

**AGENDA  
CITY COUNCIL  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
AUGUST 3, 2022  
7:00 PM**

**CALL TO ORDER:**

**CALL OF ROLL:**

**DETERMINATION OF A QUORUM:**

**PLEDGE OF ALLEGIANCE:**

**OPEN FORUM:**

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

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for July 19, 2022
2. Consider approving the minutes of the "Budget Work Session Meeting" of the Wyoming, Minnesota City Council for July 28, 2022

**SCHEDULED BID LETTINGS:**

**SCHEDULED PUBLIC HEARINGS:**

3. To consider **Resolution 22-08-65** a resolution to approve the assessment on parcels 21.11120.00 and 21.11121.00 for the 2008 Wyoming Street and Utility Project (257th Street)

**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.*

4. Consider authorizing the payment of recommended bills, payroll and journal entries for the period of July 20, 2022 to August 3, 2022

5. To consider the appointment of Dan Iverson to fill the vacant position on the Wyoming Planning Commission
6. To consider **Resolution 22-08-66** a resolution setting a public hearing on the proposed vacation at 5690 277th Street
7. To consider **Resolution 22-08-67** a resolution authorizing the payment of the annual maintenance fees to Ferguson Waterworks for the maintenance of the Neptune 360 Software and the devices for reading the water meters in the amount of \$12,850.00

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

8. Report of the Public Safety Director, Neil Bauer, for July 27, 2022
9. Report of City Building Official, Fred Weck, IV for July 28, 2022
10. Report of the City Attorney, Tom Loonan, for July 27, 2022
11. Report of City Engineer Mark Erichson, WSB for July 28, 2022
12. Report of the Public Works Superintendent Chuck Almhjeld for August 3, 2022

**COMMUNICATIONS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

13. To consider **Resolution 22-08-68** a resolution approving a Conditional Use Permit for increased impervious surface area in a shoreland district at 5111 East Viking Boulevard Property ID Number: 21.00020.00
14. To consider **Resolution 22-08-69** a resolution approving a Site Plan Review Application to demolish the existing and construct a new Dairy Queen Restaurant at 5111 East Viking Boulevard Property ID Number: 21.00020.00
15. Review Draft Park and Trail Master Plan
16. To consider **Resolution 22-08-70** a resolution selecting FaciliCare for cleaning City facilities in the annual amount of \$25,586.40
17. To consider an All Boards Meeting on August 30, 2022 at 6:00PM to review a draft of the Comprehensive Plan

**COUNCIL REPORTS:**



**ADJOURN**

**DRAFT MINUTES  
CITY COUNCIL  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
JULY 19, 2022  
7:00PM**

**CALL TO ORDER:**

*Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for July 19, 2022 to order at 7:00 PM*

**CALL OF ROLL:**

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

*ABSENT: Councilmember Dennis Schilling*

*Also Present: Kevin Sandstrom, Eckberg Lammers, Robb Linwood, City Administrator, Alex Saxe, Assistant City Administrator, Mark Erichson-WSB, Neil Bauer - Public Safety Director, and Chuck Almhjeld, Public Works Superintendent*

**DETERMINATION OF A QUORUM:**

**PLEDGE OF ALLEGIANCE:**

**OPEN FORUM: NONE**

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for July 5, 2022

**A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE MINUTES OF THE "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL FOR JULY 5, 2022, AS SUBMITTED.**

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

*Voting Nay: None*

*Abstain: None*

*Absent: Schilling*

**SCHEDULED BID LETTINGS: NONE**

**SCHEDULED PUBLIC HEARINGS: NONE**

**CONSENT AGENDA:**

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

2. Consider authorizing the payment of recommended bills, payroll, and journal entries for the period of July 6, 2022 to July 19, 2022
3. To consider approving an application from the Wyoming Creative Arts Center for a Consumption and Display Liquor Permit
4. To consider authorizing the 2022-2023 CPV Salt Contract for road salt
5. To consider **Resolution 22-07-63** a resolution appointing Wyoming paid on-call firefighters to probationary status.

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

**COUNCILMEMBER LUGER, TO APPROVE #2, #3, #4, AND #5 OF THE WYOMING CITY COUNCIL CONSENT AGENDA**

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

*Voting Nay: None*

*Abstain: None*

*Absent: Schilling*

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

6. Report of the Public Safety Director, Neil Bauer for July 14, 2022
7. Report of City Building Official, Fred Weck, IV for July 14, 2022
8. Report of City Attorney Tom Loonan for July 13, 2022
9. Report of City Engineer Mark Erichson, WSB for July 14, 2022
10. Report of Public Works Superintendent Chuck Almhjeld for July 19, 2022

**COMMUNICATIONS:**

11. 2022 East Viking Boulevard Improvement Project Update Letter to Property Owners

**City Engineer Erichson** – Explained the possible delay in being able to get approval and structures which would put this project at the very end of the construction season. He stated that staff wanted to make sure that property owners were informed of the updated schedule with construction moving forward next season rather than this season.

**OLD BUSINESS: NONE**

**NEW BUSINESS**

12. To consider **Resolution 22-07-64** a resolution ordering the preparation of plans and specifications for the Lift Station 8 and Forcemain Improvement Project

**City Engineer Erichson** – Explained that the Preliminary Plat has been prepared for Avery Estates so staff would like to evaluate moving forward with the improvement of the forcemain and the lift station itself. He stated that they feel the most efficient and cost effective means to improve this will involve increasing the size of the forcemain as well as replacing the pumps in the lift station. He explained that staff is recommending moving forward with ordering the preparation of plans and specifications.

**Mayor Iverson** - Stated that the developer is planning for two apartment buildings and one hotel and asked if this lift station would take care of that upcoming development.

**City Engineer Erichson** – Explained that it would be designed to accommodate all future growth in that entire service area.

**Council Member Ohnstad** – Asked about the proposed trenchless digging and whether it would have an impact on traffic.

**City Engineer Erichson** – Stated that one of the benefits of the trenchless technology is that there will be a 12 inch watermain underneath the freeway and the forcemain will only change from

a 4 inch to a 6 inch. He stated that the directional drilling with the trenchless approach will be able to be done while keeping traffic open.

**Council Member Nanko Yeager** – Asked what parts of the City Lift Station #8 already serviced.

**City Engineer Erichson** – Stated that it services the northwest quadrant near The Village Inn and McDonalds.

**Council Member Nanko Yeager** – Stated that the upgrades are essentially needed in order to accommodate the commercial portion of the development and asked if the developer would help pay for the improvements or if ARPA funds could be used.

**City Engineer Erichson** – Explained that the developer is paying in their WAC and SAC to cover trunk infrastructure improvements.

**City Administrator Linwood** – Noted that this project would be eligible for ARPA funds, however, staff is not recommending they be used for this project because there is a very healthy balance in the sewer reserve fund.

**Council Member Nanko Yeager** – Asked about the unlikely event that this development would not go through, whether the City's system would be overbuilt or if the project would not move forward without that development.

**City Engineer Erichson** – Stated that there will be plans and specifications prepared, but the City probably will not go out for bid until early in 2023 so there will be the opportunity to hold those bids for a certain period of time until they have comfort that the development is moving forward.

**A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 22-07-64 A RESOLUTION ORDERING THE PREPARATION OF PLANS AND SPECIFICATIONS FOR THE LIFT STATION 8 AND FORCEMAIN IMPROVEMENT PROJECT.**

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

*Voting Nay: None*

*Abstain: None*

*Absent: Schilling*

## **COUNCIL REPORTS:**

**Council Member Ohnstad** – Attended the Warhead Challenge.

**Council Member Nanko Yeager** – Attended the Sewer Commission meeting.

**Council Member Luger** – Attended the Park Advisory Commission meeting

**Mayor Iverson** – Attended the EDA meeting and noted that she is excited for some of the things they are looking to do. She also attended the Sewer Commission meeting. She asked staff to comment on the Dairy Queen.

**City Administrator Linwood** – Stated that construction began on removal of the tanks at the gas station near the Dairy Queen. He stated that the Dairy Queen will also be demolished so there will be a portion of time where there will not one in the City, but assured residents that it will be rebuilt. He stated that the plans are for a bigger and better Dairy Queen with room for an additional pad for other commercial/restaurant type use.

**Council Member Nanko Yeager** – Asked how much clean-up will be required for the gas station site.

**City Administrator Linwood** – Explained that the MPCA is involved and are doing inspections throughout the demolition and removal of the tanks.

**Public Safety Director Bauer** – Stated that National Night Out will be held on August 2, 2022.

**Mayor Iverson** – Noted that Stagecoach Days is also coming up in September.

**A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO ADJOURN THE JULY 19, 2022 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 7:20 PM**

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

*Voting Nay: None*

*Abstain: None*

*Absent: Schilling*

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

**NEXT REGULAR MEETING:**  
**AUGUST 3, 2022**  
**7:00PM**

**DRAFT MINUTES  
CITY COUNCIL  
BUDGET WORK SESSION MEETING  
CITY OF WYOMING, MINNESOTA  
JULY 28, 2022  
6:00 PM**

**CALL TO ORDER:**

*Mayor Lisa Iverson called the Budget Work Session Meeting of the Wyoming City Council for July 28, 2022 to order at 6:00 P.M.*

**CALL OF ROLL:**

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

*Absent: Dennis Schilling*

*Also Present: Robb Linwood- City Administrator, Alex Saxe- Assistant City Administrator, Chuck Almhjeld- Public Works Superintendent, Fred Weck- Zoning Administrator/Building Official, Neil Bauer- Public Safety Director, Mark Erichson- WSB, Jessi Sturtz- Abdo Financial (via zoom) and staff from Wold Architects/Kraus Anderson.*

**DETERMINATION OF A QUORUM:**

Mayor Iverson determined a Quorum was present.

**PLEDEGE OF ALLEGIANCE:**

**NEW BUSINESS:**

1. Public Safety Building Update Wold Architects/Kraus Anderson

**City Administrator Linwood-** Introduced the Wold and Kraus Anderson team who are going to give a brief presentation on the Public Safety building.

**Wold/Kraus Anderson Team-** Gave an overview of the process of design to this point. They walked through some of the value engineering and explained how they were able to reduce square footage while maintaining the integrity of the building. They collaborated a lot with both the Fire Chief and Public Safety Director to make sure the building would still function well for staff. The changes made brought the building design under budget. It is a very modest but great design that the city will be proud of for many years.

**Councilmember Ohnstad-** Asked if the building will function the way police and fire need it to serve the public properly.

**Public Safety Director Bauer-** Said the building is great and will function the way it needs to.

***Council appreciated the presentation and were happy with the design and budget numbers. Next step would be to start moving into Construction Document phase.***

## 2. City of Wyoming Draft 2023 Budget

**Jessi Sturtz, Abdo Financial-** Gave a presentation on the first draft of the 2023 budget. She walked through the tax levy. The preliminary tax levy is set at 10.18%. The tax capacity has decreased and the tax rate has increased, which spreads taxes over more residents resulting in a decrease in property taxes. She then gave an overview of the general fund revenues and expenditures.

**Councilmember Iverson-** Asked why the building inspections increase in training and instruction saw a large increase.

**Building Official Weck-** Explained that the new inspector is not a licensed septic inspector and those classes are out of state and multiple days which resulted in an increase.

## 3. Streets Capital Improvement Plan Discussion

**City Administrator Linwood-** Gave an overview of the proposed 5 year streets CIP plan. He informed council the city did not receive the Federal EDA grant for the East Viking Blvd. project. That project will occur in 2023 with some modifications. That led staff to shift dollars around in the CIP to fill the gap of not receiving those funds. The biggest change is adding numerous overlays to treat the poor roads that cannot wait. Performing the overlays will extend the life of the roads 7-10 years. There could be a future traffic signal installed at 250<sup>th</sup> and highway 61, staff is communicating with MnDOT on that to see when that might happen and have a placeholder in the CIP for the signal. There is also a potential roundabout at Kettler River and East Viking Blvd. It will most likely be a cost share project and the city is budgeting \$1 million at the moment.

**Councilmember Iverson-** Asked if staff have notified residents on East Viking that that project is not happening.

**City Administrator Linwood-** Stated that the city did send a letter out on July 16 and have not heard from many residents. There is a different EDA grant that the city might explore.

Council discussed how much time pothole patching takes and by doing overlays that will eliminate time spent on pothole patching and allow public works staff to take better care of parks and perform more stormwater tasks. Currently public works has to pothole a poor street almost every year, after an overlay, it would be once during that 7-10 year period.

There were some concerns from Council that if the city overlays streets, will they last long enough or will they need to be redone sooner. Staff said the types of soils should allow overlays to last for 10 years. There was some discussion on changing the assessment policy to allow for assessment of overlays.

***Discussion will continue with staff on the assessment policy and the overlay strategy in the 5 year CIP.***

**Mark Erichson, WSB-** Brought up the CUP of Pinehaven Farm and how the traffic impacts Kettle River Blvd. which is a gravel road and is the most expensive road to maintain in the city.

**City Administrator Linwood-** Explained how at a previous meeting, Council voted to reopen the CUP with Pinehaven. Staff have only had a brief conversation with the operator and is looking for some more direction from Council on how to handle the gravel road. He explained the haunted hayride part is at capacity due to online scheduling, but the farm side of it has the potential to expand. Traffic counts on that road to Pinehaven are up to 5,000 trips a day during that event time. The CUP is from 2004 and does not establish or identify what the event is today. He walked

through some options that staff have initially discussed for how to pay for the upkeep of the road.

Council had some discussion on if attendance is truly capped, staff will have that conversation with the operator. There is no other access points that could be added due to Carlos Avery, making it a very challenging location. If the city chose to pave the road, it would only be the mile long stretch up to the farm.

There was discussion on how public safety would handle an active shooter with only one way in and one way out. Staff said it would be challenging, the road is wide enough to get public safety vehicles through, paving the road would help get those vehicles there faster.

***Council came to a consensus to have staff look at the CUP and meet with the operator to discuss long term plans for the property.***

#### 4. Water Meter Replacement and Discussion of funding options

**Public Works Superintendent Almhjeld-** Gave an overview on the benefits of installing new water meters. He gave the number of current meters that need to be replaced across the city. The last meter change out was 2005 and the approximate life of a meter is 20 years. The estimate received from Ferguson waterworks for the complete replacement of all remaining meters is \$443,905.00. Ferguson provides all the service from setting up appointments, installation of the meters, and installing the units into B&A. The cost savings show an approximate 6 year pay-back from the water usage captured with new meters and staff time reading meters. Staff is looking for direction from Council on how to fund the purchase of these meters.

**Councilmember Nanko Yeager-** Asked how this benefits snow birds who are not using their water during the winter.

**City Administrator Linwood-** Stated they are identified in our system and there is a minimum use set by the City several years ago. If snow birds are not home to monitor their water, these meters would flag the system if there was an uptick in usage.

***Council came to a consensus that these new meters are a benefit and directed staff to come back to council with some ideas on how to finance them.***

**MAYOR IVERSON ADJOURNED THE JULY 28, 2022 BUDGET WORK SESSION MEETING AT 7:45 PM.**



# Request for Council Action

Date: July 29, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Public Hearing for Parcels 21.11120.00 and 21.11121.00 for 2008 Wyoming Street and Utility Project Assessments

Method: New Business

## Background Information:

Parcels 21.11120.00 AND 21.11121.00 were originally included in an assessment roll for the 2008 Street and utility improvement project for 257<sup>th</sup> street. This project was for the creation of 257<sup>th</sup> street and running water and sewer utilities throughout the project area to parcels. The original creation of this road was largely due to the incoming 100,000 sq. ft. building for Xccent Inc. Rosenbauer America now owns that building and additionally Davita Dialysis clinic is located on the road along with the first addition of Heims Lake Villas (33 Villas homes) and a second addition of Heims Lake North and an additional 33 Villas Style Homes.



Parcel 21.11120.00 and 21.11121.00 went to tax forfeiture in 2017 and since then it has been available for purchase at Sheriff sale or through the Chisago County Auditor's office. At the end of May 2022 the two parcels were purchased via tax forfeit from Chisago County Sheriffs sale the parcel 21.11121.00 was purchased for \$25,000 with

the knowledge that there were remaining outstanding assessments on the property of \$194,919.39. The second parcel 21.11120.00 was purchased for \$31,000 with the knowledge that there were remaining outstanding assessments on the property of \$283,664.93. It was disclosed by the county to the purchaser that it is the city's decision on whether to re-assess the remaining outstanding assessments on each parcel. The purchase prices were applied on both parcels and then reduced from the outstanding assessment on each parcel as follows:

|                                            |                     |
|--------------------------------------------|---------------------|
| <b>PARCEL 21.11120.00</b>                  |                     |
| Sale Price                                 | \$31,000            |
| Less County Admin Costs                    | \$0                 |
| Less Special Assessments before Forfeiture | \$314,664.93        |
| <b>Amount to be Apportioned</b>            | <b>\$283,664.93</b> |

|                                            |                     |
|--------------------------------------------|---------------------|
| <b>PARCEL 21.11121.00</b>                  |                     |
| Sale Price                                 | \$25,000            |
| Less County Admin Costs                    | \$0                 |
| Less Special Assessments before Forfeiture | \$219,919.39        |
| <b>Amount to be Apportioned</b>            | <b>\$194,919.39</b> |

In 2009 the City of Wyoming bonded for this project with payments beginning in 2010 and completing in 2025. As part of the bond payments these parcels along this project were assessed to provide payment towards these bond proceeds. All of the properties on this corridor formerly could not be accessed due to there not being a street and did not have access to city water and sewer utilities. These parcels received a considerable benefit and value increase with the introduction of the street and utilities. With the parcels purchased via tax forfeit it is necessary for the city to re-assess the outstanding total balance of both parcels for \$478,584.32 (21.11120.00=\$283,664.93 and 21.11121.00=\$194,919.39) so the city can still receive payment of the assessment from this benefiting property.

The process to re-assess has followed the MN statutory requirements as far as notice to the property owner, public notice, amount to be assessed and public hearing to complete and approve the assessment. It would be the recommendation of Staff that the outstanding balance of \$478,584.32 be re-assessed on parcels 21.11120.00 and 21.11121.00. A copy of the assessment role is attached for review.

**Recommendation:** To approve **Resolution 22-08-65** a resolution approving assessment for parcel 21.11120.00 and 21.11121.00 for the 2008 Wyoming street and utility improvements (257th street).

| Owner Name      | Property Owner Address | OWNER CITY | OWNER STATE | OWNER ZIP | Property Address | PIN #       | Number of Assessable Units Within Parcel | Assessable Units | Method | Assessment Rate | Total Proposed Assessment |
|-----------------|------------------------|------------|-------------|-----------|------------------|-------------|------------------------------------------|------------------|--------|-----------------|---------------------------|
| OPSDAHL, THOMAS | 721 FISCHER CIRCLE     | STILLWATER | MN          | 55082     |                  | 21.11120.00 | 1                                        | 1                | UNIT   | \$283,664.93    | \$283,664.93              |
| OPSDAHL, THOMAS | 722 FISCHER CIRCLE     | STILLWATER | MN          | 55082     |                  | 21.11121.00 | 1                                        | 1                | UNIT   | \$194,919.39    | \$194,919.39              |

**RESOLUTION NO. 22-08-65**

**CITY OF WYOMING  
CHISAGO COUNTY, MINNESOTA**

**RESOLUTION APPROVING ASSESSMENT FOR PARCEL 21.11120.00 & 21.11121.00  
FOR THE 2008 WYOMING STREET AND UTILITY IMPROVEMENTS (257TH STREET)**

**WHEREAS**, pursuant to notice duly given as required by law, the City Council has met, heard and passed upon all objections to the proposed assessment for the 2008 Street Improvement Project and has amended such proposed assessment as it deems just;

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein is hereby found to be benefitted by the proposed improvement.

2. Such assessments shall be as follows:

a. The assessment shall be payable in full over a period of the next 30 days from the adoption of this resolution. The first of said installments to be payable with general taxes for the year 2022, collectible with such taxes during the year 2022.

b. The owner of the property so assessed may at any time prior to the certification of the assessment to the County Auditor, pay to the City Treasurer, and thereafter at any time prior to November 15 of any year pay to the County Auditor, the whole of the principal amount of the assessment on such property provided that no such prepayment shall be accepted without payment of all installments due to and including December 31 of the year of prepayment, and the original principal amount reduced only by the amounts of principal included in such installments computed on an annual amortization basis.

3. The City Clerk shall forthwith transmit a certified duplicate copy of this assessment to the County Auditor to be extended on the tax list of the County.

This resolution was adopted by the City Council of the City of Wyoming on the 3<sup>rd</sup> day of August, 2022.

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Lisa Iverson, Mayor

ATTEST:

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Robb Linwood, City Administrator/Clerk

For Check Dates 07/19/2022 to 07/19/2022

| Check Number Name                |                | Check Date       |
|----------------------------------|----------------|------------------|
| 53676 PACIFIC LIFE INSURANCE     |                | 07/19/2022       |
| Item Code                        | GL Number      | Amount           |
| ROTH                             | 101-0000-21712 | 230.77           |
|                                  |                | <u>230.77</u>    |
| 53677 CENTRAL PENSION FUND,      |                | 07/19/2022       |
| Item Code                        | GL Number      | Amount           |
| CENT PENS FUND                   | 101-0000-21716 | 480.00           |
|                                  |                | <u>480.00</u>    |
| 53678 WI SCTF,                   |                | 07/19/2022       |
| Item Code                        | GL Number      | Amount           |
| WI CHILD SUPPOR                  | 101-0000-21710 | 215.42           |
|                                  |                | <u>215.42</u>    |
| 53679 WI SCTF R & D,             |                | 07/19/2022       |
| Item Code                        | GL Number      | Amount           |
| WI SCTF                          | 101-0000-21710 | 65.00            |
|                                  |                | <u>65.00</u>     |
| EFT902 SELECTACCOUNT,            |                | 07/19/2022       |
| Item Code                        | GL Number      | Amount           |
| DEP CARE                         | 101-0000-21711 | 0.00             |
| FSA CONT                         | 101-0000-21711 | 0.00             |
| HSA CITY CONT                    | 101-0000-21707 | 0.00             |
| HSA CONT                         | 101-0000-21707 | 2,164.62         |
|                                  |                | <u>2,164.62</u>  |
| EFT903 P.E.R.A.,                 |                | 07/19/2022       |
| Item Code                        | GL Number      | Amount           |
| CORD PERA                        | 101-0000-21704 | 2,779.37         |
| DCP PERA                         | 101-0000-21704 | 16.67            |
| DCP PERA MATCH                   | 101-0000-21704 | 16.67            |
| PERA CITY MATCH                  | 101-0000-21704 | 3,206.96         |
| PF PERA                          | 101-0000-21704 | 4,118.59         |
| PF PERA CITY                     | 101-0000-21704 | 6,177.86         |
|                                  |                | <u>16,316.12</u> |
| EFT904 INTERNAL REVENUE SERVICE, |                | 07/19/2022       |

For Check Dates 07/19/2022 to 07/19/2022

Check Number Name

Check  
Date

| Item Code   | GL Number      | Amount          |
|-------------|----------------|-----------------|
| FITW        | 101-0000-21701 | 7,358.07        |
| MEDICARE_EE | 101-0000-21703 | 1,290.96        |
| MEDICARE_ER | 101-0000-21703 | 1,290.96        |
| SOCSEC_EE   | 101-0000-21703 | 3,477.16        |
| SOCSEC_ER   | 101-0000-21703 | 3,477.16        |
|             |                | <hr/> 16,894.31 |

EFT905 STATE OF MINNESOTA,

07/19/2022

| Item Code | GL Number      | Amount         |
|-----------|----------------|----------------|
| SITW      | 101-0000-21702 | 3,427.57       |
|           |                | <hr/> 3,427.57 |

**General Checking Account 10100****Total Amount Being Paid: \$39,793.81****Total Number of Checks: 8**

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Mayor Iverson

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Councilmember Luger

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Councilmember Nanko/Yeager

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Councilmember Schilling

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Councilmember Ohnstad

# City of Wyoming Check Detail Register

1/8  
July 29, 2022 09:45 AM  
User: ssaxe  
DR: Wyoming

**08-02-2022**

| Check #<br>Invoice #                      | Check Date        | Vendor Name                     | General Ledger # | Amount             | Comment                     |
|-------------------------------------------|-------------------|---------------------------------|------------------|--------------------|-----------------------------|
| <b>12509</b>                              | <b>08/02/2022</b> | <b>90 DEGREE BENEFITS</b>       |                  |                    |                             |
| 9011-077851-1000                          |                   |                                 |                  |                    |                             |
|                                           | 101-0000-21706    | HOSPITALIZATION                 |                  | \$25,987.36        | HOSPITALIZATION/MEDICAL INS |
| <b>Total for 90 DEGREE BENEFITS</b>       |                   |                                 |                  | <u>\$25,987.36</u> |                             |
| <b>53680</b>                              | <b>08/02/2022</b> | <b>AIRFRESH INDUSTRIES, INC</b> |                  |                    |                             |
| 50039                                     |                   |                                 |                  |                    |                             |
|                                           | 101-5200-44050    | SATALLITE RENTAL                |                  | \$100.00           | SATALLITE RENTAL            |
| 50374                                     |                   |                                 |                  |                    |                             |
|                                           | 101-5200-44050    | SATALLITE RENTAL                |                  | \$140.00           | SATALLITE RENTAL            |
| 50040                                     |                   |                                 |                  |                    |                             |
|                                           | 101-5200-44050    | SATALLITE RENTAL                |                  | \$100.00           | SATALLITE RENTAL            |
| 52501                                     |                   |                                 |                  |                    |                             |
|                                           | 101-5200-44050    | SATALLITE RENTAL                |                  | \$100.00           | SATALLITE RENTAL            |
| <b>Total for AIRFRESH INDUSTRIES, INC</b> |                   |                                 |                  | <u>\$440.00</u>    |                             |
| <b>53681</b>                              | <b>08/02/2022</b> | <b>ALEX SAXE</b>                |                  |                    |                             |
| 07262022                                  |                   |                                 |                  |                    |                             |
|                                           | 101-1400-42080    | TRAINING AND IN                 |                  | \$29.75            | TRAINING AND INSTRUCTION    |
| <b>Total for ALEX SAXE</b>                |                   |                                 |                  | <u>\$29.75</u>     |                             |
| <b>53682</b>                              | <b>08/02/2022</b> | <b>ALL SEASONS RENTAL</b>       |                  |                    |                             |
| 1-82941                                   |                   |                                 |                  |                    |                             |
|                                           | 101-2110-42100    | OPERATING SUPPL                 |                  | \$319.00           | OPERATING SUPPLIES          |
| <b>Total for ALL SEASONS RENTAL</b>       |                   |                                 |                  | <u>\$319.00</u>    |                             |
| <b>53683</b>                              | <b>08/02/2022</b> | <b>ANCOM COMMUNICATIONS</b>     |                  |                    |                             |
| 109272                                    |                   |                                 |                  |                    |                             |
|                                           | 101-2110-45800    | OTHER EQUIPMEN                  |                  | \$1,534.00         | OTHER EQUIPMENT             |
| <b>Total for ANCOM COMMUNICATIONS</b>     |                   |                                 |                  | <u>\$1,534.00</u>  |                             |
| <b>53684</b>                              | <b>08/02/2022</b> | <b>APPLEWOOD NURSERY</b>        |                  |                    |                             |
| 4929                                      |                   |                                 |                  |                    |                             |
|                                           | 101-3100-44410    | STREET MAINT MA                 |                  | \$29.97            | STREET MAINT MATERIALS      |
| 4911                                      |                   |                                 |                  |                    |                             |
|                                           | 101-3100-44410    | STREET MAINT MA                 |                  | \$345.59           | STREET MAINT MATERIALS      |
| 4913                                      |                   |                                 |                  |                    |                             |
|                                           | 101-3100-44410    | STREET MAINT MA                 |                  | \$59.94            | STREET MAINT MATERIALS      |
| <b>Total for APPLEWOOD NURSERY</b>        |                   |                                 |                  | <u>\$435.50</u>    |                             |
| <b>53685</b>                              | <b>08/02/2022</b> | <b>ASPEN MILLS</b>              |                  |                    |                             |
| 297217                                    |                   |                                 |                  |                    |                             |
|                                           | 101-2110-42350    | RESERVES                        |                  | \$344.40           | RESERVES                    |
| 297138                                    |                   |                                 |                  |                    |                             |
|                                           | 101-2110-44080    | UNIFORMS                        |                  | \$274.50           | UNIFORMS                    |
| <b>Total for ASPEN MILLS</b>              |                   |                                 |                  | <u>\$618.90</u>    |                             |

