kettle River Boulevard.

Zoning Administrator Weck confirmed that there will be a new intersection on Kettle River Boulevard.

**MOTION BY COMMISSIONER LOBERMEIER, SECONDED BY COMMISSIONER HOLL, TO RECOMMEND APPROVAL OF FINAL PLAT: D-25-009 “SUMMER FIELD 4<sup>TH</sup> ADDITION”, LOCATED AT WEST SIDE OF KETTLE RIVER BOULEVARD, SOUTH OF 258<sup>TH</sup> STREET, FOR APPLICANT/OWNER, CENTRA NORTH, LLC, PROPERTY ID NUMBER: 21.10582.50, SUBJECT TO CONDITIONS #1 THROUGH #6 AS LISTED IN THE STAFF REPORT.**

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

**OLD BUSINESS: NONE**

**COMMUNICATIONS: NONE**

**UPDATES:**

Sunrise River Bank 2<sup>nd</sup> Addition Preliminary and Final Plats, and variances were approved by the City Council.

**A MOTION WAS MADE BY COMMISSIONER HOLL, SECONDED BY COMMISSIONER IVERSON, TO ADJOURN THE DECEMBER 23, 2025, “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION AT 7:10 PM.**

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

RESERVED FOR RECORDING DATA

**RESOLUTION NO. 26-01-10**

**RESOLUTION APPROVING THE FINAL PLAT OF  
"SUMMER FIELD 4th ADDITION"  
AT  
PROPERTY IDENTIFICATION NUMBER 21.10582.50**

**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**, David Pattberg of Centra Homes, LLC has applied for approval of the Final Plat of Subdivision for the property legally described as:

Outlot A, Summer Field 1st Addition

**WHEREAS**, on December 23, 2025 the Planning Commission held a public meeting in accordance with the Ordinance and laws of the State of Minnesota; and,

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

1. The requirements of Article III, Division 3, "The Final Plat", as contained in the City of Wyoming Subdivision Ordinance have been complied with.

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

1. The City Engineer has stated that there are no engineering issues with regard to the plat. Detailed construction plan comments have been provided to the applicants engineer and will be required to be resolved prior to approval of construction plans.
2. A Development Agreement, the terms, and provision of which must be approved by the City Attorney
3. The City Engineers approval of the street, utility, grading and drainage plans.
4. All required local, state, and/or federal permitting must be obtained and proof of such permits submitted prior to the pre-construction conference with staff.
5. All by-laws, Property Owner's Association Articles of Incorporation, and Protective Covenants must be approved by the City Attorney.
6. A surety in the form of a cash deposit or letter of credit to complete the work in substantial compliance with the approved street, utility, grading, and drainage plans. The surety must remain in place until the site work is complete and approved by the city. The City Engineer must approve the surety amount.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 6TH DAY OF JANUARY, 2026.**

---

Lisa Iverson, Mayor

ATTEST:

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

---

Robb Linwood, City Administrator



Date: January 6, 2026  
To: Mayor Iverson and City Council Members  
From: Neil Bauer, Public Safety Director  
Subject: Approval to Establish and Post a Part-Time Firefighter Position

---

**SUBJECT**

Approve the establishment and posting of a part-time Firefighter position within Wyoming Fire Department, with a starting pay rate of \$25.66 per hour, up to \$31.19 per hour (Step 1 – Step 5), consistent with the approved pay scale.

**BACKGROUND**

Wyoming Fire Department is requesting Council approval to establish and post a part-time Firefighter position to support the operational and regulatory needs of the Fire Division. Part-time firefighters play a critical role in protecting life and property by responding to fire suppression calls, emergency medical incidents, rescues, and other emergencies, while also supporting training, station operations, and community risk reduction efforts.

A key component of this position is the requirement to complete Fire Inspector training, which will allow the Fire Division to resume and sustain fire inspections that are not currently being conducted. These inspections include multifamily residential properties, educational facilities, and commercial occupancies, which are essential for identifying fire hazards, ensuring code compliance, and reducing risk to residents, occupants, first responders, and property owners.

Establishing routine and proactive fire inspections strengthens life-safety protections, supports compliance with state and local fire codes, and reduces the likelihood of preventable fire incidents. This position will help address this service gap while also supporting emergency response readiness.

**POSITION STRUCTURE AND REQUIREMENTS**

- The position is part-time and non-exempt, with scheduled hours generally ranging from 12–16 hours per week, not to exceed 29 hours per week.
- The position will not participate in the Fire Relief Association.
- The position will be eligible for Minnesota PERA coverage, consistent with applicable state retirement requirements.
- The position is not an on-call position. The firefighter will only respond to emergency calls while scheduled and on duty, providing clear expectations for availability and compensation.



- The firefighter must maintain required certifications, including Firefighter I & II, Hazardous Materials Operations, and Emergency Medical Responder (EMR).
- Completion of Fire Inspector training (Fire Inspector I) is required and is a critical function of the position, enabling the Fire Division to conduct fire inspections in multifamily housing, educational facilities, and commercial buildings.
- The position also requires the ability to respond to emergency calls, attend required trainings and meetings, conduct inspections and pre-planning activities, and perform station duties, as outlined in the included job description

### **FISCAL IMPACT**

The part-time Firefighter position will be compensated within the approved hourly pay range of \$25.66 to \$31.19, based on Step 1 through Step 5. Personnel costs associated with this position will be managed within the 2026 Public Safety – Fire Division budget. Exclusion from the Fire Relief Association and the absence of on-call requirements provide additional predictability in benefit and staffing costs.

### **RECOMMENDATION**

Staff recommends approval of the request to establish and post the part-time Firefighter position as described, including the requirement for Fire Inspector training to restore routine fire inspection services and strengthen community fire safety.

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



Date: January 6, 2026  
To: Mayor Iverson and City Council Members  
From: Neil Bauer, Public Safety Director  
Subject: Approval to Establish and Post a Part-Time Community Service Officer (CSO) Position

---

**SUBJECT**

Request the establishment of one (1) new part-time Community Service Officer (CSO) position for Wyoming Police Department and authorize staff to post the position effective January 20, 2026, with a pay range of \$23.07 to \$28.59 per hour (Step 1 – Step 5).

**BACKGROUND**

Wyoming Police Department is requesting Council approval to establish a new part-time Community Service Officer (CSO) position beginning in 2026. The CSO position is a non-sworn, uniformed role that performs a wide range of non-criminal public safety and community support functions under the supervision of police leadership, specifically reporting to the Public Safety Manager. The position will be limited to a maximum of 24 hours per week.

This position is designed to enhance operational efficiency by allowing sworn police officers to focus on higher priority calls for service and criminal investigations, while the CSO assists with tasks such as traffic control, parking and animal complaints, community outreach, equipment and fleet support, vacation checks, and other public safety services. The position also supports recruitment and workforce development by providing a pathway for individuals interested in a future career in law enforcement. The CSO position is limited in duration (3 years).

To support this role, the CSO will utilize a repurposed police squad/vehicle that is being modified for shared use by Community Service Officers and volunteer police reserve officers. This approach maximizes existing city assets while supporting operational needs without the purchase of an additional vehicle.

**FISCAL IMPACT**

The CSO position will be compensated within the approved hourly pay range of \$23.07 to \$28.59, based on Step 1 through Step 5 of the pay scale. As a part-time position, costs will be managed within the 2026 Public Safety – Police budget appropriations.

**RECOMMENDATION**

Staff recommends approval of the request to establish and post the part-time Community Service Officer position as described, effective January 21, 2026.



A handwritten signature in black ink, appearing to read "Neil D. Bauer".

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