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|------------------------------------------------|-------------------|-------------------------------------------|------------------|-------------------|------------------------------------|
| <b>53686</b>                                   | <b>08/02/2022</b> | <b>BATTERIES + BULBS</b>                  |                  |                   |                                    |
| P47822951                                      |                   |                                           |                  |                   |                                    |
|                                                | 101-2110-42100    | OPERATING SUPPL                           |                  | \$36.00           | OPERATING SUPPLIES                 |
| P53016462                                      |                   |                                           |                  |                   |                                    |
|                                                | 101-2110-42100    | OPERATING SUPPL                           |                  | \$26.40           | OPERATING SUPPLIES                 |
| <b>Total for BATTERIES + BULBS</b>             |                   |                                           |                  | <b>\$62.40</b>    |                                    |
| <b>53687</b>                                   | <b>08/02/2022</b> | <b>BERGANKDV LTD</b>                      |                  |                   |                                    |
| 1168968                                        |                   |                                           |                  |                   |                                    |
|                                                | 101-1500-43010    | AUDITING AND AC                           |                  | \$4,000.00        | AUDITING AND ACCOUNTING            |
| <b>Total for BERGANKDV LTD</b>                 |                   |                                           |                  | <b>\$4,000.00</b> |                                    |
| <b>53688</b>                                   | <b>08/02/2022</b> | <b>BITUMINOUS ROADWAYS, INC</b>           |                  |                   |                                    |
| 31506                                          |                   |                                           |                  |                   |                                    |
|                                                | 101-3100-44410    | STREET MAINT MA                           |                  | \$570.43          | STREET MAINT MATERIALS             |
| 31627                                          |                   |                                           |                  |                   |                                    |
|                                                | 101-3100-44410    | STREET MAINT MA                           |                  | \$285.22          | STREET MAINT MATERIALS             |
| <b>Total for BITUMINOUS ROADWAYS, IN</b>       |                   |                                           |                  | <b>\$855.65</b>   |                                    |
| <b>53689</b>                                   | <b>08/02/2022</b> | <b>BRUCES FOODS</b>                       |                  |                   |                                    |
| 0106                                           |                   |                                           |                  |                   |                                    |
|                                                | 101-2110-42100    | OPERATING SUPPL                           |                  | \$49.90           | OPERATING SUPPLIES                 |
| 0083                                           |                   |                                           |                  |                   |                                    |
|                                                | 101-2110-42100    | OPERATING SUPPL                           |                  | \$4.99            | OPERATING SUPPLIES                 |
| <b>Total for BRUCES FOODS</b>                  |                   |                                           |                  | <b>\$54.89</b>    |                                    |
| <b>53690</b>                                   | <b>08/02/2022</b> | <b>CINTAS</b>                             |                  |                   |                                    |
| 4126080015                                     |                   |                                           |                  |                   |                                    |
|                                                | 101-1400-43600    | CLEANING SERVIC                           |                  | \$28.22           | CLEANING SERVICE-CITY HALL         |
| 4126079975                                     |                   |                                           |                  |                   |                                    |
|                                                | 101-2110-43600    | CLEANING SERVIC                           |                  | \$25.91           | CLEANING SERVICE-PUBLIC SAFETY     |
| 4126079872                                     |                   |                                           |                  |                   |                                    |
|                                                | 101-3100-44180    | UNIFORMS                                  |                  | \$108.06          | STREETS                            |
|                                                | 101-3100-42100    | OPERATING SUPPL                           |                  | \$25.67           | SHOP SUPPLIES                      |
| <b>Total for CINTAS</b>                        |                   |                                           |                  | <b>\$187.86</b>   |                                    |
| <b>53691</b>                                   | <b>08/02/2022</b> | <b>CINTAS CORP-FIRST AID &amp; SAFETY</b> |                  |                   |                                    |
| 5116597633                                     |                   |                                           |                  |                   |                                    |
|                                                | 101-5200-42100    | OPERATING SUPPL                           |                  | \$362.80          | OPERATING SUPPLIES                 |
| <b>Total for CINTAS CORP-FIRST AID &amp; S</b> |                   |                                           |                  | <b>\$362.80</b>   |                                    |
| <b>53692</b>                                   | <b>08/02/2022</b> | <b>ECM PUBLISHERS INC.</b>                |                  |                   |                                    |
| 902174                                         |                   |                                           |                  |                   |                                    |
|                                                | 800-0000-20597    | FOURTEEN FOODS                            |                  | \$62.00           | FOURTEEN FOODS/DQ ESCROW SITE PLAN |
| 902173                                         |                   |                                           |                  |                   |                                    |
|                                                | 101-1400-43510    | LEGAL NOTICE PUI                          |                  | \$72.80           | LEGAL NOTICE PUBLICATION           |
| <b>Total for ECM PUBLISHERS INC.</b>           |                   |                                           |                  | <b>\$134.80</b>   |                                    |



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| <b>53693</b>                                  | <b>08/02/2022</b> | <b>FERGUSON WATERWORKS</b>           |                  |                    |                                         |
| 0497761                                       |                   |                                      | 601-9425-42310   | CONTRACTED SER     | \$5,600.00 CONTRACTED SERVICES          |
|                                               |                   |                                      | 602-9425-42310   | CONTRACTED SER     | \$7,250.00 CONTRACTED SERVICES          |
| 0498040                                       |                   |                                      | 601-9425-42290   | METERS             | \$1,720.00 METERS                       |
| 0498205                                       |                   |                                      | 601-9425-42290   | METERS             | \$223.20 METERS                         |
| <b>Total for FERGUSON WATERWORKS</b>          |                   |                                      |                  | <b>\$14,793.20</b> |                                         |
| <b>53694</b>                                  | <b>08/02/2022</b> | <b>FOREST LAKE SECURITY LLC</b>      |                  |                    |                                         |
| 5301                                          |                   |                                      | 101-2110-44010   | REPAIRS & MAINT.   | \$656.00 REPAIRS & MAINT. - BUILDINGS   |
| <b>Total for FOREST LAKE SECURITY LLC</b>     |                   |                                      |                  | <b>\$656.00</b>    |                                         |
| <b>53695</b>                                  | <b>08/02/2022</b> | <b>FRANCINE KOSSE</b>                |                  |                    |                                         |
| 07/27/2022                                    |                   |                                      | 602-0000-11500   | ACCOUNTS RECEIV    | \$102.62 Sewer - Base Charge            |
| <b>Total for FRANCINE KOSSE</b>               |                   |                                      |                  | <b>\$102.62</b>    |                                         |
| <b>53696</b>                                  | <b>08/02/2022</b> | <b>GRAINGER INC.</b>                 |                  |                    |                                         |
| 1453655856                                    |                   |                                      | 101-3100-42400   | SMALL TOOLS/MIN    | \$236.04 SMALL TOOLS/MINOR EQUIPMENT    |
| <b>Total for GRAINGER INC.</b>                |                   |                                      |                  | <b>\$236.04</b>    |                                         |
| <b>53697</b>                                  | <b>08/02/2022</b> | <b>HALLBERG FAMILY LTD</b>           |                  |                    |                                         |
| 07152022                                      |                   |                                      | 101-2110-42100   | OPERATING SUPPL    | \$52.50 OPERATING SUPPLIES              |
| <b>Total for HALLBERG FAMILY LTD</b>          |                   |                                      |                  | <b>\$52.50</b>     |                                         |
| <b>53698</b>                                  | <b>08/02/2022</b> | <b>INNOVATIVE OFFICE SOLUTIONS</b>   |                  |                    |                                         |
| IN3866122                                     |                   |                                      | 101-2110-42000   | SUPPLIES - OFFICE  | \$92.52 SUPPLIES - OFFICE/COPY/COMPUTR  |
| IN3863503                                     |                   |                                      | 101-1400-42000   | SUPPLIES - OFFICE  | \$205.46 SUPPLIES - OFFICE/COPY/COMPUTR |
| <b>Total for INNOVATIVE OFFICE SOLUTI</b>     |                   |                                      |                  | <b>\$297.98</b>    |                                         |
| <b>53699</b>                                  | <b>08/02/2022</b> | <b>JAMES &amp; LINDA VOSS</b>        |                  |                    |                                         |
| 07/27/2022                                    |                   |                                      | 651-0000-11500   | ACCOUNTS RECEIV    | \$9.30 Surface Water Mgmt               |
| <b>Total for JAMES &amp; LINDA VOSS</b>       |                   |                                      |                  | <b>\$9.30</b>      |                                         |
| <b>53700</b>                                  | <b>08/02/2022</b> | <b>JAMIE &amp; PATRICK CARPENTER</b> |                  |                    |                                         |
| 07/25/2022                                    |                   |                                      | 602-0000-11500   | ACCOUNTS RECEIV    | \$74.69 Sewer - Base Charge             |
| <b>Total for JAMIE &amp; PATRICK CARPENTE</b> |                   |                                      |                  | <b>\$74.69</b>     |                                         |
| <b>53701</b>                                  | <b>08/02/2022</b> | <b>LTG POWER EQUIPMENT</b>           |                  |                    |                                         |
| 269885                                        |                   |                                      | 101-3100-42400   | SMALL TOOLS/MIN    | \$214.94 SMALL TOOLS/MINOR EQUIPMENT    |
| <b>Total for LTG POWER EQUIPMENT</b>          |                   |                                      |                  | <b>\$214.94</b>    |                                         |

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| <b>53702</b>                                   | <b>08/02/2022</b> | <b>MACQUEEN EMERGENCY</b>            |                  |                              |                                |
| P02621                                         |                   |                                      | 101-2110-42100   | OPERATING SUPPL \$100.00     | OPERATING SUPPLIES             |
| <b>Total for MACQUEEN EMERGENCY</b>            |                   |                                      |                  | <b>\$100.00</b>              |                                |
| <b>53703</b>                                   | <b>08/02/2022</b> | <b>MENARDS- FOREST LAKE</b>          |                  |                              |                                |
| 88914                                          |                   |                                      | 101-1400-44010   | REPAIRS & MAINT. \$76.96     | REPAIRS & MAINT. - BUILDINGS   |
| 88839                                          |                   |                                      | 101-3100-42400   | SMALL TOOLS/MIN \$4.76       | SMALL TOOLS/MINOR EQUIPMENT    |
| 88790                                          |                   |                                      | 101-3100-42400   | SMALL TOOLS/MIN \$65.70      | SMALL TOOLS/MINOR EQUIPMENT    |
| 88765                                          |                   |                                      | 101-3100-44010   | REPAIRS & MAINT. \$9.99      | REPAIRS & MAINT. - BUILDINGS   |
| 88638                                          |                   |                                      | 101-3100-42400   | SMALL TOOLS/MIN \$271.29     | SMALL TOOLS/MINOR EQUIPMENT    |
| 88443                                          |                   |                                      | 101-3100-42260   | SIGN MATERIAL/RI \$7.85      | SIGN MATERIAL/REPLACEMENT      |
| 89113                                          |                   |                                      | 651-9425-44030   | REP & MAIN. - OT \$17.52     | REP & MAIN. - OTHER THAN BLDGS |
| 89095                                          |                   |                                      | 651-9425-44030   | REP & MAIN. - OT \$42.49     | REP & MAIN. - OTHER THAN BLDGS |
| <b>Total for MENARDS- FOREST LAKE</b>          |                   |                                      |                  | <b>\$496.56</b>              |                                |
| <b>53704</b>                                   | <b>08/02/2022</b> | <b>MINNESOTA PUMP WORKS</b>          |                  |                              |                                |
| INV018501                                      |                   |                                      | 602-9425-44380   | LIFT STATIONS MA \$19,883.77 | LIFT STATIONS MAINTENANCE      |
| INV018446                                      |                   |                                      | 602-9425-44380   | LIFT STATIONS MA \$1,845.25  | LIFT STATIONS MAINTENANCE      |
| <b>Total for MINNESOTA PUMP WORKS</b>          |                   |                                      |                  | <b>\$21,729.02</b>           |                                |
| <b>53705</b>                                   | <b>08/02/2022</b> | <b>MINNESOTA VALLEY TESTING LABS</b> |                  |                              |                                |
| 1153050                                        |                   |                                      | 601-9425-43110   | LAB COSTS \$102.50           | LAB TESTS                      |
| 1153291                                        |                   |                                      | 601-9425-43110   | LAB COSTS \$102.50           | LAB TESTS                      |
| 1153397                                        |                   |                                      | 601-9425-43110   | LAB COSTS \$60.00            | LAB TESTS                      |
| <b>Total for MINNESOTA VALLEY TESTING LABS</b> |                   |                                      |                  | <b>\$265.00</b>              |                                |
| <b>53706</b>                                   | <b>08/02/2022</b> | <b>MJ LORENZ CONCRETE, INC</b>       |                  |                              |                                |
| 8532                                           |                   |                                      | 101-3100-44410   | STREET MAINT MA \$6,350.00   | STREET MAINT MATERIALS         |
| <b>Total for MJ LORENZ CONCRETE, INC</b>       |                   |                                      |                  | <b>\$6,350.00</b>            |                                |
| <b>53707</b>                                   | <b>08/02/2022</b> | <b>MN. DNR</b>                       |                  |                              |                                |
| 8105583                                        |                   |                                      | 101-3100-42260   | SIGN MATERIAL/RI \$38.15     | SIGN MATERIAL/REPLACEMENT      |
| <b>Total for MN. DNR</b>                       |                   |                                      |                  | <b>\$38.15</b>               |                                |

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| <b>53708</b>                                   | <b>08/02/2022</b> | <b>NAPA AUTO PARTS</b>               |                  |                   |                              |
| 104990                                         |                   |                                      |                  |                   |                              |
|                                                | 101-3100-44040    | REPAIRS & MAINT.                     |                  | \$6.44            | REPAIRS & MAINT. - EQUIPMENT |
| 107000                                         |                   |                                      |                  |                   |                              |
|                                                | 101-3100-44040    | REPAIRS & MAINT.                     |                  | \$11.68           | REPAIRS & MAINT. - EQUIPMENT |
| <b>Total for NAPA AUTO PARTS</b>               |                   |                                      |                  | <b>\$18.12</b>    |                              |
| <b>53709</b>                                   | <b>08/02/2022</b> | <b>NORTHERN TOOL &amp; EQUIPMENT</b> |                  |                   |                              |
| 0363227727                                     |                   |                                      |                  |                   |                              |
|                                                | 101-5200-44040    | REPAIRS & MAINT.                     |                  | \$46.13           | REPAIRS & MAINT. - EQUIPMENT |
| <b>Total for NORTHERN TOOL &amp; EQUIPMENT</b> |                   |                                      |                  | <b>\$46.13</b>    |                              |
| <b>53710</b>                                   | <b>08/02/2022</b> | <b>PETERSON'S NORTH BRANCH MILL</b>  |                  |                   |                              |
| 146903                                         |                   |                                      |                  |                   |                              |
|                                                | 101-3100-44410    | STREET MAINT MA                      |                  | \$173.00          | STREET MAINT MATERIALS       |
| <b>Total for PETERSON'S NORTH BRANCH</b>       |                   |                                      |                  | <b>\$173.00</b>   |                              |
| <b>53711</b>                                   | <b>08/02/2022</b> | <b>PREMIER CUSTOM HOMES INC</b>      |                  |                   |                              |
| BSF21-0026                                     |                   |                                      |                  |                   |                              |
|                                                | 800-0000-20401    | SILT FENCE                           |                  | \$810.00          | BSF21-0026                   |
| BSF21-0010                                     |                   |                                      |                  |                   |                              |
|                                                | 800-0000-20401    | SILT FENCE                           |                  | \$810.00          | BSF21-0010                   |
| <b>Total for PREMIER CUSTOM HOMES INC</b>      |                   |                                      |                  | <b>\$1,620.00</b> |                              |
| <b>53712</b>                                   | <b>08/02/2022</b> | <b>RAPIT PRINTING INC</b>            |                  |                   |                              |
| 238647                                         |                   |                                      |                  |                   |                              |
|                                                | 101-3100-42400    | SMALL TOOLS/MIN                      |                  | \$303.86          | SMALL TOOLS/MINOR EQUIPMENT  |
| 238936                                         |                   |                                      |                  |                   |                              |
|                                                | 101-1400-42100    | OPERATING SUPPL                      |                  | \$67.00           | OPERATING SUPPLIES           |
| <b>Total for RAPIT PRINTING INC</b>            |                   |                                      |                  | <b>\$370.86</b>   |                              |
| <b>53713</b>                                   | <b>08/02/2022</b> | <b>RICOH BUSINESS SYSTEMS</b>        |                  |                   |                              |
| 106365346                                      |                   |                                      |                  |                   |                              |
|                                                | 101-1400-42150    | COPIER                               |                  | \$146.23          | CITY HALL                    |
|                                                | 101-2110-42240    | MAINTENANCE CO                       |                  | \$77.19           | POLICE DEPT                  |
|                                                | 101-2110-42240    | MAINTENANCE CO                       |                  | \$20.71           | FIRE DEPT                    |
| <b>Total for RICOH BUSINESS SYSTEMS</b>        |                   |                                      |                  | <b>\$244.13</b>   |                              |
| <b>53714</b>                                   | <b>08/02/2022</b> | <b>ROSENBAUER</b>                    |                  |                   |                              |
| 54465                                          |                   |                                      |                  |                   |                              |
|                                                | 101-2110-43900    | VEHICLE MAINTEN                      |                  | \$726.00          | VEHICLE MAINTENANCE          |
| <b>Total for ROSENBAUER</b>                    |                   |                                      |                  | <b>\$726.00</b>   |                              |
| <b>53715</b>                                   | <b>08/02/2022</b> | <b>SYLVA CORPORATION, INC.</b>       |                  |                   |                              |
| 73657                                          |                   |                                      |                  |                   |                              |
|                                                | 101-5200-44040    | REPAIRS & MAINT.                     |                  | \$5,113.90        | REPAIRS & MAINT. - EQUIPMENT |
| <b>Total for SYLVA CORPORATION, INC.</b>       |                   |                                      |                  | <b>\$5,113.90</b> |                              |

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| <b>53716</b><br>M27478     | <b>08/02/2022</b> | <b>TIMESAVER OFF SITE SECRETARIAL</b>           |                  |            |                             |
|                            |                   | 101-1400-42310 CONTRACTED SER                   |                  | \$154.00   | CITY COUNCIL MEETING        |
|                            |                   | <b>Total for TIMESAVER OFF SITE SECRETARIAL</b> |                  | \$154.00   |                             |
| <b>53717</b><br>9911270004 | <b>08/02/2022</b> | <b>VERIZON</b>                                  |                  |            |                             |
|                            |                   | 602-9425-43210 TELEPHONE                        |                  | \$80.04    | MACHINE-TO-MACHINE          |
|                            |                   | <b>Total for VERIZON</b>                        |                  | \$80.04    |                             |
| <b>53718</b><br>82397055   | <b>08/02/2022</b> | <b>WEX BANK</b>                                 |                  |            |                             |
|                            |                   | 101-2400-42120 MOTOR FUELS                      |                  | \$183.00   | MOTOR FUELS                 |
|                            |                   | 101-2110-42120 MOTOR FUELS                      |                  | \$1,288.48 | MOTOR FUELS                 |
|                            |                   | 101-2110-42120 MOTOR FUELS                      |                  | \$4,917.73 | MOTOR FUELS                 |
|                            |                   | 101-3100-42120 MOTOR FUELS                      |                  | \$1,069.45 | MOTOR FUELS                 |
|                            |                   | 101-5200-42120 MOTOR FUELS                      |                  | \$86.37    | MOTOR FUELS                 |
|                            |                   | 601-9425-42120 MOTOR FUELS                      |                  | \$577.91   | MOTOR FUELS                 |
|                            |                   | 602-9425-42120 MOTOR FUELS                      |                  | \$577.90   | MOTOR FUELS                 |
|                            |                   | <b>Total for WEX BANK</b>                       |                  | \$8,700.84 |                             |
| <b>53719</b><br>9014603370 | <b>08/02/2022</b> | <b>WILLIAMS SCOTSMAN, INC.</b>                  |                  |            |                             |
|                            |                   | 101-3100-44100 RENTALS (EQUIPM                  |                  | \$482.00   | RENTALS (EQUIPMENT)         |
|                            |                   | <b>Total for WILLIAMS SCOTSMAN, INC.</b>        |                  | \$482.00   |                             |
| <b>53720</b><br>458667     | <b>08/02/2022</b> | <b>WINNICK SUPPLY INC.</b>                      |                  |            |                             |
|                            |                   | 101-3100-42400 SMALL TOOLS/MIN                  |                  | \$16.72    | SMALL TOOLS/MINOR EQUIPMENT |
|                            |                   | <b>Total for WINNICK SUPPLY INC.</b>            |                  | \$16.72    |                             |

# City of Wyoming Check Detail Register

7/8  
July 29, 2022 09:45 AM  
User: ssaxe  
DR: Wyoming

**08-02-2022**

| Check #<br>Invoice #         | Check Date        | Vendor Name        |                    |                                |
|------------------------------|-------------------|--------------------|--------------------|--------------------------------|
|                              | General Ledger #  | Amount             |                    | Comment                        |
| <b>53721</b>                 | <b>08/02/2022</b> | <b>XCEL ENERGY</b> |                    |                                |
| 787777604                    | 601-9425-43800    | UTILITIES-GAS/ELI  | \$182.40           | WELLHOUSE                      |
| 787574654                    | 101-3100-43800    | UTILITIES-GAS/ELI  | \$19.53            | PARKS                          |
| 787630593                    | 101-3100-43860    | STREET LIGHTS      | \$69.13            | STOP LIGHTS                    |
| 787591595                    | 101-3100-43860    | STREET LIGHTS      | \$12.86            | STOP LIGHTS                    |
| 787562956                    | 101-3100-43800    | UTILITIES-GAS/ELI  | \$17.39            | SPEED SIGN                     |
| 787535195                    | 101-3100-43800    | UTILITIES-GAS/ELI  | \$19.12            | SPEED SIGN                     |
| 787611604                    | 101-3100-43800    | UTILITIES-GAS/ELI  | \$18.64            | PARKS                          |
| 787813428                    | 101-3100-43800    | UTILITIES-GAS/ELI  | \$20.35            | SPEED SIGN                     |
| 787797539                    | 101-3100-43800    | UTILITIES-GAS/ELI  | \$18.64            | SPEED SIGN                     |
| 788277526                    | 101-3100-43860    | STREET LIGHTS      | \$351.17           | STOP LIGHTS                    |
|                              | 101-3100-43800    | UTILITIES-GAS/ELI  | \$1,552.31         | SPEED SIGN                     |
|                              | 601-9425-43800    | UTILITIES-GAS/ELI  | \$3,512.40         | UTILITIES-GAS/ELEC/SEWER/WATER |
|                              | 101-2110-43800    | UTILITIES-GAS/ELI  | \$654.06           | POLICE/PUBLIC WORKS            |
|                              | 101-1400-43800    | UTILITIES-GAS/ELI  | \$94.79            | CITY HALL                      |
|                              | 101-5500-43800    | UTILITIES-GAS/ELI  | \$2,154.39         | LIBRARY                        |
|                              | 101-5200-43800    | UTILITIES-GAS/ELI  | \$397.76           | UTILITIES-GAS/ELEC/SEWER/WATER |
| 788264708                    | 602-9425-43800    | UTILITIES-GAS/ELI  | \$1,229.69         | LIFT STATIONS                  |
|                              | 601-9425-43800    | UTILITIES-GAS/ELI  | \$35.99            | WELLHOUSE                      |
| <b>Total for XCEL ENERGY</b> |                   |                    | <b>\$10,360.62</b> |                                |

# City of Wyoming Check Detail Register

8/8  
July 29, 2022 09:45 AM  
User: ssaxe  
DR: Wyoming

08-02-2022

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

**General Checking Account 10100**  
**Total Amount Being Paid: \$108,545.27**  
**Total Number of Checks: 43**

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Mayor Iverson

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Councilmember Luger

---

Councilmember Nanko/Yeager

---

Councilmember Schilling

---

Councilmember Ohnstad

## Fred Weck

---

**From:** Robb Linwood  
**Sent:** Monday, June 20, 2022 8:07 PM  
**To:** Fred Weck  
**Subject:** FW: Open Planning Commission position at City of Wyoming

----- Original message -----

**From:** Dan Iverson <iverson\_dan@yahoo.com>  
**Date:** 6/20/22 7:59 PM (GMT-06:00)  
**To:** Robb Linwood <RLinwood@wyomingmn.org>  
**Subject:** Open Planning Commission position at City of Wyoming

**Caution:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Linwood and Chair Lobermeier,

Please consider this email as my application to an open Planning Commission position at the City of Wyoming.

**Background:**

I relocated from Blaine Minnesota to Wyoming Township in 1994, what was considered "the country" at the time – and in many ways, still feels like "country living" to me with all the amenities of "city" living just 5-6 minutes away. I look forward to many more years as a Wyoming resident!

My career has been a blessing of many positions at well established and known corporations, most recently with Medtronic (last 10 years) and before then at Optum Health, a United Healthcare company. I am currently a Program Manager at Medtronic responsible for communicating product quality issues to Physicians, Clinicians, and Patients who rely on Medtronic medical devices to alleviate pain, restore health and extend life. I have recently been granted a part time role at Medtronic which allows me to devote time to an endeavor such as being a member of the Planning Commission at the City of Wyoming.

**Skills / Interests:**

Over the course of my career, coupled with my Business Degree earned at the U of Minnesota, Mpls. Campus, I have learned to effectively solve problems, maximize efficiencies and remove waste. I have earned a six-sigma lean black belt while employed at Unisys in 2006. I have also learned to be an effective communicator, an important attribute when informing physicians of a potential quality issue with a life saving device.

I would like to contribute to the bright future of Wyoming by serving our residents as a member of the planning commission, to do the best of my ability in ensuring a vibrant city that each resident can take pride in.

Thank you,

Dan Iverson

**RESOLUTION NO. 22-08-66**

**CITY OF WYOMING  
CHISAGO COUNTY, MINNESOTA**

**A RESOLUTION SETTING A PUBLIC HEARING ON THE PROPOSED VACATION  
AT 5690 277<sup>TH</sup> STREET**

**WHEREAS**, the City Council pursuant to Minnesota Statute § 412.851 desires to consider the vacation of public right of way at 5690 277<sup>th</sup> Street legally described as:

*SubdivisionName SUNRISE MEADOWS Lot 008 Block 001 SubdivisionCd 10490.*

**NOW THEREFORE, BE IT RESOLVED** The City Council will consider the vacation of such right of way and a public hearing shall be held on such proposed vacation on the 6th day of September, 2022, in the City Hall located at 26885 Forest Blvd. Wyoming, Minnesota 55092 at 7PM.

**BE IT FURTHER RESOLVED** that the City Clerk is hereby directed to give published, posted and mailed notice of such hearing as required by law.

**Hereupon said resolution was declared passed and adopted by the City Council of the City of Wyoming this 3<sup>rd</sup> day of August, 2022.**

**CITY OF WYOMING**

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

**ATTEST:**

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





## *Request for Council Action*

*Date:* 8/3/2022

*Presented to:* Mayor Iverson and City Council Members

*Presented by:* Chuck Almhjeld, Public Works Superintendent

*Department:* Public Works

*Reference:* Maintenance Fees

*Method:* Consent

### ***Background Information:***

The annual maintenance fees for the Neptune 360 software and the devices that Public Works uses for reading the meters is due for the period of 10/01/2022-09/30/2023. The Neptune 360 is \$7250.00 and is the software used to read the water meters, billing, and data from City hall.

The other maintenance fees, Gateway Collectors, belt clip, and mobile reader fees are the remaining \$5600.00. All of these devices are for reading the water meters. The data collectors are on top of our two water towers.

The fees are paid out of the Water and Sewer Enterprise Funds and are an annual expense. This year they were all combined and exceed the \$10,000.00 purchasing policy requirement.

### ***Recommendation:***

Approve the annual maintenance fees for Neptune 360 Software from Ferguson Waterworks in the amount of \$12,850.00.



**CITY OF WYOMING**

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



1694 91ST AVE NE  
BLAINE, MN 55449-4311

Please contact with Questions: 763-560-5200

| INVOICE NUMBER | TOTAL DUE   | CUSTOMER | PAGE   |
|----------------|-------------|----------|--------|
| 0497761        | \$12,850.00 | 25836    | 1 of 1 |

**PLEASE REFER TO INVOICE NUMBER WHEN  
MAKING PAYMENT AND REMIT TO:**

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

**SHIP TO:**

CITY OF WYOMING  
METER ACCOUNT  
26885 FOREST BLVD  
WYOMING, MN 55092

| SHIP WHSE. | SELL WHSE. | TAX CODE | CUSTOMER ORDER NUMBER | SALESMAN | JOB NAME      | INVOICE DATE | BATCH ID |
|------------|------------|----------|-----------------------|----------|---------------|--------------|----------|
| 2518       | 2518       | MNE      | WYOMING MAINTENANCE   | SMH      | METER ACCOUNT | 07/22/22     | 24575    |

| ORDERED           | SHIPPED | ITEM NUMBER  | DESCRIPTION                                               | UNIT PRICE | UM | AMOUNT   |
|-------------------|---------|--------------|-----------------------------------------------------------|------------|----|----------|
|                   |         |              | MAINTENANCE RUNS<br>10/01/2022-09/30/2023                 |            |    |          |
| 1                 | 1       | N13812103    | AMI 360 ESSENTIAL 1001-2500                               | 7250.000   | EA | 7250.00  |
| 2                 | 2       | SP-N13727001 | MAINT R900 GATEWAY D COLLECTOR<br>SERIAL # GPV402161, 169 | 1450.000   | EA | 2900.00  |
| 1                 | 1       | SP-N13721008 | R900 BELT CLIP ANNUAL MAINT/ENTITLE<br>SERIAL # BC301298  | 500.000    | EA | 500.00   |
| 1                 | 1       | N13721005    | ANNUAL ENTITLEMENT FEE MRX920<br>SERIAL # MRX401129       | 2200.000   | EA | 2200.00  |
| INVOICE SUB-TOTAL |         |              |                                                           |            |    | 12850.00 |

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

Looking for a more convenient way to pay your bill?

Log in to **Ferguson.com** and request access to Online Bill Pay.



|        |               |                  |           |             |
|--------|---------------|------------------|-----------|-------------|
| TERMS: | NET 10TH PROX | ORIGINAL INVOICE | TOTAL DUE | \$12,850.00 |
|--------|---------------|------------------|-----------|-------------|

All past due amounts are subject to a service charge of 1.5% per month, or the maximum allowed by law, if lower. If Buyer fails to pay within terms, then in addition to other remedies, Buyer agrees to pay Seller all costs of collection, including reasonable attorney fees. Complete terms and conditions are available upon request or at <https://www.ferguson.com/content/website-info/terms-of-sale>, incorporated by reference. Seller may convert checks to ACH.  
\*Any reference to or incorporation of Executive Order 14042 and/or the EO-implementing Federal clauses (FAR 52.223 -99 and/or DFARS 252.223-7999) is expressly rejected by Seller and shall not apply as Seller is a materials supplier and therefore exempt under the Executive Order.\*

## **RESOLUTION NO. 22-08-67**

### **A RESOLUTION AUTHORIZING THE PAYMENT OF THE ANNUAL MAINTENANCE FEES TO FERGUSON WATERWORKS FOR THE MAINTENANCE OF THE NEPTUNE 360 SOFTWARE AND THE DEVICES FOR READING THE WATER METERS IN THE AMOUNT OF \$12,850.00**

**WHEREAS**, The annual maintenance fees for the Neptune 360 software and the devices that Public Works uses for reading the meters is due for the period of 10/01/2022-09/30/2023; and

**WHEREAS**, the Neptune 360 is \$7,250.00 and is the software used to read the water meters, billing, and data from City hall; and

**WHEREAS**, the Gateway Collectors, belt clip, and mobile reader fees are \$5,600.00 and are needed for reading the water meters; and

**WHEREAS**, the fees are paid out of the Water and Sewer Enterprise Funds and are an annual expense. This year they were all combined and exceed the \$10,000.00 purchasing policy requirement.

**THEREFORE, BE IT RESOLVED**, The Wyoming City Council authorizes the payment of the annual maintenance fees to Ferguson waterworks for the maintenance of the Neptune 360 software and the devices for reading the water meters in the amount of \$12,850.00.

**Hereupon said Resolution was declared duly passed and adopted this 3rd day of August, 2022.**

CITY OF WYOMING

By:

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

ATTEST:

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



July 27, 2022

Mayor Iverson and City Council Members

Re: Public Safety Activity Report, August 3, 2022, City Council Meeting

### **Citizens' Academy – Chisago County**

The Chisago County Citizens Academy is accepting applications for the Fall 2022 program. We will be one of the participating agencies again this fall. Anyone interested should get their application submitted soon!

<https://www.chisagocountymn.gov/212/Citizens-Academy-Program>

### **Succession Planning**

One of the priorities for 2022 and the next few years is to be intentional about developing our current officers to be future leaders in the department and create pathways for our Reserves and future CSO to become police officers. The MN POST Board had 94 police officer positions posted last week alone. Our strategies need to identify Wyoming PD as a desirable department with a supportive culture. These efforts will be a top priority moving forward.

### **Fire Updates**

The fire service recently met with Fairview Meadows to work through their evacuation processes. This was a great opportunity for our fire department to interact with the Fairview Meadows staff and to better understand the process if an emergency does occur at the facility.

### **Upcoming Community Outreach Events**

- August 2, 2022 – Night to Unite event
- August 20, 2022 – Stomp Out Suicide walk
- August 27, 2022 – Hunter Firearm Safety course
- September 17<sup>th</sup>, 2022 – Stagecoach Day
- October 7 – 10, 2022 – Faith and Blue Weekend (details TBD)

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



### **PUBLIC SAFETY**

P.O. Box 188, 7665 Wyoming Trl., Wyoming, MN 55092  
Phone: 651-462-0577 Fax: 651-462-0506



July 28, 2022  
Honorable Mayor and City Council  
City of Wyoming  
26885 Forest Boulevard  
Wyoming, MN 55092

**RE: AUGUST 3, 2022 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.

**Hallberg RV Storage Site**

All interior walls have been constructed, all roofing and steel siding is complete, overhead doors have been installed in two buildings, stone wainscoting is done on one building, started on a second, and lath on the remaining two buildings. The steel frames for all four structures have been erected. The floor slabs all the buildings have been placed. All footings and the foundations for the buildings are in, site grading is near completion.

**Hallberg Bingham Site**

Plans and permit applications have been submitted for the finishing of the two tenant spaces and have been reviewed and are waiting for responses from the contractors before they will be issued. Siding and roofing have been done. The masonry firewall separating the two tenants has been constructed. Structural steel has been erected. Footings and foundation have been installed. Site work continues. The building and grading permits have been issued.

**Fairview Hospital**

The permit to remodel a laboratory area has been issued; framing, plumbing, and HVAC rough-in inspections have been approved.

**Maranatha Radio Tower**

The fence surrounding the tower site is constructed, but one of the congregant's needs to make and install the gate to complete the job.

**Planning Commission**

Fourteen Foods, LLC has requested approval of a Conditional Use Permit for increased impervious surface area in a shoreland district and Site Plan Review approval to demolish the existing, and construct a new, Dairy Queen. This is a separate agenda item.

The Planning Commission is recommending that the City Council appoint Dan Iverson to Planning Commission Seat D, vacated by Bryan Murdock. The next reappointment year for Seat D is 2024. This is a separate agenda item.

Sincerely,

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



**DEPARTMENT OF BUILDING SAFETY**

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

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



**ECKBERG  
LAMMERS**  
ATTORNEYS AT LAW

[www.eckberglammers.com](http://www.eckberglammers.com)

Writer's Direct Dial:  
(715) 808-8842

Writer's Email:  
[tloonan@eckberglammers.com](mailto:tloonan@eckberglammers.com)

July 27, 2022

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

*Delivered via Email*

**Re: City of Wyoming  
Status Update for the Period of – July 14, 2022 – July 27, 2022**

Dear Robb:

Our office is working with City staff to review and finalize contracts for upcoming and on-going City projects. We are reviewing contracts relating to upcoming development projects and continue to field general questions relating to employment matters and serve in our general counsel role of addressing all general legal concerns raised by City staff relating to any other legal matters relevant to the City.

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

Very Truly Yours,

*s/ Thomas R. Loonan*

Thomas R. Loonan  
City Attorney

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

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



# Engineer's Report



July 28, 2022

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

Re: August 3, 2022 City Council Meeting  
WSB Project No. 018813-000

Dear Mayor and Council Members:

This engineers 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.

## **Capital Improvement Planning/Street Rating Results/Annual Road Tour**

Staff has collaborated on future road projects (maintenance and construction), updating costs based on current pricing, updated mapping, and have worked with financial consulting staff to incorporate into our long-term financial plan in preparation for discussion at the work session on July 28<sup>th</sup>.

## **Diamond Ridge Development**

Plans have been approved and the developer has provided a different contractor bid for slightly less than the previous contractor's bid. The development agreement has been updated and once staff receives the necessary securities, a preconstruction meeting will be held and the construction of utilities and streets will begin shortly thereafter. The developer has not yet scheduled a pre-construction meeting. Staff will be sure to convey neighbor concerns related to construction that have come up as part of the public hearing and other comments received.

## **East Viking Boulevard (Fenwick to Polaris)**

We were unsuccessful in our pursuit of the Federal EDA Grant Application. Staff has met with Federal EDA staff to discuss results and it is believed that we did not score well enough due to the lack of number of benefitting businesses and expansion opportunities along with lack of COVID 19 impacts. This was for the 80/20 matching funds and we discussed other grant opportunities related to 50/50 matching funds and staff is skeptical that the results will be the same. This has compromised the ability to construct the East Viking Boulevard Improvements in 2022. Staff has

sent a mailing to notifying residents and that depending on the results of the grant, will move forward with all or a part of the overall improvement project in 2023.

**Past Update:**

The project is designed and we are awaiting to hear from the Federal EDA if we are successful with our grant application. There is limited permanent ROW/easement needs with the project and staff is working through that process. Once we hear news back regarding the grant, staff will request authorization to advertise for bidding. It should be noted that we are fast approaching a timeline that will not allow for the completion of the project as a whole this construction season. Once we determine if we are successful with the grant application or not, we will assess timelines and current bidding climate. Based on current backlog and limited current production for box culverts (bridge portion of project), that portion of the project will not be able to be completed until 2023.

**Helium Court Storm Sewer Repair**

New project - Public Works and Engineering staff are working on a repair of a storm sewer crossing Helium Court in the Liberty Ponds development. The goal of the repair is to reduce pipe heaving from frost action, repair curb washout and drainage structure repairs. The project will be completed under the City Stormwater Fund. Requests for quotes have been issued and we had anticipated bringing this to the July 5<sup>th</sup> City Council meeting for consideration of award. We only received 1 quote and the results were poor. Staff will send out to a larger number of potential contractors. This quote package is going out on 7/14 and will be brought to the 2nd meeting in August along with another drainage improvement that should be addressed.

**Bingham Property – Hallberg Project (Multi-Tenant)**

Construction is underway.

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

Staff continues to work with the development team and Chisago County as they work to finalize their plans. The developer did share that they are working through some environmental items related to portions of the old golf course. It sounded like this will slow them down a little and they will inform me when they know more. In the meantime, they did submit CSAH 22 updated plans to the County for review. We also recently received updated preliminary plat plans. WE are currently reviewing these to ensure they have addressed our comments.

Past Update: Concept review and comments have been discussed at the Planning Commission and City Council meetings. Staff is worked closely with the development team and meeting regularly as they prepared the preliminary plat on the residential and commercial portions of the development. At the last planning commission meeting, the Planning Commission recommended to approve the preliminary plat with conditions. Staff will continue to work with the applicant to resolve all of our engineering comments. We expect the applicant to move forward with a final plat for the initial phase of the residential development.

At the work session on June 21, staff will outline two of the options that have risen to the top of the list for the long-term vision for the CSAH 22 corridor west of I35 as a result of the county traffic study. This is important as it relates to the commercial portion of the development



located in the northwest portion of the development. This will help guide what will need to be constructed for the commercial development.

Staff is working to finalize the trunk watermain plans for the crossing of I35, brining watermain to the site. The forcemain will need to be upsized from 4" to 6" along Kettle River Boulevard from the lift station south, under the river, to the existing 6" forcemain that extends under I35. Staff will be discussing the timing and funding source of this project and if it makes sense to add this to the trunk watermain project, considering it will be constructed using trenchless technology like the watermain project. This will likely result in overall project savings.

#### **Upcoming Developments**

Katies Glenn, which is located along Goodview Avenue, has submitted an updated concept plan that the planning commission recently reviewed. No further information has been submitted to date.

#### **Comfort Lake Overlook (Sketch/Concept Plan)**

The sketch/concept plan for Comfort Lake Overlook, a proposed development located off of 260<sup>th</sup> Street, just west of Comfort Lake has been submitted and has been reviewed by staff. After receiving preliminary feedback, the applicant recently submitted the preliminary plat, however they just pulled the application for the development. The developer indicated that they were pausing the development, but we are unaware of the new timelines.

#### **2021 Street Improvement Project**

Punch list items, and yard restoration is currently underway have been completed and staff will be reviewing to ensure restoration efforts have taken. Additional restoration efforts will be necessary. Staff has met with the contractor the week of 7/18 to go over final payment quantities. Once restoration is acceptable, staff will bring a final pay voucher to the City Council for consideration. Once the project is accepted, the two-year warranty period will begin.

#### **TH 61 and East Viking Sanitary Sewer Upsizing Project**

Punch list items are complete. Once restoration is acceptable, staff will bring a final pay voucher to the City Council for consideration. Once the project is accepted, the two-year warranty period will begin.

#### **Summer Fields Development**

First Addition (19 lots): Improvements are substantially complete through the first layer of asphalt. Wearing Course will be placed later this fall as the development continues to have success building out the homes. Staff has developed a punch list that the contractor will be addressing in 2022 prior to the placement of the final layer of asphalt. Once the project is accepted, the two-year warranty period will begin.

Second Addition (15 lots): Grading work has been completed for the 2<sup>nd</sup> Addition. A utility and street preconstruction meeting was held May 4<sup>th</sup>. Construction is underway with the jacking of the sanitary sewer and watermain under Kettle River Boulevard recently being completed. Connection to the Sewer and water on the west side of Kettle River Boulevard is complete. Sewer and watermain construction is underway.

#### Third Addition

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

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

#### **Preserve at Comfort Lake**

Minor punch list items remain. Once these have been addressed, staff will be ready to recommend acceptance of the improvements and start the two-year warranty period. We are scheduling a meeting with the developer and builder to address erosion and tracking of sediment issues.

#### **Heims Lake Villas North**

No new update.

All sanitary sewer, watermain, and storm sewer have been completed. Aggregate base and curb and gutter and first layer of asphalt has recently been completed, allowing building permits to be issued. The concrete sidewalk has been completed. We will be meeting with the developer/builder to discuss site issues related to the home building process.

#### **Comprehensive Plan**

We have provided City staff with a plan containing requested revisions, additions and map updates for review.

#### **Aadland Development (Hunter Hill)**

Punch list items are currently underway. We will be meeting with the developer/builder to discuss site issues related to the home building process.

#### **Hallberg Storage**

No new update.

Staff has approved the construction plans and a preconstruction meeting has occurred. Excavation of footings and slab for the building have been completed. Site grading is underway.

#### **East Viking Bridge over the Sunrise River**

Staff has received a notice from the DNR (Carlos Avery) that we have received authorization to acquire the necessary ROW to construct the bridge and are working on identifying the acquisition cost. Initially we were told \$56, but apparently that was in error. The most recent amount we were told was in the \$2,200 range, but they are confirming/finalizing that number.

Staff met with both Chisago County and Polaris (separately) to discuss the bridge replacement and access while the western access to Polaris is closed. Those meetings went well however Chisago County has asked for a follow up meeting, and we will work to address any potential concerns that come from this meeting. We have indicated that all construction traffic will come

from the west and that Polaris is willing to minimize traffic generated from their facility (those that can work from home, will) during that timeframe where access closed from the west.

Past update:

Staff is pleased to share that we have been notified that this project has now been funded for the bridge components. As previously stated, the bridge bonding only covers the actual bridge structure, not the roadway leading to it, or guard rails etc. It is estimated the bonding we have received will offset the City responsibility for this bridge replacement by \$268,000. In order to utilize these funds staff is recommending replacement in 2022.

#### **Park System Plan**

The updated plan has been provided to staff for review.

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

Sincerely,

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

A handwritten signature in black ink that reads "Mark Erichson". The signature is fluid and cursive, with the first name "Mark" being more prominent than the last name "Erichson".

Mark Erichson, PE  
City Engineer



## Public Works Report

Date: August 3<sup>rd</sup>, 2022

### **Mayor Iverson and City Council Members**

#### **Public Works Report for August 3<sup>rd</sup>, 2022 Council Meeting**

In parks, we cleaned up several trees. The latest one that fell was in Tolzman Park. This has been a very bad year for trees falling all around in the city.

The wood chips have been installed in the playgrounds.

The striping of the parking lot at Swenson Park and City Hall is scheduled for August 3<sup>rd</sup>, 2022.

The South Water Tower pipe has been ordered and we are looking at October for installation of the riser pipe.

The sidewalk and curb repair, from a watermain break, is scheduled for August 3<sup>rd</sup>. One lane of Forest Boulevard will be closed with traffic control plan in place.

### **Parks:**

Pruning of trees in the parks continues

Reservation signs and garbage has been completed

Wood chips are installed in playgrounds

We are working with WSB on a collector app for trees

### **Sanitary Sewer:**

The jetting and cleaning of the sanitary sewer lines has been scheduled to start in July

Facebook posts for jetting has been sent out

Lift station #10 pumps have been installed

### **Water:**

Daily and monthly water tests have been completed

South Water Tower riser pipe scheduled for October

Hydrant flags have been replaced in some areas

### **Streets:**

Potholes have continued being filled

Ditch mowing has started

Gravel roads have been graded and chloride applied by Public Works on some of them

Sidewalk repairs are scheduled. Waiting on ROW application

### **Surface Water:**

The Annual MS4 report has been submitted for 2021

Setting up annual training with WSB

Street sweeping continues



**CITY OF WYOMING**

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

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

**CITY OF WYOMING  
PLANNING AND ZONING**

|                   |                                    |
|-------------------|------------------------------------|
| <b>TO:</b>        | <b>City Council</b>                |
| <b>DATE:</b>      | <b>August 3, 2022</b>              |
| <b>FROM:</b>      | <b>Kim Lindquist, City Planner</b> |
|                   | <b>Fred Weck</b>                   |
| <b>RE:</b>        | <b>Site Plan Review,</b>           |
|                   | <b>Conditional Use Permit</b>      |
| <b>APPLICANT:</b> | <b>Fourteen Foods, LLC</b>         |
|                   | <b>D7 Wyoming, LLC</b>             |
| <b>PROPERTY:</b>  | <b>R.21.00020.00</b>               |
| <b>FILE NO.:</b>  | <b>SP-22-001 &amp; C-22-002</b>    |

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**OVERVIEW**

Fourteen Foods, LLC (“Applicant”) has requested a site plan review and a conditional use permit to allow construction of a new 3,163 square foot Dairy Queen restaurant located at 5111 East Viking Boulevard, southwest of the intersection of East Viking Boulevard and Fallbrook Avenue. The proposal includes demolition of the current structure on the 1.79-acre property; the exiting gas station will not be replaced on site. The new restaurant will be accessible by the same curb cuts along Fallbrook Avenue and right-in only at East Viking Boulevard. Also, a new drive-through which utilizes a dual-lane system is proposed. The restaurant will have both indoor and outdoor seating with parking surrounding the building. From a regulatory standpoint, the site plan must meet both C-Commercial District standards and ordinance regulations for businesses having drive-throughs.

A conditional use permit review is triggered because the lot is located within the Shoreland Overlay District. Specifically, there are stricter standards for impervious surface coverage. The overlay district has a maximum impervious coverage of 25%, much lower than the general commercial maximum coverage of 75%. The applicant must also meet the CUP standards for the current proposal to move forward.

**STAFF RECOMMENDATION**

Based on Staff’s review of the request and the standards for approval, Staff recommends approval of the conditional use permit to allow increased impervious surface coverage on the property from 25% to 57% based upon the findings of fact and conditions for granting of a Conditional Use Permit.

Staff is recommending approval of a site plan for the Dairy Queen at 5111 E Viking Boulevard subject to the following conditions:

1. All required local, state and/or federal permitting must be obtained.
2. The Conditional Use Permit shall be null and void if the Applicant does not make use of the permit within one year from the date of approval.

3. The Applicant shall revise the building elevations to comply with the ordinance exterior materials requirements Sec. 40 – 451 (2), including reduction of Class II or III materials to below 35%.
4. The Applicant shall comply with Sec. 40 – 483 (4) by installing trash receptacles at all property exits as well as one (1) receptacle per ten (10) vehicle parking spaces within the parking area.
5. The Applicant shall comply with the standard relating to electronic devices such as loudspeakers, automobile service order devices, drive-in theater car speakers and similar instruments shall not be located within two hundred (200) feet of any residentially zoned or used property, nor within one hundred (100) feet of any adjacent lot used or zoned non-residential.
6. The Applicant shall comply with ordinance lighting requirements including turning off site lighting, except for security lighting one (1) hour after closing.
7. The Applicant shall be required to stripe additional parking in the western portion of the site as directed by the City should the site experience a parking problem as noted and defined by the City.
8. Any changes to signs on site will require a separate sign permit (s).
9. The applicant address all engineering comments provided to the applicant.

## **STAFF REVIEW**

### Site Plan Review

The subject property is currently zoned C-Commercial and developed as a gas station with an attached Dairy Queen. The City of Wyoming Comprehensive Plan designates the property as C-Commercial. The zoning and surrounding uses are as follows:

**North** – C-Commercial District, restaurant, bowling alley, car wash, and gas station.

**South** – I-Industrial District, various manufacturing and industrial businesses.

**East** – C-Commercial, I-Industrial, and CB-Central Business Districts, vehicle dealership, restaurants, bank, church.

**West** – C-Commercial District, State Highway 35, restaurants, some commercial with single-family dwellings to the south.

The applicant is proposing that the lot will serve as a newly constructed and updated Dairy Queen restaurant with a drive-through. Restaurants with drive-throughs are a permitted use in the Commercial District. In considering the site plan, because the property is also located in the Shoreland Overlay District, the property development must comply with regulations from both zoning districts. The following table summarizes the regulations associated with the site, noting both the Commercial District requirements and Shoreland Overlay standards:

| <b>Zoning District</b>    | <b><u>C- Commercial District</u></b>                                  | <b><u>Shoreland Overlay (General Development)</u></b> | <b><u>Proposed</u></b>                 |
|---------------------------|-----------------------------------------------------------------------|-------------------------------------------------------|----------------------------------------|
| <b>Lot Width</b>          | 115 feet                                                              | *underlying zoning applies                            | 165 feet<br>(existing condition)       |
| <b>Lot Size</b>           | 20,000 sq. ft.<br>(minimum)                                           | *underlying zoning applies                            | 77,933 sq. ft.<br>(existing condition) |
| <b>Front Yard Setback</b> | 135 feet from centerline of highway, 20 feet from ROW of local street | *underlying zoning applies                            | 135 feet, 66 feet                      |
| <b>Side Yard Setback</b>  | 0 feet (principal building)                                           | *underlying zoning applies                            | 290 feet and 53 feet                   |
| <b>Rear Yard Setback</b>  | 20 feet (principal building)                                          | *underlying zoning applies                            | 20 feet                                |
| <b>OHWL Setback</b>       | *overlay zoning applies                                               | 50 feet                                               | Approx. 162 feet                       |
| <b>Building Height</b>    | *overlay zoning applies                                               | 35 feet                                               | 20 feet                                |
| <b>Impervious Surface</b> | 75% (maximum)                                                         | 25% (maximum)                                         | 57%*                                   |

\*CUP required

### Architecture

A property developing in the Commercial District must adhere to the architectural standards and exterior materials contained in Division 5 Architectural Standards, Section 40-451(2). As part of these standards, commercial structures must be composed of at least sixty-five percent (65%) Class I materials; and not more than thirty-five percent (35%) percent Class II or Class III materials. As depicted, there the building will have over 35% of the exterior in EIFS, a stucco-like material that is classified as a Class III material. A recommended condition of approval requires modifications to the building elevations to comply with the ordinance architectural standards.

Other standards are met by having a consistent architectural expression on all sides of the building and being compatible with its surroundings.

### Landscaping

City standards require landscaping with a combination of overstory trees, understory trees, and shrubs within one year following the completion of development. The site must have a minimum of one overstory tree and two understory trees per 1/10 acre, which will require at least 17 overstory trees and 34 understory trees. As proposed, the site plan exceeds these minimum requirements by providing 20 overstory trees and 58 understory trees. All site areas not covered by buildings, sidewalks, parking lots, driveways, or similar hard surface materials must be covered with plantings or an equivalent groundcover – excluding site areas that are preserved in a natural state. The landscaping plan illustrates compliance with this standard. In addition, proposed plantings align with minimum screening requirements as they are placed in hedges along the two major streets abutting the property. These hedges meet screening height requirements as they will be 2 ft. in height at the time of planting and have a mature height of 4 ft. to 6 ft. Screening standards also require a fully enclosed gate surrounding any trash storage facility and the site has a planned trash enclosure to the southwest of the main structure that is not visible from public streets.

Because the site has already been previously developed, there is no need for the applicant to supply a woodland preservation plan. No additional grading or tree removal is proposed to occur.

### Utilities

The proposed development will utilize the same 4” sanitary sewer service as the current building. The existing service will be removed back to the right of way and then extended to the building with the introduction of a grease interceptor.

The proposed development will remove/abandon the existing water service and connect a new 2” domestic service to the existing 8” watermain located in the Fallbrook Avenue right-of-way.

### Roads, Traffic, and Access

The proposed development would utilize the same access points and curb cuts as the previous development. The accessway from E. Viking Boulevard is a right-in only. There will need to be coordination with the neighboring building to the south for the proposed apron entrance and southerly curb line as they now have a shared apron entrance and parking/drive area at the joint property line.

### Drainage/Natural Resource/Wetlands

The site is outside of the Comfort Lake – Forest Lake Watershed District (CLFLWD) and permitting will not be required through the CLFLWD. Based on the proposed disturbance area being under an acre, a NPDES permit is not required. Sunrise River has a floodplain in this area however it appears all work will be outside of the floodplain and will not require any additional floodplain permitting. The proposed building is meeting all freeboard requirements with respect to the Sunrise River Floodplain. The site is reducing the overall impervious area in the proposed condition, so volume control requirements were not triggered for this site. Since the site drains directly to the Sunrise River which is listed as



an impaired water, a water quality structure or at a minimum a sump should be added to the last structure prior to discharging to provide some water quality treatment for the site. Since the site is maintaining existing drainage patterns, the site is meeting rate control requirements with the reduction in impervious surface.

### Parking

Restaurants are required by city code to have 1 off-street parking space for every 4 dining seats and 1 space for every 2 employees. This restaurant will have 94 total seats (68 interior and 26 exterior) and its busiest shift could have up to 14 employees working. Based upon the ordinance requirements the site should have 31 parking stalls. At present, the site plan indicates 30 stalls which is one short. The 31 standard also includes the outdoor patio seating which often is seasonal and not used. It is suggested that the applicant install the parking per plan and add additional stripping in the west should additional parking be needed. It would be preferable not to have additional parking in the west as it may confuse drivers due to the intended circulation. However, the area in the west previously had parking and the hard surfacing will remain in the new plan. Customers may use that space whether stripped or not. A condition of approval notes that additional parking should be stripped in the west should the city note parking issues interior to the site. Ultimately a lack of on-site parking could negatively impact operation on Fallbrook Ave if there were backups occurring.

All proposed parking spaces have the required 9 feet of stall width, and they meet the stall depth and minimum aisle width requirements based on the specific angle of each parking spot. To further increase parking lot efficiency, the newly designed drive-through will provide stacking for 23 cars before circulation would be obstructed.

### Lighting

Lighting standards require that any development cannot have a light intensity that exceeds 1 foot candle on the right-of-way line of a public street or a residential property – which this plan does not. Compliance is achieved in part by the use of light fixtures with downward directed lighting. Also, the light fixtures are not taller than 25 ft., which limits potential spillover lighting on public streets. Lighting location performance standards state that light fixtures must be setback a minimum of 10 ft. from a street right-of-way and 5 ft. from interior and rear lot lines. Furthermore, there shall be no light fixtures on the roof of the building. Both locational standards are met by the site plan.

### Drive-Through Standards

Division 8 Section 40-480 of the City of Wyoming's municipal code outlines the requirements for any business with drive-through. Because the proposed development will have a drive-through, the following standards should be met:

Sec. 40 – 481. Site Plan Requirements.

- (1) The site plan shall clearly indicate suitable storage containers for all waste material. All commercial refuse containers shall be screened.

*This standard can be met with site plan modifications which is a condition of approval.*

- (2) A landscaping plan shall be provided.

*This standard has been met.*

- (3) Adequate area shall be designated for snow storage such that clear visibility shall be maintained from the property to any public street.

*This standard has been met.*

- (4) The design of any structure shall be compatible with other structures in the surrounding area or future planned uses.

*This standard has been met.*

- (5) Electronic devices such as loudspeakers, automobile service order devices, drive-in theater car speakers and similar instruments shall not be located within two hundred (200) feet of any residentially zoned or used property, nor within one hundred (100) feet of any adjacent lot used or zoned non-residential.

*This standard has been met.*

- (6) No service shall be rendered, deliveries made, or sales conducted within the required front yard. Customers served in vehicles shall be parked to the sides and/or rear of the principal structure.

*This standard has been met.*

- (7) No permanent or temporary signs visible from the public street shall be erected without specific approval in the permit.

*This standard can be met.*

- (8) No plan shall be approved which will in any way constitute a hazard to vehicular or pedestrian circulation.

*This standard has been met.*

#### Sec. 40 – 482. Design Standards.

- (1) The entire area of any drive-in/drive-through business shall have an engineered drainage system approved by the City Engineer.

*This standard has been met.*

- (2) The entire area other than that occupied by structures or planting shall be surfaced with concrete or blacktop.

*This standard has been met.*

- (3) A fence or screen of an acceptable design to the Zoning Administrator shall be constructed along the property line abutting a residential district and such fence or screen shall be adequately maintained.

*This standard has been met.*

#### Sec. 40 – 483. General.

- (1) Any drive-in/drive-through business serving food or beverages may also provide, in addition to vehicular service areas, in-door food and beverage seating areas.

*The plan proposes indoor and outdoor patio seating along with a drive through facility.*

- (2) The hours of operation may be set forth as a condition of approval for drive-in/drive-through business.

*There is no recommendation to limit the hours at this time.*

- (3) Each drive-in/drive-through business serving food may have outside seating.

*The plan proposes outdoor seating.*

- (4) Each food or beverage drive-in/drive-through business shall place refuse receptacles at all exits as well as one (1) refuse receptacle per ten (10) vehicle parking spaces within the parking area

*The presented architectural and site plans show all requirements except the location of trash containers. Drive-through business standards require trash receptacles be placed at all exits and one for every ten parking spaces in the parking area. This means that the site plan must have at least three trash receptacles in the parking area.*

Sec. 40 – 484. Location.

- (1) No drive-in/drive-through business shall be located such that it may unduly increase traffic volumes on nearby residential streets.

*This standard has been met.*

- (2) No drive-in/drive-through business shall be located on any street other than one designated as a thoroughfare on which businesses are located.

*This standard has been met.*

#### Conditional Use Permit

##### Shoreland Management Overlay Requirements

The site is entirely within the Shoreland Management Overlay because of its proximity to Sunrise River, a tributary river. The Overlay District requires a CUP for any non-residential development that wishes to exceed 25% impervious surface coverage, regulated in Section 40-328 4(a) ii. This site plan states an impervious surface coverage will be 57%, slightly under that currently on the site.

Staff recognizes that having additional hard surfacing over and above the ordinance requirement is not ideal given its proximity to the river. However, it should be noted that the Applicant is not increasing the amount of hard surfacing on the site, in fact is reducing it slightly. The paved areas will be no closer to the river than the existing condition. In cases such as this, where there are significant upgrades to the property, with some benefit in hard surface reduction, staff can support the proposal.

Sec. 40 – 328. Stormwater Management. In addition to City Code Chapter 39, and the rules promulgated by the Comfort Lake/Forest Lake Watershed District the following standards will apply to stormwater management in the shoreland district.

- (1) When possible, existing natural drainage ways, wetlands, and vegetated soil surfaces must be used to convey, store, filter, and retain stormwater runoff before discharge to public waters.

- (2) Development must be planned and conducted in a manner that will minimize the extent of disturbed areas, runoff velocities, erosion potential, and reduce and delay runoff volumes. Disturbed areas must be stabilized and protected as soon as possible and appropriate facilities or methods used to retain sediment on the site.

(3) When development density, topographic features, and soil and vegetation conditions are not sufficient to adequately handle stormwater runoff using natural features and vegetation, various types of constructed facilities such as diversions, settling basins, skimming devices, dikes, waterways, and ponds may be used. Preference must be given to surface drainage, vegetation, and infiltration rather than buried pipes and constructed materials and facilities.

(4) The following specific standards apply:

(a) Impervious surface coverage of lots must not exceed twenty-five percent (25%) of the buildable lot area, except as provided below:

1. For non-single-family residential, impervious surface coverage of up to a maximum of 75 percent of the buildable lot area when the following stipulations are met:

i All structures and practices are in place for the treatment of stormwater runoff.

ii A conditional use permit is submitted and approved as provided for in Section 40-333 of this Ordinance, subject to the criteria listed in Section 40-333 (3) and the conditions listed in Section 40-333 (3), (4) and (5) of this Ordinance.

(b) When constructed facilities are used for stormwater management, documentation must be provided by a qualified individual that they are designed and installed consistent with the field office technical guide of the local soil and water conservation districts or the Minnesota Stormwater Manual, as applicable.

(c) New constructed stormwater outfalls to public waters must be consistent with Minnesota Rules, part 6115.0231.

#### **Sec. 40 – 333. Notification of Variances and Conditional Uses**

In Section 40-333 the ordinance addresses variance and conditional use permits in the shoreland overlay district. The following is the applicable evaluative criteria for granting of a conditional use permit:

(3) Conditional uses allowed within shoreland areas shall be subject to review and approval procedures, criteria, and conditions for review as established in Article V, Division 6, of the Zoning Ordinance. The following additional evaluation criteria and conditions apply within shoreland areas:

(a) Prevention of soil erosion or other possible pollution of public waters, both during and after construction.

(b) The visibility of structures and other facilities as viewed from public waters is limited.

(c) The site is adequate for water supply and on-site sewage treatment.

(d) The types, uses, and number of watercraft that the project will generate are compatible in relation to the suitability of public waters to safely accommodate these watercrafts.

- (e) The removal of significant trees shall not exceed those in accordance with Section 40-556 of this Ordinance.

*These standards can be met.*

(4) In evaluating all variances, conditional uses, and zoning applications, the zoning authority shall require the property owner to address, when appropriate, the following conditions, when related to and proportional to the impact, to meet the purpose of this ordinance, to protect adjacent properties, and the public interest:

- (a) Advanced storm water runoff management treatment;
- (b) Reducing impervious surfaces;
- (c) Increasing setbacks from the ordinary high water level;
- (d) Restoration of wetlands;
- (e) Limiting vegetation removal and/or riparian vegetation restoration;
- (f) Provisions for the location, design, and use of structures, sewage treatment systems, water supply systems, watercraft launching and docking areas, and parking areas;
- (g) Screening of the non-water-orientated structures as viewed from public waters;

*As mentioned above, the site is already developed and the change in development relates to the principal structure and site layout. However, the applicant is not proposing any increase in hard surfacing, or decreasing setbacks or removing more vegetation. These standards are met.*

#### General Conditional Use Permit Standards

Chapter 40, Article V, Division 6, Conditional Use Permits, Section 40 – 112, sets forth the general standards that shall be met in order to grant a CUP. These standards are as follows:

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

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

### **Planning Commission Recommendation**

#### **Conditional Use Permit for increased impervious surface area in a shoreland district:**

On July 26, 2022 the Planning Commission publicly heard the petitioner's request for a Conditional Use Permit to allow the impervious surface area of the site to be 57%. After hearing testimony and discussion, the Planning Commission voted unanimously to recommend approval of the request based on the findings that the standards for the Conditional Use Permit have been met and with the following conditions:

1. All required local, state and/or federal permitting must be obtained.
2. The Conditional Use Permit shall be null and void if the Applicant does not make use of the permit within one year from the date of approval.
3. The Applicant shall revise the building elevations to comply with the ordinance exterior materials requirements Sec. 40 – 451 (2), including reduction of Class II or III materials to below 35%.
4. The Applicant shall comply with Sec. 40 – 483 (4) by installing trash receptacles at all property exits as well as one (1) receptacle per ten (10) vehicle parking spaces within the parking area.

5. The Applicant shall comply with the standard relating to electronic devices such as loudspeakers, automobile service order devices, drive-in theater car speakers and similar instruments shall not be located within two hundred (200) feet of any residentially zoned or used property, nor within one hundred (100) feet of any adjacent lot used or zoned non-residential.
6. The Applicant shall comply with ordinance lighting requirements including turning off site lighting, except for security lighting one (1) hour after closing.
7. The Applicant shall be required to stripe additional parking in the western portion of the site as directed by the City should the site experience a parking problem as noted and defined by the City.
8. Any changes to signs on site will require a separate sign permit (s).
9. The applicant address all engineering comments provided to the applicant.

### **Site Plan Review**

On July 26, 2022 the Planning Commission publicly heard the petitioner's Site Plan Review request. After hearing testimony and discussion, the Planning Commission voted unanimously to recommend approval of the request with the following conditions:

1. All required local, state and/or federal permitting must be obtained.
2. The Conditional Use Permit shall be null and void if the Applicant does not make use of the permit within one year from the date of approval.
3. The Applicant shall revise the building elevations to comply with the ordinance exterior materials requirements Sec. 40 – 451 (2), including reduction of Class II or III materials to below 35%.
4. The Applicant shall comply with Sec. 40 – 483 (4) by installing trash receptacles at all property exits as well as one (1) receptacle per ten (10) vehicle parking spaces within the parking area.
5. The Applicant shall comply with the standard relating to electronic devices such as loudspeakers, automobile service order devices, drive-in theater car speakers and similar instruments shall not be located within two hundred (200) feet of any residentially zoned or used property, nor within one hundred (100) feet of any adjacent lot used or zoned non-residential.
6. The Applicant shall comply with ordinance lighting requirements including turning off site lighting, except for security lighting one (1) hour after closing.
7. The Applicant shall be required to stripe additional parking in the western portion of the site as directed by the City should the site experience a parking problem as noted and defined by the City.
8. Any changes to signs on site will require a separate sign permit (s).
9. The applicant address all engineering comments provided to the applicant.

*(The conditions for the approval of the C.U.P. and Site Plan Review are the same.)*



City Of Wyoming  
26885 Forest Blvd., PO Box 188  
Wyoming, MN 55092  
Phone (651) 462-4947 Fax (651) 462-3938

**SITE PLAN REVIEW**  
**LAND USE APPLICATION**

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

**Property Address:** 5111 East Viking Boulevard Wyoming, MN 55092

**Applicant(s) Information:**

Name(s) Fourteen Foods, LLC  
Address 6442 City West Parkway, Suite 400  
City Eden Prairie State MN Zip 55344

Home \_\_\_\_\_  
Work (952) 944-1304  
Email njohnson@fourteenfoods.com

**Owner(s) Information: (if other than Applicant(s))**

Name(s) D7 Wyoming, LLC  
Address 6442 City West Parkway, Suite 400  
City Eden Prairie State MN Zip 55344

Home \_\_\_\_\_  
Work (952) 944-1304  
Email njohnson@fourteenfoods.com

**Owner(s) Signature(s)** Just J. Kim

Date 6-30-22

Legal description of property: S 1/2 of NE 1/4 of Section 19, Township 33, Range 21, Chisago County, Minnesota

Property Identification Number: R.21. 00020.00 Present zoning: Commercial (C)

Present use of property: Current Dairy Queen QSR Restaurant

Proposed use of property: Brand New Dairy Queen QSR Restaurant Build

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

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

Signature of applicant(s) Just J. Kim Date 6-30-22

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

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

\*\*\*\*\*  
Application # SP-22-001 OFFICE USE ONLY Date Application Received 6/30/22  
Date Complete Application Received \_\_\_\_/\_\_\_\_/\_\_\_\_ 60 Days \_\_\_\_/\_\_\_\_/\_\_\_\_ By: [Signature]  
Official  
Fee **\$220.00 + Escrow \$1,000.00** Date Paid 6/30/22 Check # CC





City Of Wyoming  
26885 Forest Blvd., PO Box 188  
Wyoming, MN 55092  
Phone (651) 462-4947 Fax (651) 462-0576

**CONDITIONAL/INTERIM USE PERMIT**  
**LAND USE APPLICATION**

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

Property Address: 5111 East Viking Boulevard Wyoming, MN 55092

**Applicant(s) Information:**

Name(s) Fourteen Foods, LLC  
Address 6442 City West Parkway, Suite 400  
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Work (952) 944-1304  
Email njohnson@fourteenfoods.com

Owner(s) Signature(s) [Signature]

Date 6-30-22

Legal description of property: S 1/2 of NE 1/4 of Section 19, Township 33, Range 21, Chisago County, Minnesota

Property Identification Number: R.21. 00020.00 Present zoning: Commercial (C)

Present use of property: Current Dairy Queen QSR Restaurant

Proposed use of property: New Dairy Queen QSR Restaurant build

Is this an application for an Interim Use Permit ☐ YES ☒ NO If yes, on what date, or upon what event, would the applicant desire the interim use to expire? Date: [Redacted] OR Event: \_\_\_\_\_

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

- A detailed site plan showing the information listed in Section 40 - 111, A-K as well as the following:
  - The grading and drainage plan must be designed in accordance with Article VII, Division 21 of the Zoning Ordinance and the City of Wyoming Surface Water Resource Guidance Document.
  - Elevation drawings of all sides of the proposed building to show compliance with the architectural standards of the zoning district the use will be located in.
  - Landscaping and Screening in accordance with Article VII, Divisions 14 & 26.
  - Lighting Plan in accordance with Article VII, Division 15.
- A letter explaining the proposed use and how it will be operated.
- A completed Conditional / Interim Use Permit Worksheet.
- Applications for uses described in Article VI, Divisions 7, 18, & 19 and Article VII, Divisions 2, 8, 10, 17-20, and 25 of the Zoning Ordinance must include the information necessary to show compliance with the applicable section of the ordinance.
- Applications for uses that are within the Highway 8 Overlay District or that utilize Highway 8 for access must include the information necessary to show compliance with Article VI, Division 14 of the Zoning Ordinance.
- The application fee and escrow must be paid at the time of application. The fee is not refundable. The unused portion of the escrow will be returned to the applicant.
- Any other information deemed necessary by the Zoning Administrator or Planning Commission.

Signature of applicant(s) [Signature] Date 6-30-22

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

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

\*\*\*\*\*  
Application # CE-22-002 OFFICE USE ONLY Date Application Received 6/30/22

Date Complete Application Received \_\_\_\_/\_\_\_\_/\_\_\_\_ 60 Days \_\_\_\_/\_\_\_\_/\_\_\_\_ By: [Signature]

Fee \$220.00 + Escrow (Commercial \$1,000.00; Residential \$750.00) Date Paid 6/30/22 Check # CC



## Conditional / Interim Use Permit Worksheet

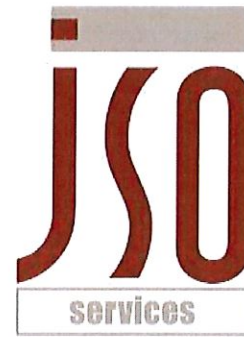
Applicant: Fourteen Foods, LLC.  
Address: 6442 City West Parkway, Suite 400 Eden Prairie, MN 55344  
Type of Business: Quick Service Restaurant Franchisee  
Business name: Fourteen Foods, LLC.

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

- 1) Is your proposed use in conformity with the Comprehensive Plan and development policies of the City?  
Yes Explain: Both Commercial and CBD Zoning Districts allow as conditional use restaurants, drive-in or drive through
- 2) Will your proposed use create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area?  
Yes Explain: Projected 1.586 million in sales, creating traffic around the area and helping out other businesses with visibility purposes
- 3) Will your proposed use be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development will not be depreciated in value and so there will be no deterrence to development of vacant land?  
Yes Explain: All commercial zoning area, dumpster enclosure included as well as property enhancements and routine upkeep
- 4) Will the structure and site have an appearance that will not have an adverse effect upon adjacent properties?  
Yes Explain: Building and site have been laid out to adhere to all city ordinances and permitting laws
- 5) Is the proposed use reasonably related to the overall needs of the City and to the existing land use?  
Yes Explain: We are improving upon our current Dairy Queen store and the area surrounding it, making it more pleasant to the eye and environmentally friendly.
- 6) Will the proposed use be consistent with the purpose of the Zoning Ordinance and other City Ordinances?  
Yes Explain: Site and building plans have been and will be consistent with All zoning and City ordinances.
- 7) Will the proposed use be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it is to be located?  
Yes Explain: Our restaurant will be held to Corporate Dairy Queen's high standards of design/upkeep as well as meet the city of Wyoming's zoning and city ordinances
- 8) Will the proposed use generate only minimal vehicular traffic on local streets?  
Yes Explain: We will average about 1700 cars per day in /around this area. Likely see a decrease in traffic due to the removal of the gas station on site
- 9) Will the proposed use create traffic hazards or unsafe access or parking needs?  
No Explain: Access/Entrances to the site are remaining as/is. Will meet parking codes
- 10) Will existing businesses nearby be adversely affected by your proposed use because of the curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness?  
No Explain: We are putting a new building in, same service, only removing the gas station and the traffic that came along with that
- 11) Will the establishment or maintenance of the proposed use be detrimental to the public health, safety or general welfare?  
No Explain: Operating as per usual in the past
- 12) Will the proposed use be hazardous, detrimental, or disturbing to present and potential surrounding land uses due to water pollution, odor, fumes, general unsightliness or other nuisances?  
No Explain: Operating as per usual in the past. removing the Gas Station and the fuel tanks that came with it.
- 13) How will the proposed use preserve and incorporate the site's important natural and scenic features into the development design?  
Explain: Decreasing impervious areas, creek area in the back is all remaining undisturbed Adding landscaping and grass areas/Shrubs
- 14) Will the proposed use cause adverse environmental effects?  
No Explain: It will be improved due to gas station removal and removal of the gasoline storage tanks.

PROJECT:  
DAIRY QUEEN  
5111 East Viking Boulevard  
Wyoming, MN 55092  
Chisago County

ARCHITECT:  
JOHN S. ODOM  
99 MEADOWBROOK COUNTRY CLUB ESTATES  
BALLWIN, MO 63011  
PH: 1.417.343.2602



June 30, 2022

#### PROJECT NARRATIVE

We are requesting site plan approval by the Planning Commission for a new Dairy Queen development to be in Wyoming Minnesota. This will be a re-development of the current 1.79 acre site the current Wyoming Dairy Queen sits on, with the demolition of the current building on site and the removal of the gas tanks.

Under this request a new 3,163 square foot building would be constructed, the proposed building will provide 68 interior seats / 26 exterior patio seats / guest bathrooms / production kitchen. The proposed site plan shows a double drive thru menu board with a drive thru lane that converges shortly before the drive thru window. The building will provide three drive thru windows; pay window, pickup window, and a pull ahead window. The drive thru provides stacking for 23 cars before internal vehicular circulation would be obstructed. The drive thru also provides for an escape lane in the event of an emergency or canceled order. The proposed parking lot provides 32 total parking spaces.

Sincerely,

John S. Odom, Architect





### VICINITY MAP

NOT TO SCALE

### TITLE DISCLAIMER:

IT IS NOT WARRANTED THAT THESE DRAWINGS CONTAIN COMPLETE INFORMATION REGARDING EASEMENTS, RESERVATIONS, RESTRICTIONS, RIGHT-OF-WAYS, BUILDING LINE SETBACKS, AND OTHER ENCUMBRANCES. FOR COMPLETE INFORMATION, A TITLE OPINION OR COMMITMENT FOR TITLE INSURANCE SHOULD BE OBTAINED AND THOROUGHLY REVIEWED.

### UTILITY INFORMATION:

UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE DO NOT NECESSARILY REFLECT THE ACTUAL EXISTENCE, NON-EXISTENCE, SIZE, TYPE, NUMBER, OR LOCATION OF THESE FACILITIES., STRUCTURES, AND UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF ALL UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES, EITHER SHOWN OR NOT SHOWN ON THESE PLANS. THE UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES SHALL BE LOCATED IN THE FIELD PRIOR TO ANY GRADING, EXCAVATION, OR CONSTRUCTION OF IMPROVEMENTS.



MINNESOTA UTILITY LOCATION SERVICE  
PHONE: 800.252.1166 OR WWW.GOPHERSTATEONECALL.ORG

### CONTRACTOR NOTE:

THE CONTRACTOR AND/OR ALL SUBCONTRACTORS SHALL INVESTIGATE, ASCERTAIN, AND CONFORM TO ANY AND ALL PERMIT REQUIREMENTS OF ALL THE AFFECTED UTILITY COMPANIES AND/OR REGULATORY AGENCIES WITH REGARDS TO MAKING CONNECTIONS TO; OR CROSSING OF THEIR FACILITIES; WORKING WITHIN THEIR RIGHT OF WAY OR EASEMENTS; INSPECTIONS AND ASSOCIATED MONETARY CHARGES; AND/OR SPECIAL BACKFILL REQUIREMENTS. SUCH INVESTIGATION SHALL INCLUDE BUT NOT LIMITED TO THE MAKING OF NECESSARY APPLICATIONS AND PAYMENTS OF ALL REQUIRED FEES.

THE LOCATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS OR PROFILES ARE APPROXIMATE. IT IS THE RESPONSIBILITY OF THE CONTRACTOR/SUBCONTRACTOR TO VERIFY THE FIELD LOCATIONS, ANTICIPATED CLEARANCES, AND THE EXISTENCE OF ANY FACILITIES NOT SHOWN HEREON, AS PART OF THE INVESTIGATIONS IN THE PARAGRAPH ABOVE.

### SIGNAGE NOTE:

ALL BUILDING AND MONUMENT SIGNAGE WILL BE PERMITTED SEPARATELY.

## FINAL DEVELOPMENT PLANS FOR



# Dairy Queen Wyoming, Minnesota

CITY OF WYOMING  
CHISAGO COUNTY, MINNESOTA

### SITE INFORMATION

PARCEL ID: 21.00020.00

AREA OF LOT: 77,933 S.F. (1.79 ACRES)

PROPOSED GROSS FLOOR AREA: 3,163 S.F.

PERCENTAGE (%) OF BUILDING COVERAGE: 4.06%

EXISTING ZONING: C - COMMERICAL

PARKING SPACES REQUIRED  
(RESTAURANTS-1 SPACE FOR EVERY 4 SEATS  
PLUS 1 SPACE FOR EVERY 2 EMPLOYEES)  
DAIRY QUEEN - 68 INTERIOR, 26 EXTERIOR  
MAX. EMPLOYEE 14

|                                |    |
|--------------------------------|----|
| PARKING SPACES REQUIRED:       | 31 |
| ADA PARKING SPACES REQUIRED:   | 2  |
| PARKING SPACES PROVIDED:       | 30 |
| ADA PARKING SPACES PROVIDED:   | 2  |
| EXTRA PARKING IN REAR PROVIDED |    |

|                           |                                  |
|---------------------------|----------------------------------|
| EXISTING IMPERVIOUS AREA: | 49,938 S.F. (1.15 ACRES) (64.1%) |
| EXISTING PERVIOUS AREA:   | 27,995 S.F. (0.64 ACRES) (35.9%) |

|                           |                                  |
|---------------------------|----------------------------------|
| PROPOSED IMPERVIOUS AREA: | 44,432 S.F. (1.02 ACRES) - 57.0% |
| PROPOSED PERVIOUS AREA:   | 33,501 S.F. (0.77 ACRES) - 43.0% |

|                        |                          |
|------------------------|--------------------------|
| LAND DISTURBANCE AREA: | 42,820 S.F. (0.98 ACRES) |
|------------------------|--------------------------|

### OWNER/DEVELOPER

FOURTEEN FOODS  
STEVE GIORGI  
6442 CITY WEST PARKWAY  
EDEN PRARIE, MN 55344  
612.578.2864

### ARCHITECT

JSO SERVICES, LLC  
JOHN ODOM, R.A.  
99 MEADOWBROOK  
COUNTRY CLUB ESTATES  
BALLWIN, MO 63011  
417.343.2602

### CIVIL ENGINEER

RDC, LLC  
TODD REYLING, P.E.  
4516 BOARDWALK  
SMITHTON, IL 62285  
618.530.1694

### SURVEYOR

REHDER & ASSOCIATES, INC.  
GARY HUBER, PLS  
3440 FEDERAL DRIVE, SUITE 110  
EAGAN, MN 55122  
651.452.5051

### CIVIL SHEET INDEX

|           |                                         |
|-----------|-----------------------------------------|
| C000      | COVER SHEET                             |
| C001      | CIVIL CONSTRUCTION NOTES                |
| C100      | EXISTING TOPOGRAPHY AND DEMOLITION PLAN |
| C200      | CIVIL SITE PLAN                         |
| C201      | CIVIL SITE PLAN - HORIZONTAL CONTROL    |
| C300      | GRADING PLAN                            |
| C400      | EXISTING DRAINAGE AREA PLAN             |
| C401      | PROPOSED DRAINAGE AREA PLAN             |
| C500      | SITE UTILITY PLAN                       |
| C600      | SEDIMENT AND EROSION CONTROL PLAN       |
| C700-C703 | CONSTRUCTION DETAILS                    |
| C800      | TURNING MOVEMENTS                       |

### UTILITY CONTACTS

|                 |                                      |
|-----------------|--------------------------------------|
| WATER:          | WYOMING PUBLIC WORKS<br>651.462.0580 |
| ELECTRIC:       | XCEL ENERGY<br>800.895.4999          |
| GAS:            | XCEL ENERGY<br>800.895.4999          |
| SANITARY SEWER: | WYOMING PUBLIC WORKS<br>651.462.0580 |
| STORM SEWER:    | WYOMING PUBLIC WORKS<br>651.462.0575 |
| COMMUNICATIONS: | FRONTIER<br>866.226.5170             |

### SURVEY/TOPOGRAPHY NOTE:

THE BOUNDARY AND TOPOGRAPHIC SURVEY INFORMATION SHOWN ON THESE PLANS WAS PREPARED FROM AN ACTUAL FIELD SURVEY PROVIDED BY REHDER & ASSOCIATES, INC. ALL EXISTING INFORMATION PRESENTED IN THESE PLANS SHALL BE VERIFIED IN THE FIELD BY THE CONTRACTOR. ANY DISCREPANCIES IN THE PLANS SHALL BE MADE AWARE TO THE OWNER, ARCHITECT, AND ENGINEER PRIOR TO BEGINNING CONSTRUCTION.

### BEARING OF BASIS:

BEARINGS SHOWN ARE BASED ON THE CHISAGO COUNTY COORDINATE SYSTEM.

### SITE LEGEND

 BENCHMARK  
 CONTROL POINT

#### EXISTING

|                     |                                                                                       |
|---------------------|---------------------------------------------------------------------------------------|
| LIGHT POLE          |  |
| FLARED END SECTION  |  |
| TRAFFIC SIGN        |  |
| FIRE HYDRANT        |  |
| WATER VALVE         |  |
| TREE                |  |
| DRAINAGE MANHOLE    |  |
| DRAINAGE CATCHBASIN |  |
| SANITARY MANHOLE    |  |
| SANITARY CLEANOUT   |  |

#### EXISTING

|                       |                                                                                       |
|-----------------------|---------------------------------------------------------------------------------------|
| EDGE OF SHOULDER      |  |
| FLOW LINE             |  |
| TOP OF BANK           |  |
| CONTOUR               |  |
| SILT FENCE            |  |
| PROPERTY LINE         |  |
| EASEMENT              |  |
| FENCE                 |  |
| GAS LINE              |  |
| FIBER OPTIC           |  |
| OVERHEAD ELECTRIC     |  |
| UNDERGROUND ELECTRIC  |  |
| OVERHEAD TELEPHONE    |  |
| UNDERGROUND TELEPHONE |  |
| SANITARY SEWER        |  |
| STORM SEWER           |  |
| WATERLINE             |  |

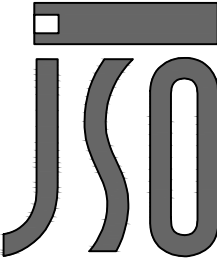
#### PROPOSED

|                     |                                                                                       |
|---------------------|---------------------------------------------------------------------------------------|
| LIGHT POLE          |  |
| FLARED END SECTION  |  |
| TRAFFIC SIGN        |  |
| FIRE HYDRANT        |  |
| WATER VALVE         |  |
| TREE                |  |
| DRAINAGE MANHOLE    |  |
| DRAINAGE CATCHBASIN |  |
| SANITARY MANHOLE    |  |
| SANITARY CLEANOUT   |  |

#### PROPOSED

|                       |                                                                                       |
|-----------------------|---------------------------------------------------------------------------------------|
| EDGE OF SHOULDER      |  |
| FLOW LINE             |  |
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| CONTOUR               |  |
| SILT FENCE            |  |
| PROPERTY LINE         |  |
| EASEMENT              |  |
| FENCE                 |  |
| GAS LINE              |  |
| FIBER OPTIC           |  |
| OVERHEAD ELECTRIC     |  |
| UNDERGROUND ELECTRIC  |  |
| OVERHEAD TELEPHONE    |  |
| UNDERGROUND TELEPHONE |  |
| SANITARY SEWER        |  |
| STORM SEWER           |  |
| WATERLINE             |  |

Architect:



JOHN S. ODOM, ARCHITECT  
99 MEADOWBROOK COUNTRY CLUB ESTATES  
BALLWIN, MISSOURI 63011  
PH. 1.417.343.2602  
WWW.JOHNSODOM.COM  
E-MAIL: JOHN@JOHNSODOM.COM

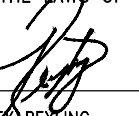
Civil Engineer:



REYLING DESIGN & CONSULTING

4516 Boardwalk | Smithton, IL | 62285  
reylingdc@gmail.com

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

SIGNATURE:   
NAME: TODD JEFFREY REYLING  
DATE: 07.27.2022 LICENSE NUMBER: 50973

ENGINEER OF RECORD:  
Todd J. Reyling, PE  
Minnesota PE 50973

|                           |            |
|---------------------------|------------|
| ISSUED / REVISED          | DATE       |
| ISSUED FOR REVIEW         | 06.29.2022 |
| REVISED PER CITY COMMENTS | 07.27.2022 |

PROJECT NUMBER: 22-142

New Ground Up Building:

Dairy Queen

5111 East Viking Blvd.  
Wyoming, MN 55092  
Chisago County

Cover  
Sheet

C000



## CIVIL CONSTRUCTION NOTES:

ALL MATERIALS AND CONSTRUCTION SHALL BE IN ACCORDANCE WITH CURRENT WYOMING STANDARDS AND SPECIFICATIONS. IF NOT SPECIFIED BY THE CITY OF WYOMING, ALL MATERIALS AND CONSTRUCTION SHALL BE IN ACCORDANCE WITH CURRENT MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARDS AND SPECIFICATIONS.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIRING OR REPLACING ANY EXISTING IMPROVEMENTS OR UNDERGROUND FACILITIES THAT ARE DAMAGED.

THE CONTRACTOR SHALL LEAVE AN EMERGENCY PHONE NUMBER WITH THE POLICE AND FIRE DEPARTMENTS AND KEEP THEM INFORMED OF CONSTRUCTION ACTIVITIES AND OF ANY DETOURS.

CONTRACTOR SHALL POST EMERGENCY PHONE NUMBERS AT THE SITE FOR THE PUBLIC WORKS, AMBULANCE, POLICE, FIRE DEPARTMENT, AND UTILITY LOCATE COMPANIES AT ALL TIMES.

THE CONTRACTOR SHALL CONDUCT THEIR WORK SO AS NOT TO INTERFERE WITH OR HINDER THE PROGRESS OF THE COMPLETION OF WORK BEING PERFORMED BY OTHER CONTRACTORS.

THE CONTRACTOR AND ALL SUBCONTRACTORS INVOLVED IN THE PROJECT, SHALL ASSUME LIABILITY, FINANCIAL OR OTHERWISE, IN CONNECTION WITH THEIR CONTRACT AND SHALL PROTECT AND HOLD HARMLESS THE ENGINEER AND THE ENGINEER'S REPRESENTATIVES FROM ANY AND ALL DAMAGES OR CLAIMS THAT MAY ARISE BECAUSE OF INCONVENIENCE, DELAYS, OR LOSS EXPERIENCED BECAUSE OF THE PRESENCE AND OPERATIONS OF OTHER CONTRACTORS OR CONSULTANTS WORKING ADJACENT TO OR WITHIN THE LIMITS OF THE PROJECT.

CONTRACTOR SHALL REPAIR ANY DAMAGE TO PROPERTY DURING CONSTRUCTION. DAMAGED PROPERTY SHALL BE RETURNED TO THE EXISTING CONDITIONS AT A MINIMUM.

PUBLIC SAFETY AND TRAFFIC CONTROL SHALL BE PROVIDED IN ACCORDANCE WITH THE CITY OF WYOMING AND CHICAGO COUNTY STANDARDS AND SPECIFICATIONS AND AS DIRECTED BY THE CITY. SAFE VEHICULAR AND PEDESTRIAN ACCESS SHALL BE PROVIDED AROUND THE SITE AT ALL TIMES. ALL DETOURS/LANE CLOSURES MUST BE HANDLED USING TRAFFIC CONTROL DEVICES CONFORMING TO THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), CURRENT EDITION, AND MUST BE APPROVED BY THE CITY.

ADEQUATE TEMPORARY OFF STREET PARKING FOR CONSTRUCTION WORKERS SHALL BE PROVIDED. PARKING ON NON-SURFACED AREAS SHALL BE PROHIBITED IN ORDER TO ELIMINATE THE CONDITION, WHEREBY MUD FROM CONSTRUCTION AND/OR WORKERS VEHICLES IS TRACKED ONTO THE PAVEMENT CAUSING HAZARDOUS ROADWAY AND DRIVEWAY CONDITIONS.

PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL FIELD VERIFY ALL EXISTING SITE FEATURES AND UTILITIES, AND REPORT ALL FINDINGS AND DISCREPANCIES TO THE ENGINEER.

ALL WORK, INSTALLATION, PROCEDURES, MATERIALS, AND TESTING ASSOCIATED WITH THIS PROJECT SHALL CONFORM TO THE FOLLOWING STANDARDS AND SPECIFICATIONS AND REQUIREMENTS INsofar AS THEY APPLY (EXCEPT ALL REQUIREMENTS FOR METHOD OF MEASUREMENT OR PAYMENT DO NOT APPLY):

- NATIONAL MANUAL ON TRAFFIC CONTROL DEVICES, LATEST EDITION.
- UNITED STATES AMERICANS WITH DISABILITIES ACT.
- MINNESOTA AMERICAN PUBLIC WORKS ASSOCIATION.
- ALL ORDINANCES, LAWS, REGULATIONS, AND STANDARDS OF ALL PERTINENT AUTHORITIES HAVING JURISDICTION OVER THE WORK ASSOCIATED WITH THIS PROJECT.
- ANY INCONSISTENCIES, DISCREPANCIES OR CONFLICTS DISCOVERED BETWEEN THE VARIOUS STANDARDS, SPECIFICATIONS OR LAWS BY GOVERNING AUTHORITIES AND/OR THESE PLANS AND SPECIFICATIONS, THE MOST STRINGENT SHALL BE BINDING AND APPLICABLE TO THIS PROJECT.

## CIVIL SITE NOTES:

THE ENGINEER SHALL NOT BE RESPONSIBLE FOR THE CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, OR PROCEDURES FOR SAFETY PRECAUTIONS OR PROGRAMS. THE ENGINEER SHALL NOT BE RESPONSIBLE FOR THE CONTRACTOR'S FAILURE TO CARRY OUT THE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.

PRIOR TO CONSTRUCTION, THE ENGINEER AND REVIEWING AGENCY, MUST APPROVE ANY ALTERATION OR VARIANCE FROM THE PLANS. ANY VARIATIONS FROM THESE PLANS SHALL BE PROPOSED ON THE CONSTRUCTION FIELD PRINTS AND TRANSMITTED TO THE ENGINEER.

ANY INSPECTION BY THE MUNICIPALITY, COUNTY, STATE OR THE ENGINEER SHALL NOT, IN ANY WAY, RELIEVE THE CONTRACTOR FROM ANY OBLIGATION TO PERFORM THE WORK IN STRICT COMPLIANCE WITH ALL APPLICABLE CODES AND AGENCY REQUIREMENTS.

REMOVAL AND REPLACEMENT QUANTITIES ARE APPROXIMATE AND THE EXACT LOCATION OF REMOVAL LIMITS SHALL BE VERIFIED IN THE FIELD AND APPROVED BY THE INSPECTOR PRIOR TO THE START OF CONSTRUCTION.

ALL LANDSCAPE AREAS SHALL BE FILLED WITH A MINIMUM OF 6 INCHES OF TOPSOIL.

THE CONTRACTOR SHALL BE RESPONSIBLE TO OBTAIN ALL REQUIRED CONSTRUCTION PERMITS AND BONDS PRIOR TO CONSTRUCTION.

ALL SIGNAGE PROPOSED FOR THIS SITE SHALL BE IN COMPLIANCE WITH THE ORDINANCES OF THE CITY.

THE CONTRACTOR SHALL HAVE A COPY OF THE CONTRACT DOCUMENTS INCLUDING THE PLANS, SPECIFICATIONS, COPIES OF REQUIRED CONSTRUCTION PERMITS, EROSION AND SEDIMENT CONTROL PLANS AND INSPECTION REPORTS AT THE JOB SITE AT ALL TIMES.

ALL COPIES OF COMPACTION, CONCRETE AND OTHER REQUIRED TEST RESULTS ARE TO BE SENT TO THE OWNER, CITY INSPECTOR, AND ENGINEER OF RECORD DIRECTLY FROM THE TESTING COMPANY.

THE CONTRACTOR SHALL THOROUGHLY CHECK AND COORDINATE THE ARCHITECTURAL, CIVIL, STRUCTURAL, MECHANICAL, ELECTRICAL, PLUMBING, FIRE PROTECTION, AND ALL OTHER PLANS PRIOR TO COMMENCING CONSTRUCTION. THE OWNER AND ENGINEER SHALL BE NOTIFIED OF ANY DISCREPANCY PRIOR TO COMMENCING CONSTRUCTION.

ALL UTILITY CONDUITS SHALL BE FOUR (4) INCHES, UNLESS OTHERWISE INDICATED. U.L. LISTED SCHEDULE 40 PVC INSTALLED AT A MINIMUM OF 24" BELOW FINAL GRADE, UNLESS THE UTILITY COMPANY REQUIRES DIFFERENT INSTALLATION METHODS. ALL CONDUITS FOR GAS, ELECTRIC, AND COMMUNICATIONS SHALL BE INSTALLED PRIOR TO STREET/PAVEMENT INSTALLATION.

ALL UTILITY CONDUITS SHALL HAVE PULL WIRES INSTALLED. THE CONDUITS ENDS SHALL BE TEMPORARILY SEALED WITH TAPE AND 2"x4" INSTALLED AT EACH END. THE 2"x4" SHALL BE COLOR CODED TO MATCH THE STANDARD UTILITY LOCATING COLORS.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL NECESSARY RELOCATIONS INCLUDING BUT NOT LIMITED TO: UNDERGROUND AND OVERHEAD UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS AND POLES, IRRIGATION STRUCTURES, AND OTHER EXISTING APPURTENANCES AS REQUIRED TO FACILITATE THE INSTALLATION OF THE PROPOSED IMPROVEMENTS. ALL RELOCATION WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES/DISTRICTS SPECIFICATIONS AND SHALL BE APPROVED BY THE GOVERNING AUTHORITIES/OWNERS PRIENT TO COMMENCEMENT OF ANY WORK. ALL RESULTING COSTS SHALL BE DEEMED TO BE INCLUDED IN THE CONTRACTOR'S COST/BIID.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR DEWATERING ALL AREAS TO BE EXCAVATED OR FILLED.

THE CONTRACTOR SHALL NOT TAKE ADVANTAGE OF ANY APPARENT ERROR OR OMISSION ON THE PLANS OR SPECIFICATIONS. IN THE EVENT THE CONTRACTOR DISCOVERS ANY APPARENT ERROR OR DISCREPANCY, THEY SHALL IMMEDIATELY CALL UPON THE ENGINEER FOR THEIR INTERPRETATION AND DECISION.

THE CONTRACTOR SHALL COMPLY WITH ALL LEGAL ROAD RESTRICTIONS IN THE HAULING OF MATERIALS ON PUBLIC ROADS/STREETS BEYOND THE LIMITS OF THE WORK. A SPECIAL HAUL PERMIT WILL NOT RELIEVE THE CONTRACTOR OF LIABILITY FOR ANY DAMAGE WHICH MAY RESULT FROM THE MOVING OF MATERIAL OR EQUIPMENT.

IF THE CONTRACTOR ELECTS TO BURN CLEARED AND GRUBBED VEGETATION, THE CONTRACTOR SHALL BE RESPONSIBLE TO APPLY FOR PERMISSION FOR THE APPLICABLE MUNICIPALITY, FIRE DEPARTMENT, AND ALL PERTINENT AUTHORITIES HAVING JURISDICTION.

## CIVIL EROSION AND SEDIMENT CONTROL NOTES:

ALL SOIL AND EROSION CONTROL MEASURES SHALL CONFORM TO AND BE IN COMPLIANCE WITH THE CITY OF WYOMING, MINNESOTA; AND THE MINNESOTA POLLUTION CONTROL AGENCY.

ALL WATER POLLUTION CONTROL BEST MANAGEMENT PRACTICES (BMP'S) SHOWN ON THESE PLANS ARE DIAGRAMMATIC. THE CONTRACTOR SHALL DETERMINE ACTUAL LOCATIONS THAT ARE APPROPRIATE FOR EACH PHASE OF CONSTRUCTION.

ALL SOIL AND EROSION CONTROL MEASURES SHALL CONFORM TO THE MINNESOTA HANDBOOK FOR EROSION CONTROL, SEDIMENT CONTROL, AND STORMWATER MANAGEMENT ON CONSTRUCTION SITES AND URBAN AREAS.

ALL PERIMETER SILT FENCE SHALL BE INSTALLED PRIOR TO ANY GRADING.

ALL REMOVABLE PROTECTIVE EROSION CONTROL DEVICES SHOWN SHALL BE IN PLACE AT THE END OF EACH WORKING DAY.

AFTER A RAINFALL EVENT, ALL SILT AND DEBRIS SHALL BE REMOVED FROM ALL BMP'S.

GRADED AREAS AROUND THE PERIMETER MUST DRAIN AWAY FROM THE FACE OF THE SLOPE AT THE CONCLUSION OF EACH WORKING DAY.

DURING CONSTRUCTION, THE CONTRACTOR SHALL TAKE PRECAUTION TO ENSURE THAT SEDIMENTATION DAMAGE WILL NOT OCCUR. THE CONTRACTOR SHALL RESTRICT THE AMOUNT OF LAND AREA GRADED AT ANY ONE TIME TO A MINIMUM. IT IS RECOMMENDED DURING AND AFTER GRADING, THAT A TEMPORARY VEGETATIVE COVER BE ESTABLISHED TO PROTECT THE BARE SOIL SURFACE.

THE CONTRACTOR SHALL BE RESPONSIBLE AND SHALL TAKE NECESSARY PRECAUTIONS TO PREVENT PUBLIC TRESPASS ONTO AREAS WHERE IMPOUNDED WATER CREATES A HAZARDOUS CONDITION.

THE ENGINEER RESERVES THE RIGHT TO MAKE CHANGES OR MODIFICATIONS TO THE EROSION AND SEDIMENT CONTROL PLAN AS DEEMED NECESSARY.

TEMPORARY EROSION PROTECTION IS REQUIRED FOR MANUFACTURED SLOPES PRIOR TO PERMANENT PLANTING.

AREAS SHALL BE MAINTAINED IN SUCH A STATE FOR FIRE ACCESS AT ALL TIMES (INCLUDING ACCESS TO NEIGHBORING PROPERTIES).

NO OBSTRUCTION OR DISTURBANCE OF NATURAL DRAINAGE COURSES OR EXISTING STORM DRAIN INLETS SHALL OCCUR, UNLESS ADEQUATE TEMPORARY/PERMANENT DRAINAGE FACILITIES HAVE BEEN APPROVED AND INSTALLED TO CARRY SURFACE WATER TO THE NEAREST PRACTICAL STREET, STORM DRAIN, OR NATURAL WATERCOURSE.

THE CONTRACTOR SHALL CONDUCT THEIR OPERATIONS IN SUCH A MANNER THAT STORM RUNOFF WILL BE CONTAINED WITHIN THE PROJECT OR CHanneLED INTO THE STORM DRAINAGE SYSTEM WHICH SERVES THE RUNOFF AREA. STORM RUNOFF FROM ONE AREA SHALL NOT BE ALLOWED TO DIVERT TO ANOTHER RUNOFF AREA.

ANY EROSION AND SEDIMENT CONTROL PLAN CONTAINED IN THE PROJECT PLANS SHOULD BE CONSIDERED A GENERAL GUIDELINE TO BE UTILIZED FOR EROSION CONTROL PREVENTION. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THAT ALL EROSION AND DISPLACED SEDIMENT DOES NOT MIGRATE OFF SITE. IF UNEXPECTED EROSION OR SEDIMENTATION OCCURS, OR IF THE EROSION PLAN STRUCTURES BECOME DAMAGED, THE CONTRACTOR SHALL PROVIDE SUFFICIENT MEASURES TO REPAIR, REPLACE, OR INSTALL EROSION CONTROL STRUCTURES TO ENSURE OFF-SITE DAMAGE DOES NOT OCCUR. ANY SEDIMENT OR EROSION DAMAGE WHICH OCCURS OFF-SITE SHALL BE REPAIRED BY THE CONTRACTOR AT HIS EXPENSE.

CONFORMANCE WITH THE REQUIREMENTS OF THESE PLANS SHALL IN NO WAY RELIEVE THE CONTRACTOR FROM THEIR RESPONSIBILITIES TO THE SITE AND ADJACENT PROPERTIES. TEMPORARY EROSION CONTROL SHALL CONSIST OF, BUT NOT LIMITED TO, CONSTRUCTING SUCH FACILITIES AND TAKING SUCH MEASURES AS ARE NECESSARY TO PREVENT, CONTROL AND ABATE WATER, MUD, AND EROSION DAMAGE TO PUBLIC AND PRIVATE PROPERTY AS A RESULT OF THE CONSTRUCTION OF THIS PROJECT.

FILL AREAS WHILE BEING BROUGHT UP TO GRADE AND DURING PERIODS OF COMPLETION PRIOR TO FINAL GRADE, SHALL BE PROTECTED BY VARIOUS MEASURES TO ELIMINATE EROSION AND THE SITUATION OF DOWNSTREAM FACILITIES AND ADJACENT AREAS. THESE MEASURES MAY INCLUDE, BUT SHALL NOT BE LIMITED TO: TEMPORARY DOWNDRAINS, EITHER IN THE FORM OF PIPES OR PAVED DITCHES WITH PROTECTED OUTFALL AREAS; CONFINED PONDING AREAS TO DESILT RUNOFF; TEMPORARY CHECK DAMS IN THE TOE SLOPE DITCHES TO DESILT RUNOFF; PROTECTION SUCH AS SAND BAGS AROUND INLETS WHICH HAVE NOT BEEN BROUGHT UP TO GRADE; AND EARTH BERMS AND APPROPRIATE GRADING TO DIRECT DRAINAGE AWAY FROM THE EDGE OF THE TOP OF SLOPES SHALL BE CONSTRUCTED AND MAINTAINED ON FILL AREAS WHERE EARTHWORK OPERATIONS AREA NOT IN PROGRESS.

CLEARING AND GRUBBING SHOULD BE LIMITED TO AREAS THAT WILL RECEIVE IMMEDIATE GRADING. EROSION CONTROL MEASURES WILL BE REQUIRED TO PROTECT AREAS THAT HAVE BEEN CLEARED AND GRUBBED PRIOR TO GRADING OPERATION. THESE MEASURES MAY INCLUDE BUT SHALL NOT BE LIMITED TO: GRADED DITCHES; BRUSH BARRIERS; AND SILT FENCES. CARE SHALL BE EXERCISED TO PRESERVE VEGETATION BEYOND THE LIMITS OF GRADING.

PAVED SURFACES WITH ACCUMULATED MATERIALS SHALL BE WASHED AND SWEEPED WITH MECHANICAL EQUIPMENT AFTER PAVEMENT IS CONSTRUCTED, BUT PRIOR TO FINAL ACCEPTANCE.

THE CONTRACTOR SHALL PLACE FILTER FABRIC AROUND ALL INLETS. BARRIERS AROUND INLETS IN STREETS OR PAVED AREAS SHALL BE REMOVED PRIOR TO FINAL ACCEPTANCE OF PUBLIC IMPROVEMENTS.

CITY APPROVAL OF THESE PLANS DOES NOT RELIEVE THE CONTRACTOR FROM RESPONSIBILITY FOR THE CORRECTION OF ERRORS AND OMISSIONS DISCOVERED DURING CONSTRUCTION. UPON REQUEST, THE REQUIRED PLAN REVISIONS SHALL BE PROMPTLY SUBMITTED TO THE ENGINEER FOR APPROVAL.

ANY DISTURBED AREA LEFT EXPOSED FOR A PERIOD GREATER THAN 13 DAYS SHALL BE STABILIZED WITH MULCH AND TEMPORARY SEEDING.

## CIVIL SIGNAGE AND STRIPING NOTES:

ALL SIGNS SHALL BE STANDARD SIZE AND TO CURRENT MUTCD STANDARDS, INCLUDING SUPPLEMENTS FOR THE STATE OF MINNESOTA, UNLESS OTHERWISE NOTED.

ALL PARKING RESTRICTION SIGNS SHALL HAVE ENGINEERING REFLECTIVE SHEETING. ALL OTHER SIGNS SHALL HAVE DIAMOND GRADE REFLECTIVE SHEETING.

ALL SIGNS SHALL BE MOUNTED WITH VANDAL-RESISTANT HARDWARE.

POST MOUNTED SIGNS SHALL BE MOUNTED SO THAT THE BOTTOM OF THE SIGN IS AT LEAST 6 FEET FROM THE FINISHED GRADE IN AREAS WHERE PEDESTRIANS MAY BE PRESENT. EVEN IN AREAS WHERE NO SIDEWALKS ARE PRESENT, UNLESS OTHERWISE NOTED, TO SATISFY THIS REQUIREMENT, EXISTING POSTS MAY NEED TO BE REPLACED IF ADDITIONAL SIGNS ARE REQUIRED.

WHERE POSSIBLE, AT LEAST 2 FEET OF CLEARANCE SHALL BE PROVIDED FROM THE CURB FACE TO THE EDGE OF THE SIGN.

NOTED PERMANENT STRIPING AND PAVEMENT MARKINGS SHALL BE THERMOPLASTIC UNLESS OTHERWISE NOTED. YELLOW THERMOPLASTIC SHALL BE LEAD-FREE ORGANIC MATERIAL. ALL CURB MARKINGS SHALL BE PAINTED.

ALL STRIPING AND PAVEMENT MARKINGS SHALL BE REFLECTORIZED UNLESS OTHERWISE NOTED.

ALL EXISTING STRIPING AND PAVEMENT MARKINGS THAT CONFLICT WITH THE PROPOSED STRIPING AND PAVEMENT MARKINGS SHALL BE REMOVED BY WET SANDBLASTING OR GRINDING. PAVEMENT LEGENDS AND ARROWS THAT ARE TO BE REMOVED SHALL BE REMOVED IN A BLOCK PATTERN. ALL STRIPING AND PAVEMENT MARKING REMOVAL AREAS SHALL BE TREATED WITH AN APPROVED PAVEMENT SEALER.

## CIVIL PAVEMENT, SUB-GRADE, AND TRAFFIC CONTROL NOTES:

MATERIALS AND CONSTRUCTION TECHNIQUES SHALL BE IN ACCORDANCE WITH THE APPLICABLE SECTIONS OF THE LATEST EDITION OF THE STANDARD SPECIFICATIONS FOR CONSTRUCTION PUBLISHED BY MINNESOTA DEPARTMENT OF TRANSPORTATION (ALDOT).

ALL GRADING SHALL BE DONE IN ACCORDANCE WITH THE CITY OF WYOMING REQUIREMENTS AND THE REQUIREMENTS PRESENTED IN THE CURRENT BUILDING CODE.

COMPACTION TESTING OF THE SUB-GRADE WILL BE PERFORMED BY THE CONTRACTOR.

ENTRANCE PAVEMENT SHALL BE COORDINATED WITH THE CITY OF WYOMING PRIOR TO CONSTRUCTION PROCEEDING.

ALL TRAFFIC CONTROL (INCLUDING, BUT NOT LIMITED TO WORK ZONE, TEMPORARY, OR PERMANENT) SHALL BE FURNISHED, INSTALLED, MAINTAINED, RELOCATED, AND/OR REMOVED ACCORDING TO THE LATEST EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION (ALDOT) STANDARD SPECIFICATIONS.

CONTRACTOR TO REMOVE ALL EXISTING ITEMS (CONC. WALK CONC. PAD, POSTS, PAVEMENT, TREES, SHRUBS, ETC.) THAT INTERFERE WITH NEW CONSTRUCTION, AT NO ADDITIONAL COST TO THE CONTRACT.

THE CONTRACTOR MUST SUBMIT A MAINTENANCE OF TRAFFIC PLAN AT LEAST FIVE (5) WORKING DAYS PRIOR TO RESTRICTION OR CLOSURE OF ANY STREET.

## CIVIL GRADING, EARTHWORK, AND BACKFILL NOTES:

ALL GRADING SHALL BE DONE IN ACCORDANCE WITH THE CITY OF WYOMING REQUIREMENTS, THE GUIDELINES PRESENTED IN THE CURRENT BUILDING CODE, AND THE GEOTECHNICAL REPORT. THE CONTRACTOR SHALL FOLLOW ALL PROCEDURES, RECOMMENDATIONS, AND REQUIREMENTS CONTAINED IN THE CODE AND REPORT, AND THESE REQUIREMENTS SHALL SUPERCEDE ALL INFORMATION AS NOTED ON THESE PLANS. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY OF DISCREPANCIES BEFORE ANY ACTION IS TAKEN.

ALL IMPORTED MATERIAL SHALL BE APPROVED BY AN EXPERIENCED GEOTECHNICAL ENGINEER OR THEIR FIELD REPRESENTATIVE.

ALL GRADING SHALL BE DONE IN ACCORDANCE WITH THE APPROVED GEOTECHNICAL SOILS REPORT.

AREA TO BE CUT OR TO RECEIVE FILL SHOULD BE STRIPPED OF SURFACE VEGETATION AND ORGANIC TOPSOIL. THE STRIPPING SHOULD BE REMOVED FROM THE BUILDING OR PAVEMENT AREA AND STOCKPILED FOR LATER PLACEMENT IN LANDSCAPED OR COMMON GROUND AREAS, AS APPROPRIATE. ORGANIC TOPSOIL CAN BE RE-USED AS FILL, IF THOROUGHLY MIXED WITH OTHER, ACCEPTABLE, NON-ORGANIC, FILL MATERIALS, AS APPROVED BY THE ENGINEER.

FILL AREAS IN PAVEMENT AND BUILDING AREAS SHALL BE PLACED TO AT LEAST 95% OF THE MATERIAL'S STANDARD PROCTER MAXIMUM DRY DENSITY (ASTM D698). THE UPPER 9 INCHES OF NATIVE SUBGRADE IN FILL AREAS AND DETENTION BASIN FILL AREAS SHALL BE RECOMPACTED TO AT LEAST 95% OF THE MATERIAL'S STANDARD PROCTER MAXIMUM DRY DENSITY (ASTM D698).

COMPACTION TESTS ARE REQUIRED FOR EACH FILL LIFT. NO LIFT TO EXCEED 12" IN DEPTH. CONTRACTOR IS RESPONSIBLE FOR ALL PROCTOR AND COMPACTION TEST ON MATERIALS.

ALL DUST SHALL BE CONTROLLED BY WATERING WHEN NECESSARY.

THE CONTRACTOR SHALL REMOVE ALL VEGETATION AND DEBRIS PRIOR TO ANY GRADING.

THE SUB-GRADE OF ALL FOUNDATION AREAS SHALL BE OBSERVED BY AN EXPERIENCED LICENSED GEOTECHNICAL ENGINEER OR THEIR FIELD REPRESENTATIVE PRIOR TO THE PLACEMENT OF ANY CONCRETE OR FILL MATERIAL.

ALL GRADES SHALL BE TO WITHIN +/- 1 INCH OF THOSE SHOWN ON THE GRADING PLAN WHILE MAINTAINING POSITIVE DRAINAGE.

## CIVIL ACCESSIBILITY NOTES:

ALL WORK SHALL BE IN CONFORMANCE WITH THE CURRENT VERSION OF THE LOCAL ACCESSIBILITY CODE (BOTH CITY AND STATE) AND WITH THE FEDERAL AMERICANS WITH DISABILITIES ACT (ADA).

ALL RAMPS SHALL NOT EXCEED A RUNNING SLOPE OF 1:12 OR 8.33%.

RAMPS ARE DEFINED AS ANY WALKWAY BETWEEN SLOPES 1:20 OR 5.00% AND 1:12 OR 8.33% AND SHALL HAVE A MINIMUM CLEAR WIDTH OF 3 FEET AND A MAXIMUM CROSS-SLOPE OF 1:50 OR 2.00%. RAMPS EXCEEDING 30 INCHES OF VERTICAL CHANGE SHALL HAVE INTERMEDIATE (2.00% MAX. SLOPE) LANDINGS HAVING A MINIMUM LENGTH IN THE DIRECTION OF TRAVEL OF 60 INCHES. BOTTOM LANDINGS SHALL HAVE A MINIMUM LENGTH OF 60 INCHES IN THE DIRECTION OF TRAVEL. LANDINGS SHALL BE AT LEAST THE WIDTH AS THE WIDEST RAMP RUN LEADING TO THE LANDING. LANDINGS AT RAMP DIRECTION CHANGES SHALL HAVE A MINIMUM WIDTH AND LENGTH OF 60 INCHES.

THE MAXIMUM CROSS-SLOPE ON ANY WALK OR RAMP SHALL BE 2.00%. ALL ACCESSIBLE PARKING SPACES AND LOADING ZONES SHALL HAVE A MAXIMUM SLOPE OF 2.00% IN ALL DIRECTIONS.

ALL ACCESSIBLE ROUTES OF TRAVEL SHALL HAVE A MINIMUM OF THREE (3) FOOT CLEAR WIDTH FOR ACCESSIBLE CONFORMANCE, UNLESS OTHERWISE NOTED PER THE PLANS.

TRUNCATED DOMES AS DETECTABLE WARNINGS MAY BE REQUIRED ON WALKS THAT CROSS OR ADJOIN A VEHICULAR WAY WITHOUT A VERTICAL SEPARATION BETWEEN THE WALKWAY AND VEHICULAR WAY.

## CITY OF WYOMING AND DOT CONSTRUCTION NOTES:

CONTRACTOR IS RESPONSIBLE FOR CONTACTING THE CITY OF WYOMING AND MINNESOTA DEPARTMENT OF TRANSPORTATION (MNDOT), AT LEAST 48 HOURS PRIOR TO POURING CONCRETE. INSTALLING STORM SEWER, INSTALLING SANITARY SEWER, OR OTHERWISE PROVIDING SUCH ADVANCE NOTICE AS MAY BE REQUIRED BY THESE JURISDICTIONS.

ALL WORK, MATERIALS, AND INSTALLATION SHALL NOT BE DEEMED SATISFACTORY UNTIL SUCH TIME AS ALL APPROVALS ARE OBTAINED FROM THE JURISDICTIONAL AUTHORITY.

THE CONTRACTOR SHALL PROCEED AT THEIR OWN RISK IN PERFORMING ANY WORK PRIOR TO VERIFYING OR RECEIVING ALL NECESSARY PERMITS FOR THE WORK TO BE COMPLETED.

CONTRACTOR SHALL BE REQUIRED TO REMOVE AND REPLACE ANY SIGNS THAT NEED TO BE MOVED TO COMPLETE THE WORK. THIS WORK SHALL BE CONSIDERED INCIDENTAL TO THE PROJECT.

THE CONTRACTOR SHALL TAKE ALL REASONABLE PRECAUTIONS TO PROTECT ALL EXISTING UTILITIES.

ANY SIDEWALKS, CURB AND GUTTER, OR STREET ROADWAY PAVEMENT DAMAGED IN THE COURSE OF CONSTRUCTION ACTIVITY ON ADJACENT PRIVATE PROPERTY MUST BE REPLACED IN KIND.

ALL DISTURBED AREAS WITHIN THE CITY OF WYOMING AND MINNESOTA DEPARTMENT OF TRANSPORTATION (ALDOT) RIGHT OF WAY SHALL BE RESTORED PER THEIR REQUIREMENTS.

ALL WORK WITHIN MNDOT AND COUNTY RIGHT OF WAY WILL REQUIRE A RIGHT OF WAY PERMIT.

MAXIMUM SLOPES ARE NOT TO EXCEED 3:1.

INSPECTION OF SILTATION CONTROL DEVICES SHALL TAKE PLACE ONCE EVERY SEVEN (7) DAYS AND WITHIN 24 HOURS OF ANY ONE (1) INCH RAIN PER 24 HOUR RAIN EVENT.

ANY SILTATION CONTROL IN NEED OF REPAIR SHALL BE FIXED IMMEDIATELY AND ADDITIONAL SILTATION CONTROLS SHALL BE INSTALLED AS DIRECTED BY THE CITY INSPECTOR.

SILTATION CONTROL DEVICES SHALL REMAIN IN PLACE UNTIL UPSLOPE AREAS HAVE BEEN PERMANENT STABILIZED WITH GRASS OR PAVEMENT.

CONTRACTOR TO SUPPLY CITY OF WYOMING INSPECTOR WITH COPIES OF THE COMPACTION TEST REPORTS.

SILTATION CONTROL MEASURES SHALL BE INSTALLED BY THE CONTRACTOR AND INSPECTED BY THE CITY OF WYOMING INSPECTOR, PRIOR TO ANY LAND DISTURBANCE.

ALL TRENCH BACKFILLS UNDER PAVED AREAS SHALL BE GRANULAR BACKFILL (WITHOUT VOIDS), AND SHALL BE COMPACTED TO 98% OF THE MAXIMUM DENSITY AS DETERMINED BY THE "MODIFIED AASHTO T-180 COMPACTION TEST". (ASTM D-1557).

ALL FILL PLACED UNDER PROPOSED STORM AND SANITARY SEWER LINES AND/OR PAVED AREAS INCLUDING TRENCH BACKFILLS WITHIN OR OFF IIE ROAD RIGHT-OF-WAY SHALL BE COMPACTED TO 95% OF MAXIMUM DENSITY AS DETERMINED BY THE "MODIFIED AASHTO T-180 COMPACTION TEST". (ASTM D-1557). ALL TESTS SHALL BE VERIFIED BY A SOILS ENGINEER CONCURRENT WITH GRADING AND BACKFILLING OPERATIONS.

## CIVIL STORM AND DRAINAGE NOTES:

STORM AND DRAINAGE SYSTEM CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH THE CITY OF WYOMING STANDARD SPECIFICATIONS AND STANDARD DRAWINGS, LATEST EDITION.

STORMWATER AND ALL OTHER UNPOLLUTED DRAINAGE SHALL BE DISCHARGED INTO SUCH SEWERS AS ARE SPECIFICALLY DESIGNED AS STORM SEWER OR TO A NATURAL OUTLET.

ALL STORM SEWER SHALL BE DISCHARGED AT AN ADEQUATE NATURAL DISCHARGE POINT. SINKHOLES ARE NOT ADEQUATE DISCHARGE POINTS.

ALL STORM SEWER STRUCTURES AND BEDDING REQUIRED FOR STORM SEWER PIPE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF WYOMING STANDARDS, LATEST EDITION.

ALL TRENCHES UNDER AREAS TO BE PAVED AND UNDER EXISTING PAVED AREAS SHALL BE BACKFILL AND PLACED IN ACCORDANCE WITH THE CITY OF WYOMING STANDARDS.

ALL TRENCH BACKFILL UNDER PAVEMENT WITHIN PUBLIC RIGHT OF WAY SHALL BE GRANULAR BACKFILL 9"WITHOUT VOIDS). TRENCH BACKFILL UNDER PAVED AREAS AND OUTSIDE OF PUBLIC RIGHT OF WAY SHALL BE GRANULAR BACKFILL IN LIEU OF EARTH BACKFILL. COMPACTED TO 98% OF THE MODIFIED AASHTO T-180 COMPACTION TEST ASTM D-1557.

ALL BACKFILL MATERIAL SHALL BE MECHANICALLY COMPACTED TO AT LEAST 95% OF THE MATERIALS STANDARD PROCTOR MAXIMUM DRY DENSITY.

## CIVIL SANITARY SEWER NOTES:

SANITARY SEWER SYSTEM CONSTRUCTION AND MATERIALS SHALL COMPLY WITH ALL STATE AND LOCAL REGULATIONS AND GUIDELINES.

SANITARY SEWER PIPE SHALL BE 4 INCH - 8 INCH PVC AS PER INDICATED ON THE PLANS AND SHALL BE IN ACCORDANCE WITH ASTM D3034, SDR 35 WITH JOINTS IN ACCORDANCE WITH ASTM D3212.

ALL SANITARY SEWERS SHALL BE BOTH AIR AND MANDREL TESTED IN ACCORDANCE WITH THE TESTING PROCEDURES IN THE STANDARD SPECIFICATIONS OF THE WYOMING UTILITIES FOR ALL PIPE LENGTHS.

ALL SANITARY SEWER MANHOLES LOCATED IN OR ADJACENT TO DRAINAGE WAYS SHALL BE PROVIDED WITH BOLT DOWN, SOLID, GASKETED AND WATER TIGHT LIDS.

FOUNDATION DRAINS, IF INSTALLED, SHALL NOT CONNECT TO THE SANITARY SEWER.

MANHOLE LIDS MAY BE ADJUSTED WITH ADJUSTING RINGS UP TO 12 INCHES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY AND ALL ADJUSTMENTS UP TO AND INCLUDING 12 INCHES.

FOUR (4) OR SIX (6) INCH WYE FITTINGS WITH FOUR (4) OR SIX (6) INCH LATERALS SHALL BE CONSTRUCTED FROM THE SANITARY SEWER MAIN TO THE BUILDING LINE. AT THE ELEVATION INDICATED, EACH LATERAL SHALL EXTEND AT A 45° ANGLE TO THE SEWER MAIN AND EXTEND UPWARD TO APPROXIMATELY ONE (1) FOOT FROM THE SANITARY MAIN FLOWLINE TO THE LATERAL FLOWLINE. LATERALS SHALL BE EXTENDED AT 1% AND TERMINATED THREE (3) FEET ABOVE GRADE.

ALL TESTS SHALL BE WITNESSED BY THE CONTRACTORS ENGINEER AND WYOMING UTILITIES. COPIES OF ALL TEST RECORDS SHALL BE PROVIDED TO WYOMING UTILITIES FOR PROTECT ACCEPTANCE.

## CIVIL WATERMAIN NOTES:

ALL WATERMAIN CONSTRUCTION AND MATERIALS SHALL COMPLY WITH ALL STATE AND LOCAL REGULATIONS AND GUIDELINES INCLUDING MINNESOTA DNR MINIMUM DESIGN GUIDE, APWA, AND WYOMING UTILITIES.

WATER MAIN SHALL HAVE A MINIMUM COVER OF 42" FROM FINISHED GRADE TO TOP OF PIPE.

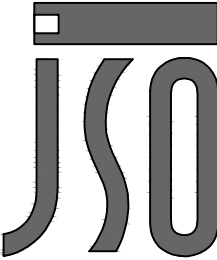
ALL WATER PIPE SHALL BE CONSTRUCTED OF POLY-VINYL (P.V.C.) PIPE CONFORMING TO NSF STANDARD 14 AND AWWA C-900. THE PIPE SHALL CONFORM TO ASTM D2241 AND SHALL BE CONSTRUCTED OF PIPING MATERIALS DESIGNED AS CLASS 124548 (PVC 1120). THE PIPE SHALL HAVE A STANDARD DIMENSION RATIO (SDR) OF 18. SCHEDULE RATINGS SHALL BE IN ACCORDANCE WITH ASTM B 1785 (PVC). JOINTS FOR PVC WATER MAIN SHALL BE "O" RING SLIP ON JOINTS IN CONFORMANCE TO ASTM D3139-98. "STANDARD SPECIFICATION FOR JOINTS FOR PLASTIC PRESSURE PIPES USING FLEXIBLE ELASTOMERIC SEALS." ALL 1-1/2" DOMESTIC WATER SERVICE LINES SHALL BE FLEXIBLE TYPE "K" COPPER. WATER PIPE BETWEEN THE CITY WATER MAIN AND THE METER AND/OR BACKFLOW PREVENTER SHALL BE CLASS 350 DUCTILE IRON OR TYPE K COPPER TUBING.

BEVELED SPIGOT ENDS MUST HAVE A MINIMUM BEVEL OF 8 DEGREES TO A MAXIMUM BEVEL OF 15 DEGREES. THE VERTICAL FACE OF THE SPIGOT END MAY NOT EXCEED 75% OF PIPE WALL THICKNESS AND THE HORIZONTAL LENGTH OF THE BEVEL SHALL NOT EXCEED 1.25 INCHES. FIELD BEVELED SPIGOT END SHALL BE MADE PER MANUFACTURERS RECOMMENDATION AND AS APPROVED BY WYOMING UTILITIES. THE DEGREE OF BEVEL SHALL BE APPROVED FOR THE TYPE OF PIPE BEING INSTALLED.

WATER PIPE SHIPPING, HANDLING & STORAGE - THE FRONT END OF ALL PIPE DELIVERED BY TRUCK SHALL BE COVERED FOR PROTECTION AGAINST EXHAUST FUMES. PIPE SHALL BE PROTECTED FROM EXPOSURE TO SUNLIGHT ACCORDING TO MANUFACTURERS RECOMMENDATIONS. PIPE WILL NOT BE ACCEPTED FOR INSTALLATION IF DISCOLORATION IS EVIDENT DUE TO SUNLIGHT OR OTHER EXPOSURE. PIPE SHALL BE STORED IN SUCH A MANNER TO PREVENT BEAMING THE PIPE.

ALL WORK PERFORMED ON ANY WATER LINES AND/OR APPURTENANCES THAT ARE OWNED OR ANTICIPATED TO BE OWNED BY WYOMING UTILITIES SHALL BE COMPLETED UNDER THE DIRECTION OF WYOMING UTILITIES ADHERING TO AN ACCEPTABLE PLAN APPROVED BY WYOMING UTILITIES. A MINIMUM 2 BUSINESS DAYS NOTICE SHALL BE GIVEN TO WYOMING UTILITIES BY THE CONTRACTOR PRIOR TO THE START OF WATER LINE WORK. ONE SET OF CITY APPROVED PLANS SHALL BE ON THE JOB SITE DURING CONSTRUCTION. WATER LINE CONSTRUCTION WILL NOT BE PERMITTED TO START UNTIL ALL APPROVALS ARE RECEIVED. THERE SHALL BE NO DEVIATION FROM THE APPROVED PLANS WITHOUT WRITTEN APPROVAL FROM WYOMING UTILITIES.

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

SIGNATURE:   
NAME: TODD JEFFREY REYLING  
DATE: 07.27.2022 LICENSE NUMBER: 50973

ENGINEER OF RECORD:  
Todd J. Reyling, PE  
Minnesota PE 50973

| ISSUED / REVISED          | DATE       |
|---------------------------|------------|
| ISSUED FOR REVIEW         | 06.29.2022 |
| REVISED PER CITY COMMENTS | 07.27.2022 |
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PROJECT NUMBER: 22-142

New Ground Up Building:

Dairy Queen



EXISTING CONDITIONS/DEMOLITION PLAN NOTES:

CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL AND/OR PROTECTION OF THE EXISTING ITEMS AS NOTED ON THIS PLAN.

THE CONTRACTOR SHALL TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASES OF THIS PROJECT. THE CONTRACTOR WILL BE HELD SOLELY RESPONSIBLE FOR ANY AND ALL DAMAGES.

CONTRACTOR IS TO DISPOSE OF ALL MATERIAL RESULTING FROM PREVIOUS AND CURRENT DEMOLITION IN ACCORDANCE WITH ALL LOCAL, STATE, AND/OR FEDERAL REGULATIONS.

THE CONTRACTOR IS CAUTIONED TO LOCATE ALL EXISTING UTILITIES AND CONFLICTS. CONTRACTOR SHALL CONTACT THE APPROPRIATE UTILITY COMPANIES AT LEAST 72 HOURS BEFORE ANY CONSTRUCTION ACTIVITY IN ORDER TO FIELD VERIFY EXISTING UTILITY INFORMATION.

CONTRACTOR SHALL PROTECT EXISTING STREET LIGHTS & POSTS, TRAFFIC CONTROL DEVICES, SIGNS, UTILITY BOXES, ELECTRIC, TELEPHONE, GAS, FIBER OPTIC, CABLE, WATER, STORM SEWER, SANITARY SEWER, AND ALL OTHER UTILITIES UNLESS OTHERWISE NOTED ON THE PLANS.

CONTRACTOR TO CLEAR AND GRUB THE EXISTING SITE AS NECESSARY TO PERFORM DEMOLITION, PROPOSED CONSTRUCTION, AND FINAL IMPROVEMENTS.

EXISTING CONDITIONS KEY NOTES:

- 1 EXISTING UTILITY LINES TO REMAIN, CONTRACTOR PROTECT IN PLACE.
- 2 EXISTING STORM SEWER TO REMAIN, CONTRACTOR PROTECT IN PLACE.
- 3 EXISTING WATER LINE TO REMAIN, CONTRACTOR PROTECT IN PLACE.
- 4 EXISTING SANITARY SEWER MAIN TO REMAIN, CONTRACTOR PROTECT IN PLACE.
- 5 EXISTING PAVEMENT TO REMAIN, CONTRACTOR TO PROTECT IN PLACE AND MATCH INTO NEW PAVEMENT.
- 6 EXISTING RETAINING WALL AND FENCE TO REMAIN, CONTRACTOR PROTECT IN PLACE.

DEMOLITION LEGEND/KEY NOTES:

- CLEAR AND GRUB AREAS OF PROPOSED GRADING. REFER TO GEOTECHNICAL REPORT FOR ALL SPECIFICATIONS.
- A SAWCUT PAVEMENT AND CONFORM TO A CLEAN, NEAT EDGE. CONTRACTOR TO COORDINATE WITH CITY BEFORE REMOVAL.
- B LIMITS OF DISTURBANCE, CLEARING AND GRUBBING, AND SOIL STRIPPING.
- C CONTRACTOR REMOVE EXISTING BUILDING IN ITS ENTIRETY.
- D CONTRACTOR TO REMOVE EXISTING ASPHALT PAVEMENT.
- E CONTRACTOR TO REMOVE EXISTING CONCRETE CURB.
- F CONTRACTOR TO REMOVE EXISTING CONCRETE SIDEWALK.
- G CONTRACTOR TO REMOVE EXISTING MENU BOARD AND SPEAKER.
- H CONTRACTOR TO REMOVE EXISTING FUEL TANKS. CONTRACTOR TO COORDINATE WITH MPCA FOR REMOVALS WITH POTENTIAL ENVIRONMENTAL IMPACT OR SOILS REMEDIATION.
- I CONTRACTOR TO REMOVE EXISTING COLUMNS AND CANOPIES.
- J CONTRACTOR TO REMOVE EXISTING UTILITY SERVICE CONNECTIONS.
- K CONTRACTOR TO REMOVE EXISTING WATER SERVICE PER CITY REQUIREMENTS.

FLOOD PLAIN NOTE:

THE SUBJECT PROPERTY IS LOCATED IN ZONE X AND A. ACCORDING TO THE FLOOD INSURANCE RATE MAP (FIRM), COMMUNITY PANEL NO. 27025C0350D WITH AN EFFECTIVE DATE OF APRIL 17, 2012.

TITLE DISCLAIMER:

IT IS NOT WARRANTED THAT THESE DRAWINGS CONTAIN COMPLETE INFORMATION REGARDING EASEMENTS, RESERVATIONS, RESTRICTIONS, RIGHT-OF-WAYS, BUILDING LINE SETBACKS, AND OTHER ENCUMBRANCES. FOR COMPLETE INFORMATION, A TITLE OPINION OR COMMITMENT FOR TITLE INSURANCE SHOULD BE OBTAINED AND THOROUGHLY REVIEWED.

UTILITY INFORMATION:

UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE DO NOT NECESSARILY REFLECT THE ACTUAL EXISTENCE, NON-EXISTENCE, SIZE, TYPE, NUMBER, OR LOCATION OF THESE FACILITIES, STRUCTURES, AND UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF ALL UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES, EITHER SHOWN OR NOT SHOWN ON THESE PLANS. THE UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES SHALL BE LOCATED IN THE FIELD PRIOR TO ANY GRADING, EXCAVATION, OR CONSTRUCTION OF IMPROVEMENTS.

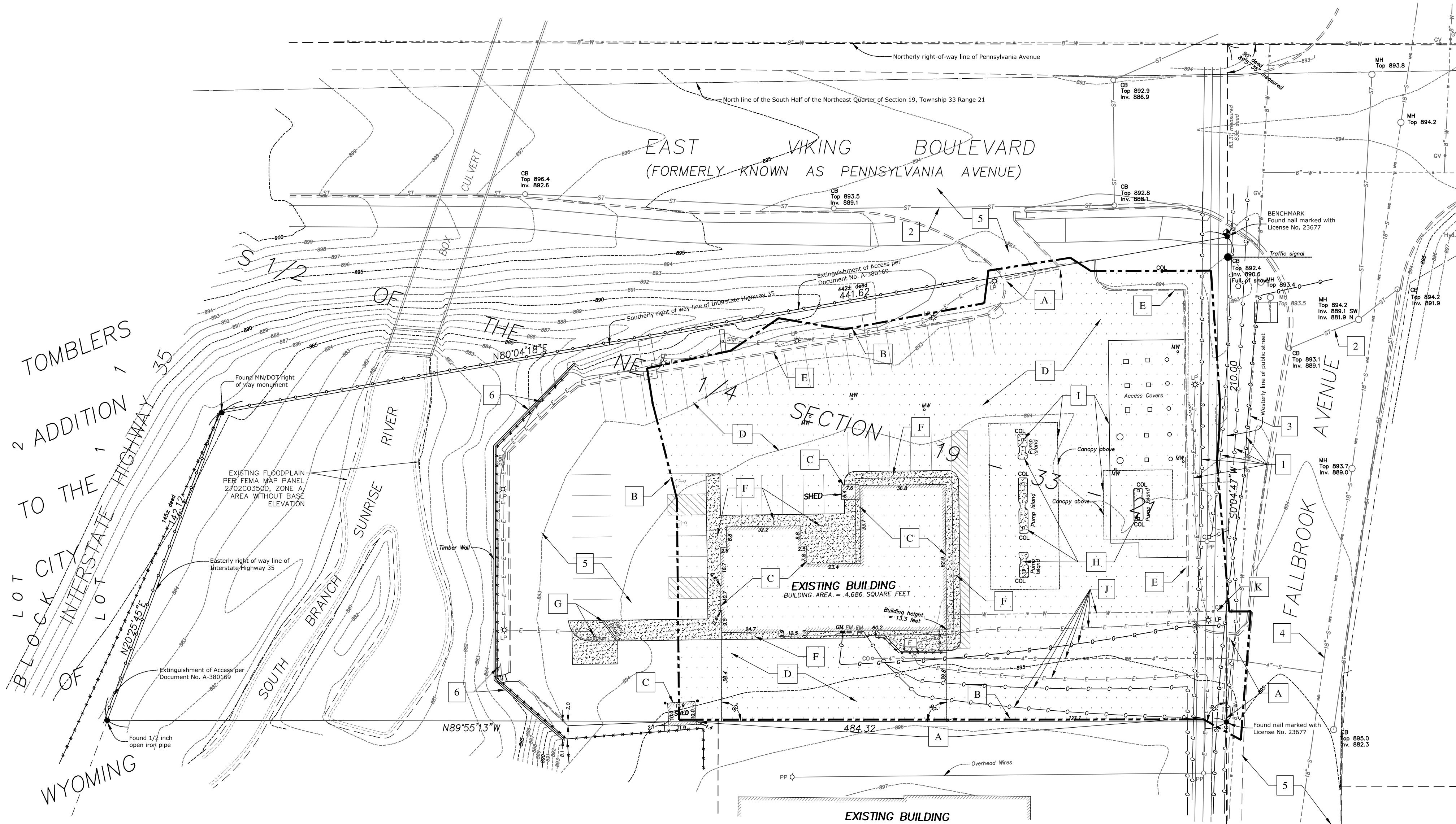
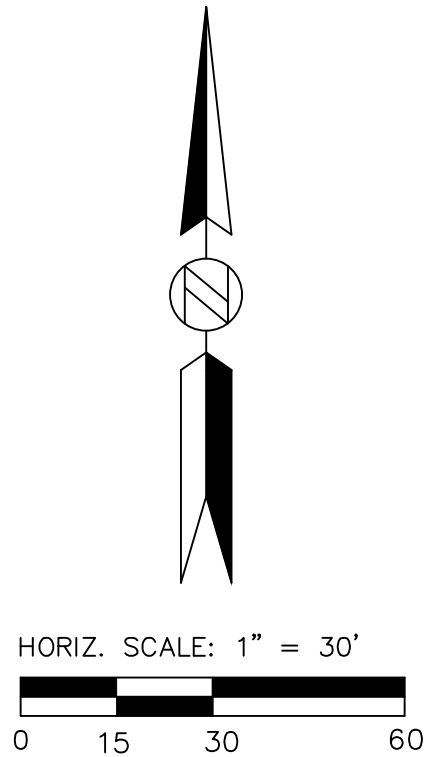
LEGAL DESCRIPTION:

THAT PART OF THE SOUTH HALF OF THE NORTHEAST QUARTER (S1/2 OF NE1/4 ) OF SECTION NINETEEN (19), TOWNSHIP THIRTY-THREE (33), RANGE TWENTY-ONE (21), CHISAGO COUNTY, MINNESOTA AND THAT PART OF LOTS ONE (1) AND TWO (2), BLOCK ONE (1), OF THE RECORDED PLAT OF TOMBLERS ADDITION TO THE VILLAGE OF WYOMING DESCRIBED JOINTLY AS FOLLOWS:

COMMENCING AT THE POINT OF INTERSECTION OF THE EAST LINE OF SAID SECTION 19 WITH THE NORTHERLY RIGHT-OF-WAY LINE OF PENNSYLVANIA AVENUE, SAID POINT ALSO BEING THE NORTHEAST CORNER OF SAID SOUTH HALF OF NORTHEAST QUARTER (S1/2 OF NE1/4); THENCE WEST, ALONG SAID NORTHERLY RIGHT-OF-WAY LINE A DISTANCE OF 718 FEET; THENCE SOUTH AT RIGHT ANGLES A DISTANCE OF 83 FEET, MORE OR LESS, TO THE INTERSECTION OF THE SOUTHERLY RIGHT-OF-WAY LINE OF INTERSTATE HIGHWAY 35 AND THE WESTERLY LINE OF A PUBLIC STREET, BEING THE POINT OF BEGINNING; THENCE CONTINUING SOUTH, ALONG SAID WESTERLY LINE OF PUBLIC STREET, A DISTANCE OF 210 FEET; THENCE WEST AT RIGHT ANGLES TO THE EASTERLY RIGHT-OF-WAY LINE OF INTERSTATE HIGHWAY 35; THENCE NORTHERLY, ALONG SAID EASTERLY RIGHT-OF-WAY LINE A DISTANCE OF 145 FEET, MORE OR LESS; THENCE EASTERLY ALONG THE SOUTHERLY RIGHT-OF-WAY LINE OF INTERSTATE HIGHWAY 35, A DISTANCE OF 442 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.

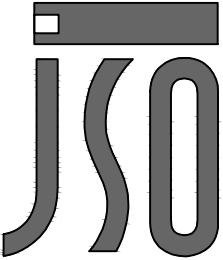
LEGEND:

- Iron Monument Found
- S Sanitary Sewer
- ST Storm Sewer
- W Watermain
- Hyd. Hydrant
- GV Gate Valve
- MH Manhole
- CB Catch Basin
- CO Cleanout
- Guard Post
- PP Power Pole
- LP Light Pole
- Electrical Transformer
- Communications Pedestal
- Concrete Surface
- Bituminous Surface
- Buried Gas
- Buried Communications
- Buried Electric
- Guy Wire
- Gas Meter
- Electric Meter
- Column
- Curb Stop
- Monitoring Well
- Chain Link Fence



MINNESOTA UTILITY LOCATION SERVICE  
PHONE: 800.252.1166 OR WWW.GOPHERSTATEONECALL.ORG

Architect:



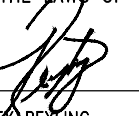
JOHN S. ODOM, ARCHITECT  
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WWW.JOHNSODOM.COM  
E-MAIL: JOHN@JOHNSODOM.COM

Civil Engineer:



REYLING DESIGN & CONSULTING  
4516 Boardwalk | Smithton, IL | 62285  
reylingdc@gmail.com

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SIGNATURE:   
NAME: TODD JEFFREY REYLING  
DATE: 07.27.2022 LICENSE NUMBER: 50973

ENGINEER OF RECORD:  
Todd J. Reyling, PE  
Minnesota PE 50973

| ISSUED / REVISED          | DATE       |
|---------------------------|------------|
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|                           |            |
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PROJECT NUMBER: 22-142

New Ground Up Building:  
**Dairy Queen**  
5111 East Viking Blvd.  
Wyoming, MN 55092  
Chisago County

Existing  
Topography  
and Demolition  
Plan  
**C100**



GENERAL SITE NOTES:

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ALL SIGNAGE AND PAVEMENT MARKINGS SHALL COMPLY WITH THE LATEST EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), OR AS OTHERWISE SPECIFIED. INSTALLATION OF ALL SIGNS SHALL BE GOVERNED BY LOCAL CODES.

THE CONTRACTOR IS RESPONSIBLE TO HAVE ALL EXISTING UTILITIES LOCATED AND PROTECTED DURING CONSTRUCTION. THE CONTRACTOR SHALL NOTIFY THE UTILITY PROTECTION CENTER AT LEAST THREE (3) DAYS PRIOR TO ANY SITE WORK FOR IDENTIFICATION OF EXISTING UTILITIES.

THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AT THE PROJECT SITE BEFORE BEGINNING CONSTRUCTION.

SITE PAVING LEGEND:

- PROPOSED PCC CONCRETE SIDEWALK  
(4"PCC/4"AB), SEE DETAIL
- PROPOSED PCC CONCRETE PAVEMENT  
(7"PCC/4"AB), SEE DETAIL
- PARKING LOT-PROPOSED ASPHALT  
(3.5" AC/6" AB), SEE DETAIL
- PROPOSED LANDSCAPE AND GRASS AREA,  
SEE LANDSCAPE PLAN

CIVIL SITE KEY NOTES:

- 1

PROPOSED MNDOT B612 CURB, SEE DETAIL.
- 1.1

PROPOSED 6" PCC BARRIER CURB, SEE DETAIL.
- 2

PROPOSED ACCESSIBLE PARKING STALL STRIPING AND SIGNAGE, SEE DETAIL.
- 3

EXISTING ROADWAY AND ASPHALT PAVEMENT TO REMAIN     PROTECT IN PLACE.
- 4

PROPOSED PIPE BOLLARD, SEE DETAIL.
- 5

PROPOSED 4" WIDE PARKING STALL STRIPING AND WHITE PAVEMENT MARKING, TRAFFIC WHITE PAINT PER DETAIL. SEE PLAN FOR TYPICAL DIMENSIONS.
- 6

PROPOSED CONCRETE PARKING BLOCK, SEE DETAILS.
- 7

CONTRACTOR TO SAWCUT EXISTING PAVEMENT TO MAKE SMOOTH TRANSITION FROM PARKING LOT/DRIVE LANE PAVEMENT.
- 8

PROPOSED PCC CURB TAPER TO MATCH PAVEMENT AND/OR SIDEWALK GRADE.
- 9

PROPOSED DETECTABLE WARNING (TRUNCATED DOMES) TO MEET ADA STANDARDS, SEE DETAIL. PROPOSED FLUSH PCC SIDEWALK TO PAVEMENT.
- 10

PROPOSED PEDESTRIAN ACCESS, CONTRASTING PAVEMENT PER ADA STANDARDS.
- 11

PROPOSED CONCRETE SIDEWALK, CONTRACTOR SHALL CONSTRUCT TO MEET CURRENT ADA STANDARDS.
- 12

PROPOSED INTEGRAL/TURNDOWN CURB AND SIDEWALK, SEE DETAIL. CONTRACTOR SHALL CONSTRUCT TO MEET CURRENT ADA STANDARDS.
- 13

PROPOSED TRASH ENCLOSURE WITH PIPE BOLLARDS. SEE ARCHITECTURAL AND STRUCTURAL PLANS FOR DETAILS.
- 14

PROPOSED PARKING LOT LIGHTING. SEE SITE LIGHTING PLAN FOR DETAILS.
- 15

PROPOSED PYLON SIGN, SEE ARCHITECTURAL PLANS FOR DETAILS.
- 16

PROPOSED OUTDOOR CONCRETE PATIO AREA.
- 17

PROPOSED HANDRAIL, SEE ARCHITECTURAL PLANS FOR DETAILS.
- 18

PROPOSED PATIO LIGHTING. SEE SITE LIGHTING PLAN FOR DETAILS.
- 19

PROPOSED CLEARANCE BAR AND SIGN, SEE ARCHITECTURAL PLANS FOR DETAILS.
- 20

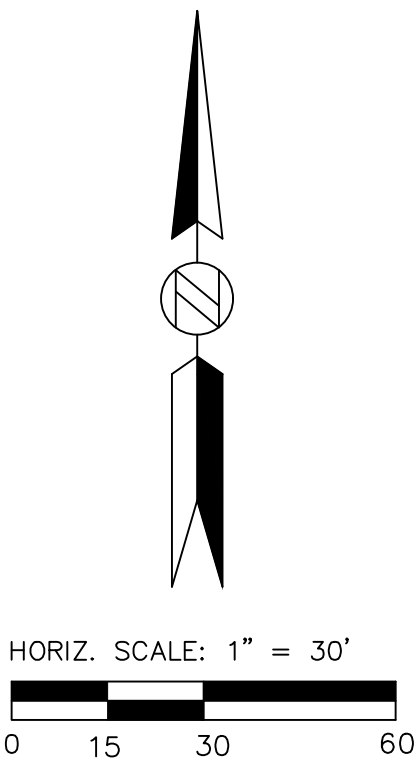
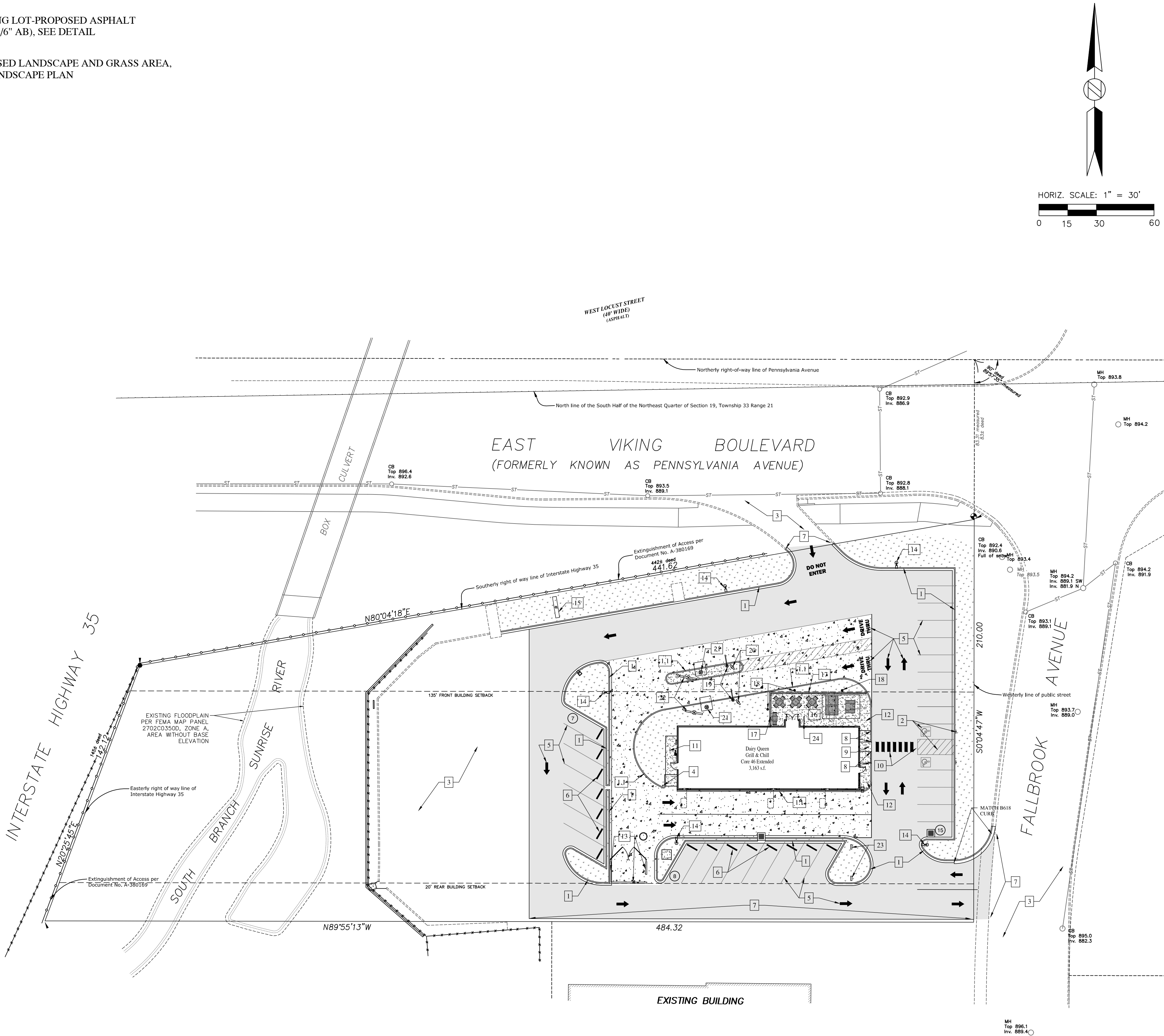
PROPOSED PREVIEW BOARD, SEE ARCHITECTURAL PLANS FOR DETAILS.
- 21

PROPOSED SPEAKER AND LOOP INDICATOR SYSTEM. SEE ARCHITECTURAL PLANS FOR DETAILS.
- 22

PROPOSED DRIVE THRU MENU BOARD, SEE ARCHITECTURAL PLANS FOR DETAILS.
- 23

PROPOSED DO NOT ENTER SIGN, SEE ARCHITECTURAL PLANS FOR DETAILS.
- 24

PROPOSED BICYCLE PARKING AREA TO MEET CITY STANDARDS.



Architect:

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Civil Engineer:

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ENGINEER OF RECORD:  
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Minnesota PE 50973

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PROJECT NUMBER: 22-142

New Ground Up Building:  
**Dairy Queen**

5111 East Viking Blvd.  
Wyoming, MN 55092  
Chisago County

Civil Site  
Plan

C200



GENERAL SITE NOTES:

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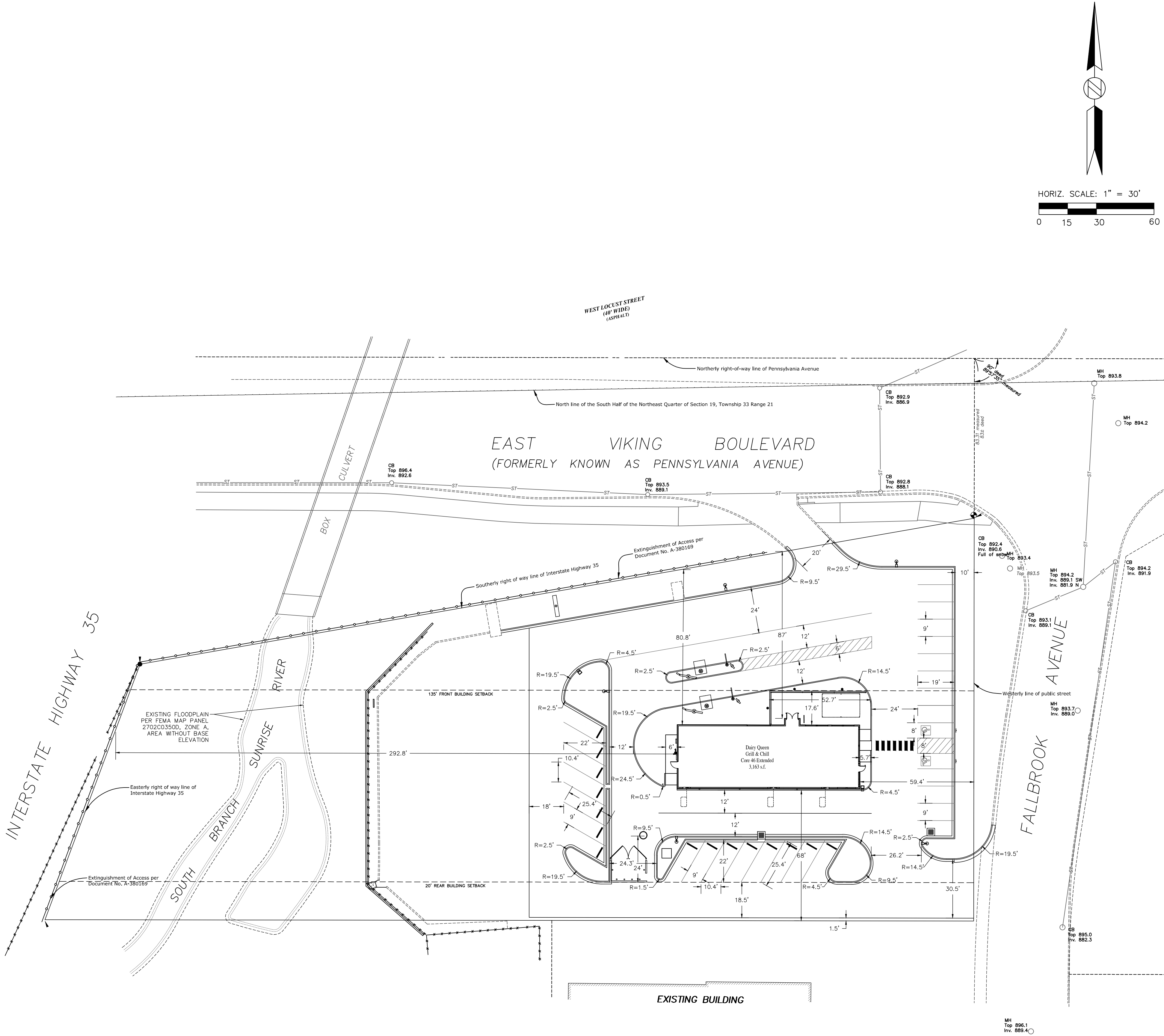
THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AT THE PROJECT SITE BEFORE BEGINNING CONSTRUCTION.

HORIZONTAL CONTROL NOTES

CONTRACTOR SHALL VERIFY ALL DIMENSIONS AT PROJECT SITE PRIOR TO BEGINNING CONSTRUCTION AND NOTIFY THE ENGINEER OF DISCREPANCIES.

ALL DIMENSIONS ARE TO FACE OF CURB/EDGE OF PAVEMENT UNLESS OTHERWISE NOTED.

ALL PARKING LOT CURB RADII ARE DIMENSIONED TO THE BACK OF CURB.



Architect:

**JSO**

JOHN S. ODOM, ARCHITECT  
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E-MAIL: JOHN@JOHNSODOM.COM

Civil Engineer:

**RDC**

REYLING DESIGN & CONSULTING

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Minnesota PE 50973

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PROJECT NUMBER: 22-142

New Ground Up Building:  
**Dairy Queen**

5111 East Viking Blvd.  
Wyoming, MN 55092  
Chicago County

Civil Site Plan  
Horizontal  
Control  
**C201**



GENERAL GRADING AND DRAINAGE NOTES:

CONTRACTOR SHALL COORDINATE WITH THE CITY OF WYOMING REGARDING THE ENTRANCE CURB CUTS. IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO OBTAIN ALL PERMITS FOR THE ENTRANCE CURB CUT RECONSTRUCTION. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR ALL TRAFFIC CONTROL REQUIREMENTS.

CONTRACTOR SHALL VERIFY AND PROVIDE POSITIVE DRAINAGE FROM THE PROPOSED BUILDING TO THE EXISTING PAVEMENT/GROUND TIE-IN POINTS.

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GRADING LEGEND/KEYNOTES:

ALL GRADES ARE PAVEMENT ELEVATIONS UNLESS OTHERWISE NOTED

- XXX.XX MATCH EX.

MATCH EXISTING GRADE
- XXX.XX PV

PROPOSED SPOT GRADE PAVEMENT
- XXX.XX BC

PROPOSED SPOT GRADE AT BACK OF CURB
- XXX.XX SW

PROPOSED SPOT GRADE AT SIDEWALK
- XXX.XX BLD

PROPOSED SPOT GRADE AT BUILDING
- XXX

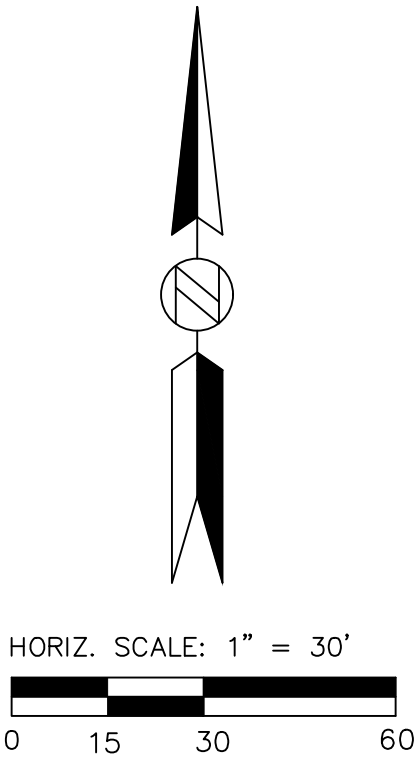
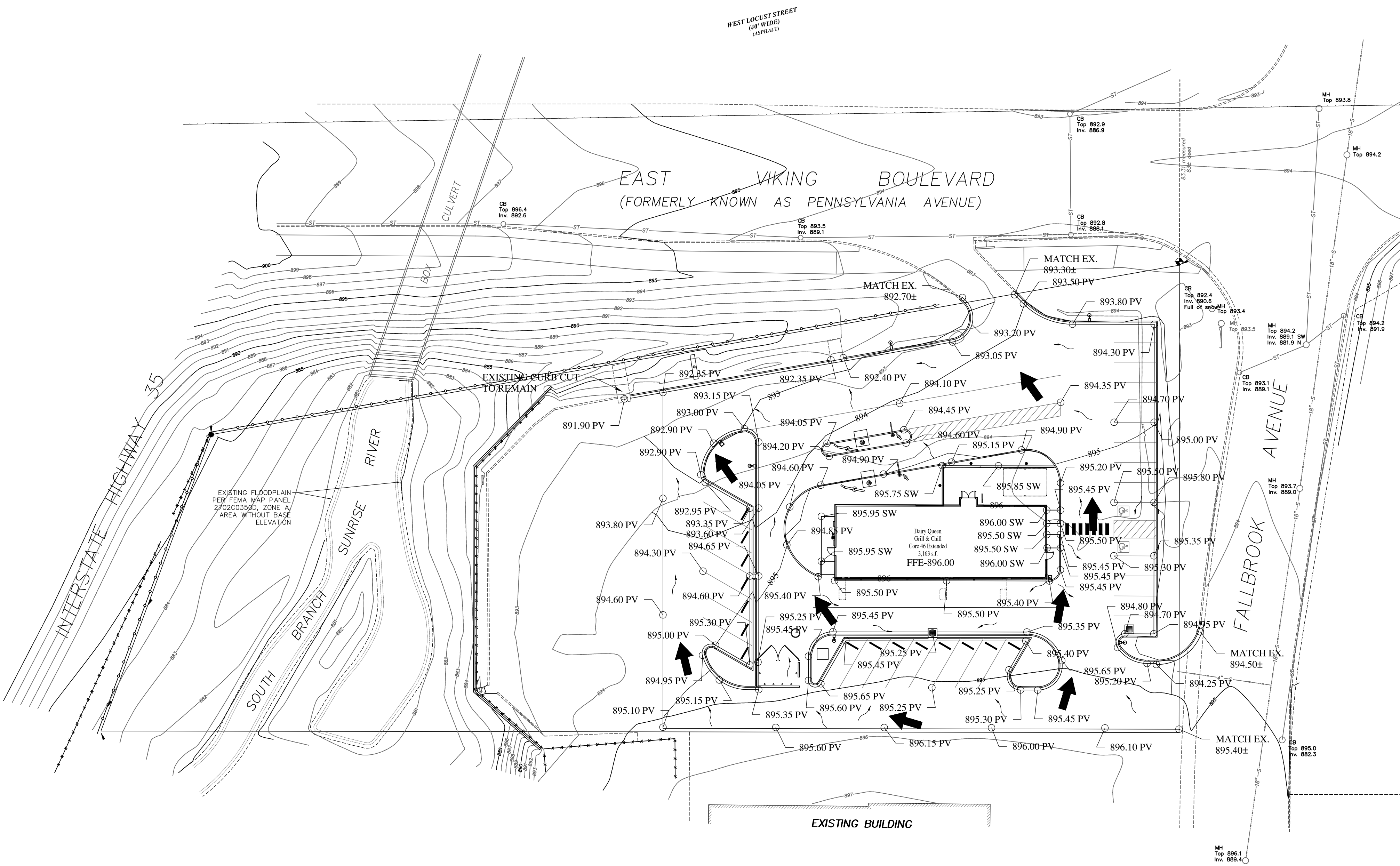
EXISTING 1-FT CONTOUR LINE
- XXX

EXISTING 5-FT CONTOUR LINE
- XXX

PROPOSED 1-FT CONTOUR LINE
- XXX

PROPOSED 5-FT CONTOUR LINE

- DIRECTION OF OVERLAND FLOW PATH.
- DIRECTION OF OVERLAND FLOW PATH DURING FLOOD EVENT.



Architect:

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Civil Engineer:

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reylingdc@gmail.com

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PROJECT NUMBER: 22-142

New Ground Up Building:

Dairy Queen

5111 East Viking Blvd.  
Wyoming, MN 55092  
Chisago County

Grading  
Plan

C300



STORMWATER MANAGEMENT NOTE:

PER THE CITY OF WYOMING REQUIREMENTS THE CONSTRUCTION OF THE PROPOSED DAIRY QUEEN SITE, THE STORMWATER FLOWS FOR THE NEW PROJECT WERE CONSIDERED. THE PROPOSED SITE WILL HAVE LESS IMPERVIOUS AREA THAN THE EXISTING SITE THEREFORE, NO ADDITIONAL ON-SITE DETENTION/RETENTION WILL BE PROVIDED. ALL EXISTING AND PROPOSED STORMWATER DRAINAGE WILL DRAIN INTO THE EXISTING STORM SEWER SYSTEM. BASED BMP'S, AS SHOWN ON THESE PLANS HAVE BEEN PROPOSED.

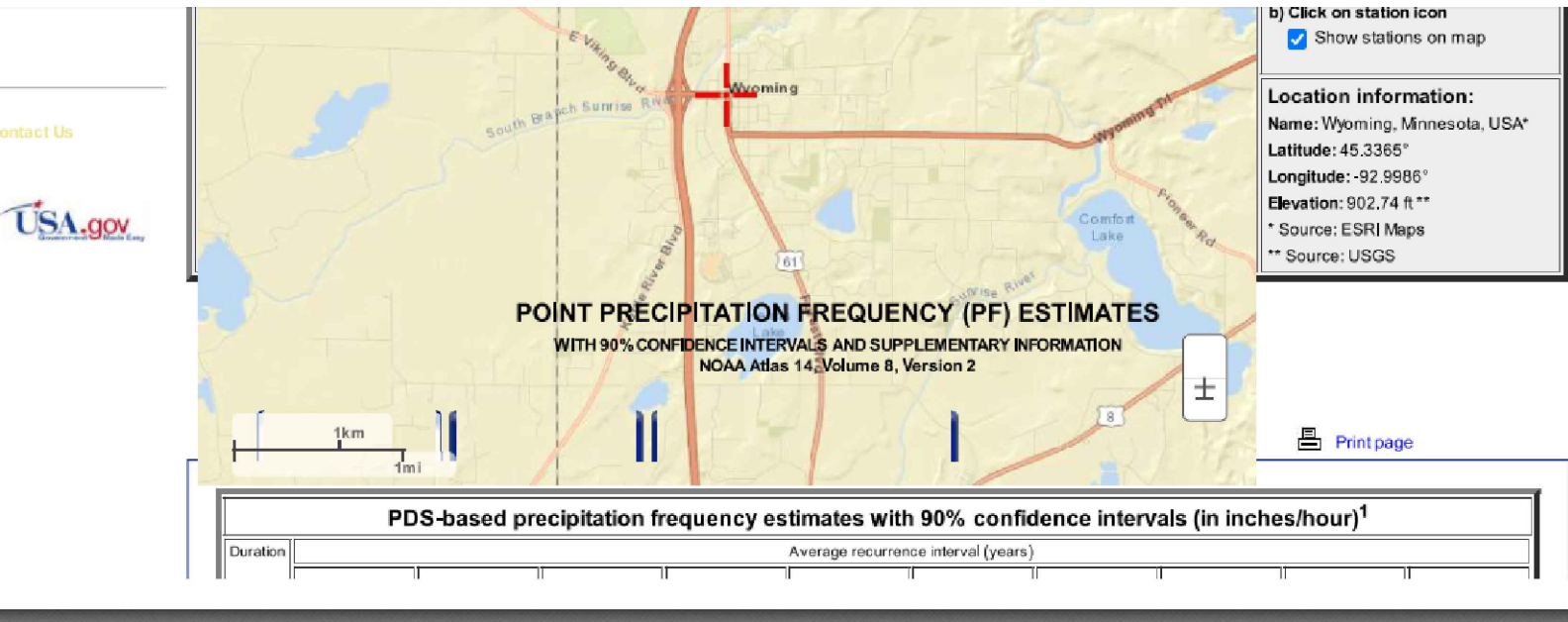
STORM DRAIN KEY NOTES:

- 1
- PROPOSED STORM DRAIN INLET IN PAVEMENT AREAS, STORM DRAIN INLETS SHALL HAVE TRAFFIC RATED CAST IRON FRAME WITH SITE CAST CONCRETE

HYDRAULIC ANALYSIS:

\*\*\*\*\*  
ANALYSIS OPTIONS  
\*\*\*\*\*  
FLOW UNITS ..... CFS  
SUBBASIN HYDROGRAPH METHOD. RATIONAL  
TIME OF CONCENTRATION..... SCS TR-55  
RETURN PERIOD..... 2,10,100 YEARS  
LINK ROUTING METHOD ..... HYDRODYNAMIC  
STORAGE NODE EXFILTRATION.. CONSTANT FLOW  
STARTING DATE ..... JUL-28-2022 00:00:00  
ENDING DATE ..... JUL-28-2022 02:00:00  
REPORT TIME STEP ..... 00:00:10

IDF DATA (2,10,100-YEAR STORM)



CATCHMENT SUMMARY (2-YEAR STORM)

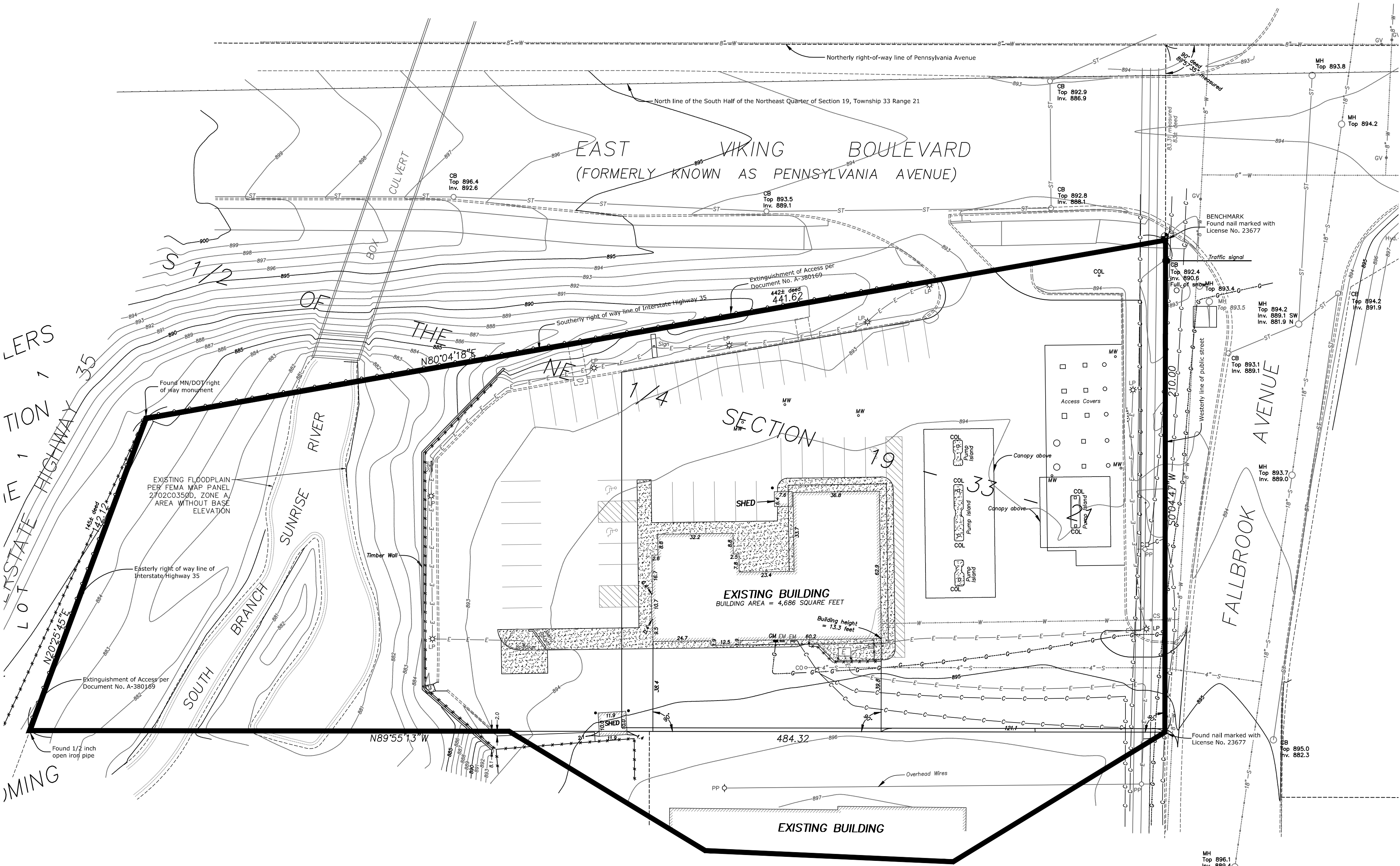
| SN | Element ID           | Area    | Drainage Node ID | Weighted Runoff Coefficient | Accumulated Precipitation | Total Runoff | Peak Runoff | Rainfall Intensity | Time of Concentration |
|----|----------------------|---------|------------------|-----------------------------|---------------------------|--------------|-------------|--------------------|-----------------------|
|    |                      | (acres) |                  |                             | (inches)                  | (inches)     | (cfs)       | (inches/hr)        | (days hh:mm:ss)       |
| 1  | {AREA}.Catchment : 1 | 2.02    | Out-02           | 0.9000                      | 0.71                      | 0.64         | 5.87        | 3.227              | 0 00:13:09            |

CATCHMENT SUMMARY (10-YEAR STORM)

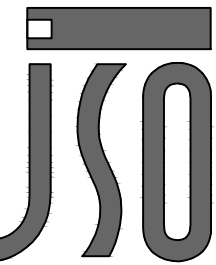
| SN | Element ID           | Area    | Drainage Node ID | Weighted Runoff Coefficient | Accumulated Precipitation | Total Runoff | Peak Runoff | Rainfall Intensity | Time of Concentration |
|----|----------------------|---------|------------------|-----------------------------|---------------------------|--------------|-------------|--------------------|-----------------------|
|    |                      | (acres) |                  |                             | (inches)                  | (inches)     | (cfs)       | (inches/hr)        | (days hh:mm:ss)       |
| 1  | {AREA}.Catchment : 1 | 2.02    | Out-02           | 0.9000                      | 1.03                      | 0.93         | 8.53        | 4.693              | 0 00:13:09            |

CATCHMENT SUMMARY (100-YEAR STORM)

| SN | Element ID           | Area    | Drainage Node ID | Weighted Runoff Coefficient | Accumulated Precipitation | Total Runoff | Peak Runoff | Rainfall Intensity | Time of Concentration |
|----|----------------------|---------|------------------|-----------------------------|---------------------------|--------------|-------------|--------------------|-----------------------|
|    |                      | (acres) |                  |                             | (inches)                  | (inches)     | (cfs)       | (inches/hr)        | (days hh:mm:ss)       |
| 1  | {AREA}.Catchment : 1 | 2.02    | Out-02           | 0.9000                      | 1.54                      | 1.39         | 12.77       | 7.024              | 0 00:13:09            |



Architect:



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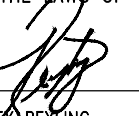
Civil Engineer:



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PROJECT NUMBER: 22-142

New Ground Up Building:  
Dairy Queen

5111 East Viking Blvd.  
Wyoming, MN 55092  
Chicago County

Existing  
Drainage Area  
Plan

C400



PER THE CITY OF WYOMING REQUIREMENTS THE CONSTRUCTION OF THE PROPOSED DAIRY QUEEN SITE, THE STORMWATER FLOWS FOR THE NEW PROJECT WERE CONSIDERED. THE PROPOSED SITE WILL HAVE LESS IMPERVIOUS AREA THAN THE EXISTING SITE. THEREFORE, NO ADDITIONAL ON-SITE DETENTION/RETENTION WILL BE PROVIDED. ALL EXISTING AND PROPOSED STORMWATER DRAINAGE WILL DRAIN INTO THE EXISTING STORM SEWER SYSTEM. BASED BMPS, AS SHOWN ON THESE PLANS HAVE BEEN PROPOSED.

|   |                                                                                                                                   |
|---|-----------------------------------------------------------------------------------------------------------------------------------|
| 1 | PROPOSED STORM DRAIN INLET IN PAVEMENT AREAS, STORM DRAIN INLETS SHALL HAVE TRAFFIC RATED CAST IRON FRAME WITH SITE CAST CONCRETE |
|---|-----------------------------------------------------------------------------------------------------------------------------------|

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*****
ANALYSIS OPTIONS
*****
FLOW UNITS ..... CFS
SUBBASIN HYDROGRAPH METHOD.. RATIONAL
TIME OF CONCENTRATION..... SCS TR-55
RETURN PERIOD..... 2.10,100 YEARS
LINK ROUTING METHOD ..... HYDRODYNAMIC
STORAGE NODE EXFILTRATION.. CONSTANT FLOW
STARTING DATE ..... JUL-28-2022 00:00:00
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REPORT TIME STEP ..... 00:00:10
```

**POINT PRECIPITATION FREQUENCY (PF) ESTIMATES**  
WITH 90% CONFIDENCE INTERVALS AND SUPPLEMENTARY INFORMATION  
NOAA Atlas 14, Volume 2

**Click on station icon**  
☒ Show stations on map

**Location information:**  
 Name: Wyoming, Minnesota, USA  
 Latitude: 45.336°  
 Longitude: -92.988°  
 Elevation: 502.74 ft  
 \* Source: ESR! Maps  
 \*\* Source: USGS

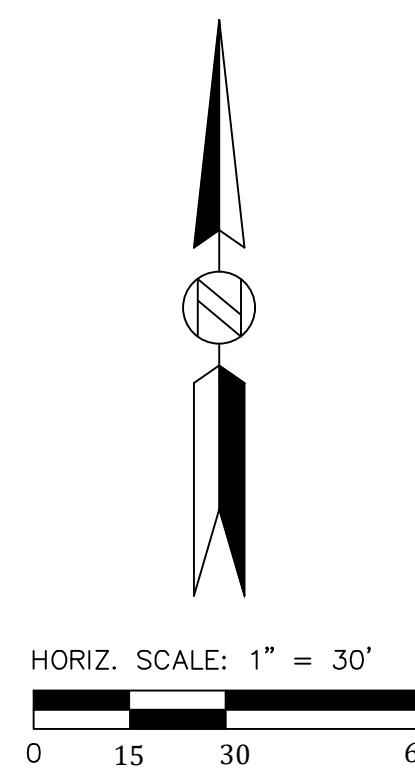
**PDS-based precipitation frequency estimates with 90% confidence intervals (in inches/hour)<sup>1</sup>**

|        | 1                             | 2                             | 5                             | 10                           | 25                          | 50                         | 100                        | 200                        | 500                        | 1000                       |
|--------|-------------------------------|-------------------------------|-------------------------------|------------------------------|-----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| 5-min  | <b>4.31</b><br>(3.36-4.7)     | <b>5.08</b><br>(3.96-6.45)    | <b>6.34</b><br>(4.83-8.42)    | <b>7.38</b><br>(5.71-9.42)   | <b>8.81</b><br>(6.65-11.5)  | <b>9.92</b><br>(7.36-13.1) | <b>11.0</b><br>(7.97-14.7) | <b>12.2</b><br>(8.50-16.7) | <b>13.7</b><br>(9.26-19.1) | <b>14.8</b><br>(9.64-21.2) |
| 10-min | <b>3.16</b><br>(2.48-4.13)    | <b>3.71</b><br>(2.80-4.72)    | <b>4.64</b><br>(3.61-6.00)    | <b>5.40</b><br>(4.14-6.93)   | <b>6.45</b><br>(4.87-8.43)  | <b>7.27</b><br>(5.38-9.98) | <b>8.00</b><br>(5.83-10.9) | <b>8.80</b><br>(6.22-12.2) | <b>10.0</b><br>(6.78-13.7) | <b>10.8</b><br>(7.29-15.3) |
| 15-min | <b>2.56</b><br>(2.00-3.26)    | <b>3.02</b><br>(2.36-3.84)    | <b>3.77</b><br>(2.93-4.89)    | <b>4.39</b><br>(3.40-5.63)   | <b>5.24</b><br>(3.94-6.85)  | <b>5.90</b><br>(4.38-7.78) | <b>6.57</b><br>(4.74-8.82) | <b>7.24</b><br>(5.08-9.92) | <b>8.13</b><br>(5.61-11.4) | <b>8.60</b><br>(5.89-12.3) |
| 30-min | <b>1.81</b><br>(1.40-2.30)    | <b>2.14</b><br>(1.61-2.72)    | <b>2.68</b><br>(2.00-3.42)    | <b>3.13</b><br>(2.40-4.00)   | <b>3.71</b><br>(2.82-4.99)  | <b>4.21</b><br>(3.16-5.56) | <b>4.68</b><br>(3.36-6.29) | <b>5.16</b><br>(3.60-7.07) | <b>5.71</b><br>(3.92-7.80) | <b>6.25</b><br>(4.16-8.83) |
| 60-min | <b>1.17</b><br>(0.910-1.48)   | <b>1.38</b><br>(1.06-1.78)    | <b>1.74</b><br>(1.30-2.22)    | <b>2.05</b><br>(1.50-2.62)   | <b>2.50</b><br>(1.80-3.28)  | <b>2.85</b><br>(2.13-3.78) | <b>3.22</b><br>(2.34-4.35) | <b>3.60</b><br>(2.54-4.90) | <b>4.13</b><br>(2.81-6.09) | <b>4.54</b><br>(3.00-6.43) |
| 1-hr   | <b>0.717</b><br>(0.565-0.92)  | <b>0.847</b><br>(0.668-1.07)  | <b>1.07</b><br>(0.842-1.35)   | <b>1.27</b><br>(0.984-1.61)  | <b>1.56</b><br>(1.20-2.04)  | <b>1.80</b><br>(1.36-2.37) | <b>2.05</b><br>(1.50-2.75) | <b>2.31</b><br>(1.64-3.17) | <b>2.68</b><br>(1.84-3.75) | <b>2.98</b><br>(1.99-4.15) |
| 2-hr   | <b>0.529</b><br>(0.415-0.662) | <b>0.624</b><br>(0.484-0.791) | <b>0.793</b><br>(0.624-0.988) | <b>0.945</b><br>(0.744-1.19) | <b>1.10</b><br>(0.896-1.40) | <b>1.27</b><br>(1.00-1.60) | <b>1.47</b><br>(1.10-1.91) | <b>1.68</b><br>(1.24-2.40) | <b>2.11</b><br>(1.46-2.90) | <b>2.36</b><br>(1.69-3.31) |

| SN | Element              | Area    | Drainage | Weighted    | Accumulated   | Total    | Peak   | Rainfall    | Time            |
|----|----------------------|---------|----------|-------------|---------------|----------|--------|-------------|-----------------|
|    | ID                   |         | Node ID  | Runoff      | Precipitation | Runoff   | Runoff | Intensity   | of              |
|    |                      |         |          | Coefficient |               |          |        |             | Concentration   |
|    |                      | (acres) |          |             | (inches)      | (inches) | (cfs)  | (inches/hr) | (days hh:mm:ss) |
| 1  | {AREA}.Catchment : 1 | 2.02    | Out-02   | 0.8500      | 0.71          | 0.60     | 5.54   | 3.227       | 0 00:13:09      |

| SN | Element ID           | Area    | Drainage Node ID | Weighted Runoff Coefficient | Accumulated Precipitation | Total Runoff | Peak Runoff | Rainfall Intensity | Time of Concentration |
|----|----------------------|---------|------------------|-----------------------------|---------------------------|--------------|-------------|--------------------|-----------------------|
|    |                      | (acres) |                  |                             | (inches)                  | (inches)     | (cfs)       | (inches/hr)        | (days hh:mm:ss)       |
| 1  | {AREA}.Catchment : 1 | 2.02    | Out-02           | 0.8500                      | 1.03                      | 0.88         | 8.06        | 4.693              | 0 00:13:09            |

| SN | Element ID           | Area | Drainage Node ID | Weighted Runoff Coefficient | Accumulated Precipitation | Total Runoff | Peak Runoff | Rainfall Intensity | Time of Concentration |
|----|----------------------|------|------------------|-----------------------------|---------------------------|--------------|-------------|--------------------|-----------------------|
|    |                      |      |                  |                             | (inches)                  | (inches)     | (cfs)       | (inches/hr)        | (days hh:mm:ss)       |
| 1  | {AREA}.Catchment : 1 | 2.02 | Out-02           | 0.8500                      | 1.54                      | 1.31         | 12.06       | 7.024              | 0 00:13:09            |



**Civil Engineer:**

**RDC**

**REYLING DESIGN & CONSULTING**

4516 Boardwalk | Smithton, IL | 62288  
reylingdc@gmail.com

|                               |            |
|-------------------------------|------------|
| ENGINEER OF RECORD:           |            |
| Todd J. Reyling, PE           |            |
| <b>Minnesota PE 50973</b>     |            |
| ISSUED / REVISED              | DATE       |
| ISSUED FOR REVIEW             | 06.29.2022 |
| REVISED PER CITY COMMENTS     | 07.27.2022 |
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| <b>PROJECT NUMBER: 22-142</b> |            |

# Proposed Drainage Area Plan C401



SANITARY SEWER KEY NOTES

- 1

PROPOSED 4" PVC SDR-35 GREASE SANITARY SEWER SERVICE TO BUILDING AT INVERT = 893.00±. SEE PLUMBING PLANS FOR CONNECTION INTO BUILDING.
- 2

PROPOSED 4" PVC SDR-35 SANITARY SEWER SERVICE TO BUILDING AT INVERT = 893.00±. SEE PLUMBING PLANS FOR CONNECTION INTO BUILDING.
- 3

PROPOSED SANITARY SEWER CLEANOUT, SEE DETAIL.
- 4

PROPOSED 18 LF OF 4" PVC SDR-35 GREASE SANITARY SEWER LATERAL AT 2.00%.
- 5

PROPOSED 5 LF OF 4" PVC SDR-35 GREASE SANITARY SEWER LATERAL AT 2.00%.
- 6

PROPOSED GREASE INTERCEPTOR. TOP ELEVATION 895.30. SEE PLUMBING PLANS FOR DETAILS. UPSTREAM INV.-892.54, DOWNSTREAM INV.-892.29
- 7

PROPOSED 18 LF OF 4" PVC SDR-35 SANITARY SEWER LATERAL AT 4.61%.
- 8

PROPOSED 16 LF OF 4" PVC SDR-35 SANITARY SEWER LATERAL AT 2.00%.
- 9

PROPOSED 112 LF OF 4" PVC SDR-35 GREASE SANITARY SEWER LATERAL AT 2.47%.
- 10

CONTRACTOR TO CONNECT PROPOSED 4" PVC SDR-35 SANITARY SEWER SERVICE TO EXISTING SANITARY SEWER AT 889.20±. CONTRACTOR TO COORDINATE WITH SANITARY SEWER DISTRICT FOR SERVICE AND CONNECTION.

WATER KEY NOTES

- 1

PROPOSED 2" DOMESTIC WATER SERVICE STUB INTO BUILDING. SEE PLUMBING PLANS FOR CONNECTION INTO BUILDING.
- 2

PROPOSED 2" DOMESTIC WATER LINE (FLEXIBLE TYPE "K" COPPER) TO BUILDING. MINIMUM BURY DEPTH 7.5' BELOW FINISHED GRADE.
- 3

PROPOSED 2" DOMESTIC WATER METER AND CURB STOP . CONTRACTOR TO COORDINATE INSTALLATION AND SERVICE WITH THE WATER DEPARTMENT.
- 4

PROPOSED 2" DOMESTIC WATER SERVICE TAP. CONTRACTOR TO COORDINATE INSTALLATION OF TAP AND SERVICE WITH THE WATER DEPARTMENT.

DRY UTILITY KEY NOTES

- 1

PROPOSED ELECTRICAL SERVICE STUB TO BUILDING WITH TWO BOLLARDS TO PROTECT METER.
- 2

PROPOSED ELECTRICAL SERVICE FROM BUILDING TO NEW PAD MOUNTED TRANSFORMER. CONTRACTOR TO COORDINATE WITH ELECTRIC COMPANY AND ELECTRICAL ENGINEER FOR SERVICE.
- 3

PROPOSED PAD MOUNTED TRANSFORMER WITH BOLLARDS. CONTRACTOR TO COORDINATE WITH ELECTRIC COMPANY ON LOCATION AND SERVICE.
- 4

PROPOSED ELECTRICAL SERVICE FROM NEW PAD MOUNTED TRANSFORMER TO EXISTING POWER SOURCE. CONTRACTOR TO COORDINATE WITH ELECTRIC COMPANY AND ELECTRICAL ENGINEER FOR SERVICE.
- 5

EXISTING ELECTRICAL SERVICE. CONTRACTOR TO COORDINATE WITH ELECTRIC COMPANY ELECTRICAL ENGINEER FOR CONNECTION AND SERVICE.
- 6

PROPOSED TELEPHONE AND DATA SERVICE STUB TO BUILDING.
- 7

PROPOSED TELEPHONE AND DATA CONNECTION TO EXISTING DATA SOURCE.
- 8

EXISTING TELEPHONE AND DATA SERVICE. CONTRACTOR TO COORDINATE WITH TELECOMMUNICATION COMPANY FOR CONNECTION AND SERVICE.
- 9

PROPOSED GAS SERVICE STUB AND METER TO BUILDING, WITH TWO BOLLARDS TO PROTECT METER. CONTRACTOR TO COORDINATE METER, BOLLARD AND POC LOCATION WITH MEP ENGINEER CONSTRUCTION PLANS.
- 10

PROPOSED GAS SERVICE. CONTRACTOR TO COORDINATE WITH GAS COMPANY AND MEP ENGINEER FOR SERVICE.
- 11

EXSITING GAS SERVICE. CONTRACTOR TO COORDINATE WITH GAS COMPANY AND MEP ENGINEER FOR TAP AND SERVICE.
- 12

PROPOSED SITE LIGHTING, SEE ELECTRICAL SITE LIGHTING PLAN FOR DETAILS.

UTILITY INFORMATION:

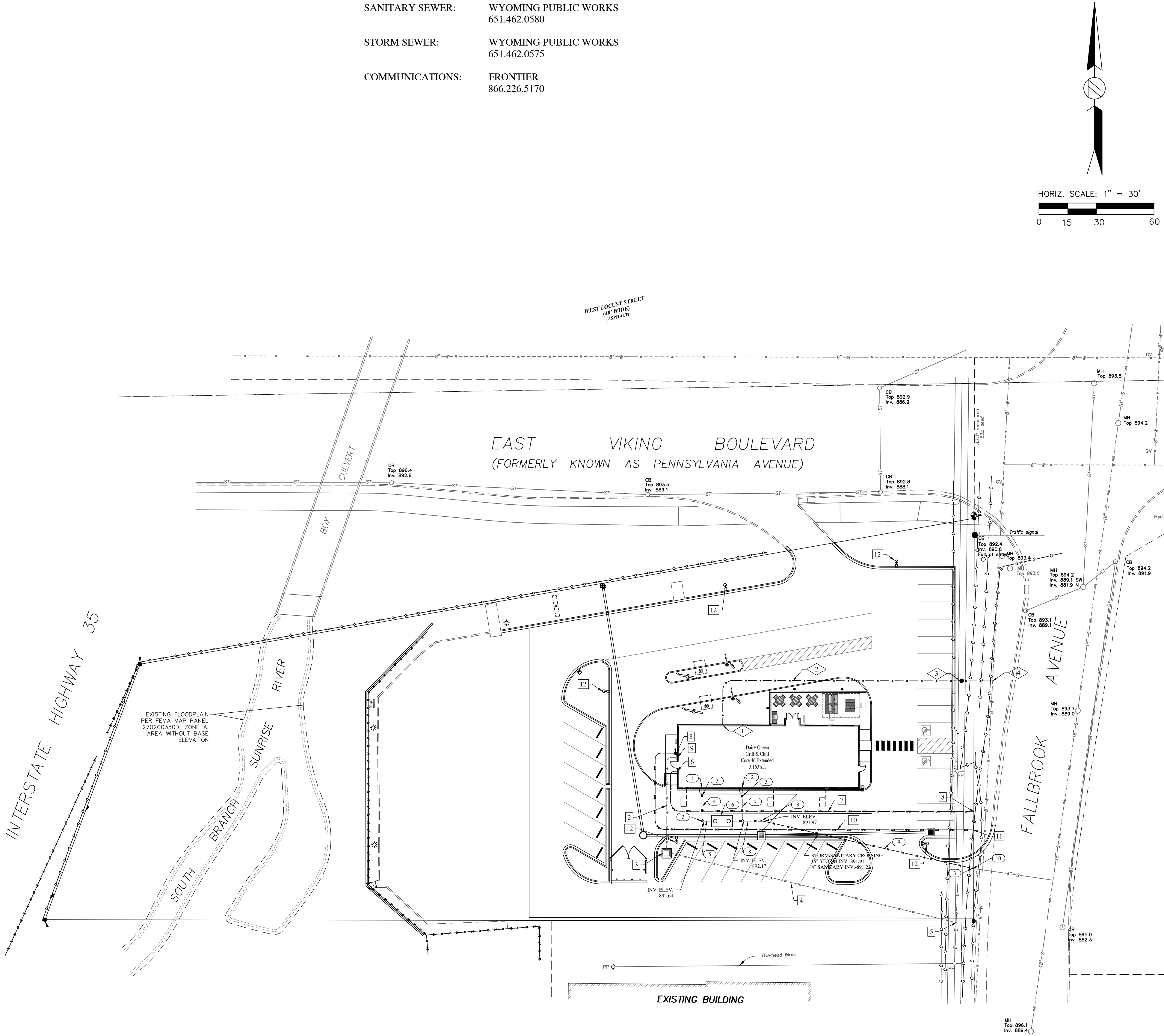
UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE DO NOT NECESSARILY REFLECT THE ACTUAL EXISTENCE, NON-EXISTENCE, SIZE, TYPE, NUMBER, OR LOCATION OF THESE FACILITIES, STRUCTURES, AND UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF ALL UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES, EITHER SHOWN OR NOT SHOWN ON THESE PLANS. THE UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES SHALL BE LOCATED IN THE FIELD PRIOR TO ANY GRADING, EXCAVATION, OR CONSTRUCTION OF IMPROVEMENTS.

NOTES:

ALL BUILDING POC SIZES AND LOCATIONS ARE FOR REFERENCE ONLY. CONTRACTOR TO CONSULT THE MECHANICAL, ELECTRICAL, AND PLUMBING ENGINEER TO CONFIRM EXACT BUILDING SIZES AND LOCATIONS.

UTILITY CONTACTS

|                 |                                      |
|-----------------|--------------------------------------|
| WATER:          | WYOMING PUBLIC WORKS<br>651.462.0580 |
| ELECTRIC:       | XCEL ENERGY<br>800.895.4999          |
| GAS:            | XCEL ENERGY<br>800.895.4999          |
| SANITARY SEWER: | WYOMING PUBLIC WORKS<br>651.462.0580 |
| STORM SEWER:    | WYOMING PUBLIC WORKS<br>651.462.0575 |
| COMMUNICATIONS: | FRONTIER<br>866.226.5170             |



MINNESOTA UTILITY LOCATION SERVICE  
PHONE: 800.252.1166 OR WWW.GOPHERSTATEONECALL.ORG

Architect:



Civil Engineer:



4516 Boardwalk | Smithton, IL | 62285  
reylingdc@gmail.com

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

SIGNATURE:   
NAME: TODD JEFFREY REYLING  
DATE: 07.27.2022 LICENSE NUMBER: 50973

|                                                                  |            |
|------------------------------------------------------------------|------------|
| ENGINEER OF RECORD:<br>Todd J. Reyling, PE<br>Minnesota PE 50973 |            |
| ISSUED / REVISED                                                 | DATE       |
| ISSUED FOR REVIEW                                                | 06.29.2022 |
| REVISED PER CITY COMMENTS                                        | 07.27.2022 |
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|                                                                  |            |

PROJECT NUMBER: 22-142

New Ground Up Building:  
**Dairy Queen**  
  
5111 East Viking Blvd.  
Wyoming, MN 55092  
Chicago County

Site Utility  
Plan

C500



SEDIMENT AND EROSION CONTROL NOTES:

ALL SEDIMENT AND EROSION CONTROL PRACTICES SHALL BE IN COMPLIANCE WITH CITY OF WYOMING, MN. AND THE MINNESOTA POLLUTION CONTROL AGENCY.

APPROVAL OF THIS EROSION AND SEDIMENTATION CONTROL (ESC) PLAN DOES NOT CONSTITUTE AN APPROVAL OF PERMANENT ROAD OR DRAINAGE DESIGN.

THE IMPLEMENTATION OF THESE ESC PLANS AND THE CONSTRUCTION, MAINTENANCE, REPLACEMENT, AND UPGRADING OF THESE ESC FACILITIES IS THE RESPONSIBILITY OF THE CONTRACTOR/ESC RESPONSIBLE PARTY UNTIL ALL CONSTRUCTION IS APPROVED. THE CONTRACTOR IS ALSO RESPONSIBLE FOR ALL EROSION AND SEDIMENT CONTROL PERMITTING.

THE BOUNDARIES OF THE CLEARING LIMITS SHOWN ON THIS PLAN SHALL BE CLEARLY FLAGGED BY SURVEY TAPE OR FENCING, PRIOR TO CONSTRUCTION. DURING THE CONSTRUCTION PERIOD, NO DISTURBANCE BEYOND THE CLEARING LIMITS SHALL BE PERMITTED. THE CLEARING LIMITS SHALL BE MAINTAINED BY THE CONTRACTOR/ESC RESPONSIBLE PARTY FOR THE DURATION OF THE CONSTRUCTION.

THE STABILIZED CONSTRUCTION ENTRANCE SHALL BE INSTALLED AT THE BEGINNING OF CONSTRUCTION AND MAINTAINED THROUGHOUT THE DURATION OF THE PROJECT. ADDITIONAL MEASURES, SUCH AS CONSTRUCTED WHEEL WASH SYSTEMS OR WASH PADS, MAY BE REQUIRED TO ENSURE THAT ALL PAVED AREAS ARE KEPT CLEAN AND THAT TRACK OUT TO ROAD RIGHT OF WAY DOES NOT OCCUR FOR THE DURATION OF THE PROJECT.

THE ESC FACILITIES SHOWN ON THIS PLAN MUST BE CONSTRUCTED PRIOR TO OR IN CONJUNCTION WITH ALL CLEARING AND GRADING SO AS TO ENSURE THAT THE TRANSPORT OF SEDIMENT TO SURFACE WATERS, DRAINAGE SYSTEMS, AND ADJACENT PROPERTIES IS MINIMIZED.

THE ESC FACILITIES SHOWN ON THIS PLAN ARE THE MINIMUM REQUIREMENTS FOR ANTICIPATED CONSTRUCTION ACTIVITIES. DURING THE CONSTRUCTION PERIOD, THESE ESC FACILITIES SHALL BE UPGRADED AS NEEDED FOR UNEXPECTED STORM EVENTS AND MODIFIED TO ACCOUNT FOR CHANGING SITE CONDITIONS.

THE ESC FACILITIES SHALL BE INSPECTED DAILY BY THE CONTRACTOR/ESC RESPONSIBLE PARTY AND MAINTAINED TO ENSURE CONTINUED PROPER FUNCTIONING. WRITTEN RECORDS SHALL BE KEPT OF WEEKLY REVIEW OF THE ESC FACILITIES.

ANY AREAS OF EXPOSED SOILS, INCLUDING ROADWAY EMBANKMENTS, THAT WILL NOT BE DISTURBED FOR TWO DAYS DURING WET SEASON OR SEVEN DAYS THE DRY SEASON SHALL BE IMMEDIATELY STABILIZED WITH THE APPROVED ESC COVER METHODS (SEEDING, MULCHING, ETC.)

ANY AREA NEEDING ESC MEASURES, NOT REQUIRING IMMEDIATE ATTENTION SHALL BE ADDRESSED WITHIN SEVEN DAYS.

THE ESC FACILITIES ON INACTIVE SITES SHALL BE INSPECTED AND MAINTAINED A MINIMUM OF ONCE A MONTH OR WITHIN 24 HOURS FOLLOWING A STORM EVENT.

ANY PERMANENT RETENTION/DETENTION FACILITY USED AS A TEMPORARY SETTLING BASIN SHALL BE MODIFIED WITH THE NECESSARY EROSION CONTROL MEASURES AND SHALL PROVIDE ADEQUATE STORAGE CAPACITY. IF THE PERMANENT FACILITY IS TO FUNCTION ULTIMATELY AS AN INFILTRATION SYSTEM, THE TEMPORARY FACILITY MUST BE ROUGH GRADED SO THAT THE BOTTOM AND SIDES ARE AT LEAST THREE FEET ABOVE THE FINAL GRADE OF THE PERMANENT FACILITY.

PRIOR TO THE BEGINNING OF THE WET SEASON, ALL DISTURBED AREAS SHALL BE REVIEWED TO IDENTIFY WHICH ONES CAN BE SEEDED IN PREPARATION FOR THE WINTER WEATHER. DISTURBED AREAS SHALL BE SEEDED WITHIN ONE WEEK OF THE BEGINNING OF THE WET SEASON. A SKETCH MAP OF THOSE AREAS TO BE SEEDED AND THOSE AREAS TO REMAIN UNCOVERED SHALL BE SUBMITTED TO THE ESC INSPECTOR FOR REVIEW.

EROSION CONTROL BLANKETS, SOIL BINDERS, OR HYDROSEEDING SHALL BE USED TO PREVENT SOIL EROSION. AREAS THAT ARE EXPOSED FOR 14 DAYS OR MORE ARE INACTIVE AND MUST BE COVERED. ALL OTHER AREAS SHALL BE PROTECTED AS REQUIRED TO PREVENT SOIL EROSION.

STREET SWEEPING NOTE:

CONTRACTOR SHALL SWEEP/REMOVE ALL SEDIMENT AND DEBRIS WITHIN THE ROADWAY AT THE END OF EACH DAY

LAND DISTURBANCE NOTE:

THE TOTAL SITE DISTURBANCE FOR THIS DEVELOPMENT IS 0.98 ACRES. THIS IS LESS THAN ONE (1.00) ACRE, THEREFORE A NOTICE OF INTENT (NOI), LAND DISTURBANCE PERMIT WILL NOT BE REQUIRED. THE CONTRACTOR WILL STILL BE REQUIRED TO PROVIDE AND MEET THE EROSION AND SEDIMENT CONTROL MEASURES PER THE MINNESOTA POLLUTION CONTROL AGENCY AND THE CITY OF WYOMING, MN.

EROSION AND SEDIMENT CONTROL BASIC PRACTICES:

PRESERVE AND PROTECT AREAS OF NATURAL VEGETATION. AREAS TO BE PRESERVED SHALL BE PROTECTED WITH SILT FENCING TO PREVENT DAMAGE FROM CONSTRUCTION OPERATIONS.

TAKE SPECIAL PRECAUTIONS TO PREVENT DAMAGE THAT COULD RESULT FROM DEVELOPMENT ACTIVITIES NEAR WATERCOURSES, LAKES, AND WETLANDS.

MINIMIZE THE EXTENT AND DURATION OF THE DEVELOPMENT AREA EXPOSED AT ONE TIME.

APPLY TEMPORARY EROSION CONTROL PRACTICES AS SOON AS POSSIBLE TO STABILIZE EXPOSED SOILS AND PREVENT ON-SITE DAMAGE.

INSTALL SEDIMENT BASINS OR TRAPS, FILTER BARRIERS, DIVERSIONS, AND PERIMETER CONTROL MEASURES PRIOR TO SITE CLEARING AND GRADING TO PROTECT THE DISTURBED AREA FROM OFF-SITE AND ON-SITE RUNOFF AND TO PREVENT SEDIMENT TRANSPORT TO AREAS DOWNSTREAM OF THE DEVELOPMENT SITE.

KEEP RUNOFF VELOCITIES LOW, AND RETAIN RUNOFF ON SITE AS MUCH AS POSSIBLE.

PROVIDE MEASURES TO PREVENT SEDIMENT FROM BEING TRACKED ONTO PUBLIC OR PRIVATE ROADWAYS.

IMPLEMENT FINAL GRADING AND INSTALL PERMANENT VEGETATION ON DISTURBED AREAS AS SOON AS POSSIBLE.

SITE AND BEST MANAGEMENT PRACTICE (BMPs) INSPECTIONS MUST BE COMPLETED WEEKLY, OR AFTER EACH STORM EVENT RESULTING IN MORE THAN 0.5 INCH OF RAINFALL. THE PURPOSE OF THE INSPECTIONS IS TO ASSESS AND DETERMINE WHETHER THE SOIL EROSION AND SEDIMENT CONTROL MEASURES IDENTIFIED IN THE EROSION CONTROL PLAN ARE OPERATING PROPERLY AND EFFECTIVELY, AND TO INITIATE MAINTENANCE AS NEEDED. INSPECTIONS SHOULD INCLUDE A VISUAL OBSERVATION OF ALL DISTURBED AREAS OF THE REGULATED DEVELOPMENT, MATERIAL STORAGE AREAS, SEDIMENT AND EROSION CONTROL MEASURES, LOCATIONS WHERE VEHICLES ENTER AND EXIT THE SITE, AND ACCESSIBLE DISCHARGE POINTS/OUTFALLS.

INSPECTIONS SHOULD BE COMPLETED AND CONDUCTED BY QUALIFIED INSPECTORS WHO ARE FAMILIAR WITH THE EROSION CONTROL PLAN AND THE BMPs IMPLEMENTED AT THE SITE. IN GENERAL, IF INSPECTIONS INDICATE THAT A BMP IS NOT OPERATING PROPERLY, IT IS RECOMMENDED THAT MAINTENANCE AND MODIFICATION OF THE BMP BE PERFORMED AS SOON AS POSSIBLE AND BEFORE THE NEXT STORM EVENT WHENEVER PRACTICABLE AND NO LATER THAN SEVEN (7) CALENDAR DAYS FROM THE INSPECTION DATE, TO ENSURE ITS CONTINUED EFFECTIVENESS. MINIMUM MAINTENANCE STANDARDS FOR EACH SPECIFIC BMP ARE INCLUDED IN THE EROSION CONTROL PLAN.

THE REGULATED DEVELOPMENT MUST KEEP A COPY OF THE EROSION CONTROL PLAN ON SITE AT ALL TIMES DURING CONSTRUCTION AND MAKE THE PLAN AVAILABLE FOR REVIEW BY A FIELD REPRESENTATIVE UPON REQUEST.

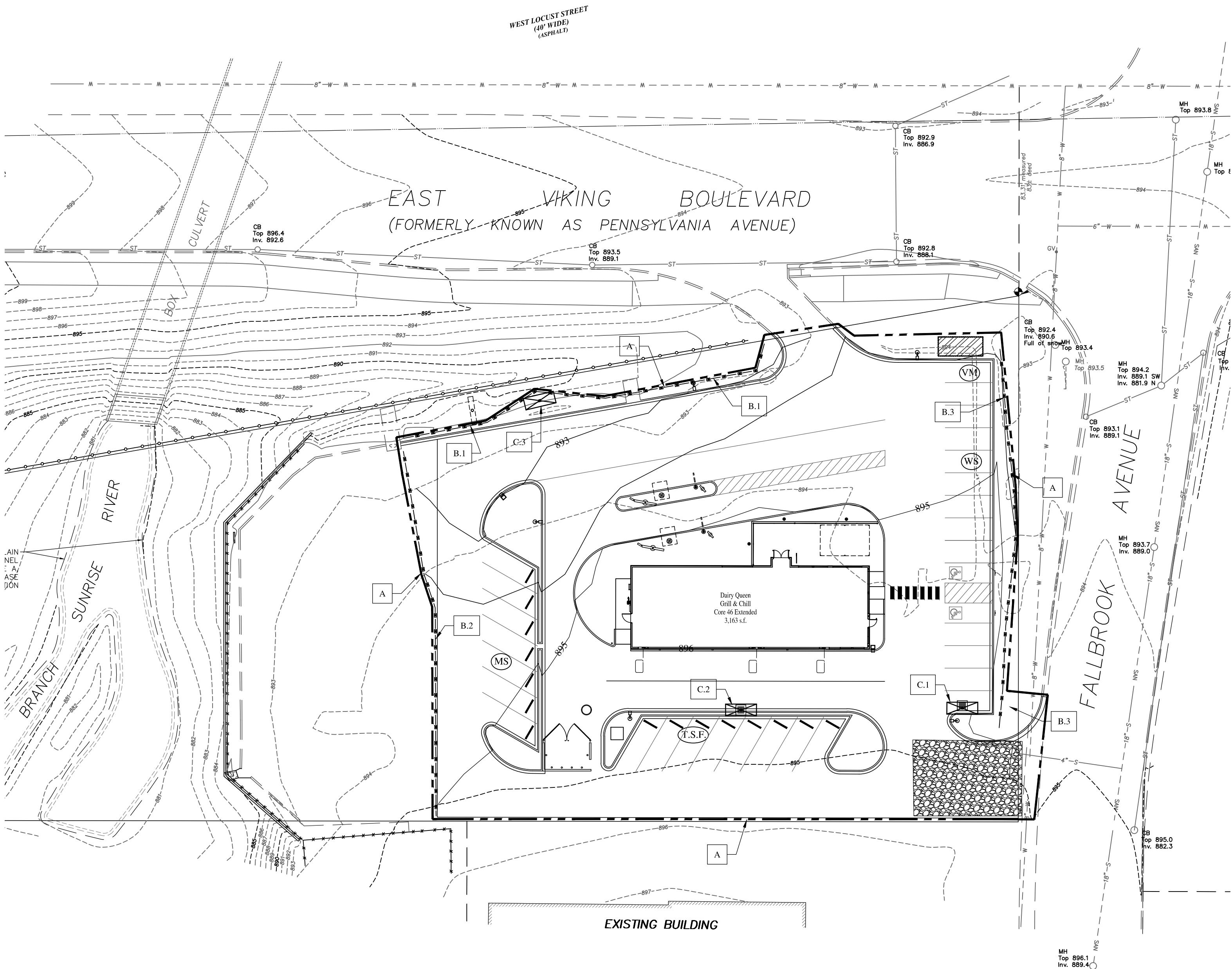
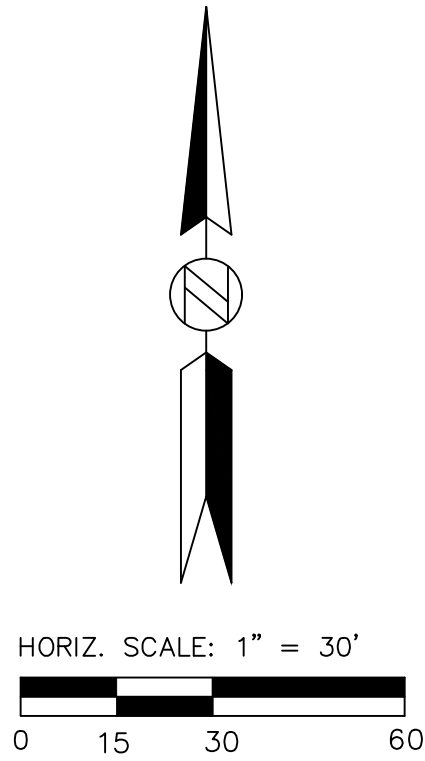
EROSION AND SEDIMENTATION CONTROL  
RECOMMENDED CONSTRUCTION SEQUENCE:

- CONTRACTOR TO CONDUCT A PRE-CONSTRUCTION MEETING.
- CONTRACTOR TO POST A SIGN WITH NAME AND PHONE NUMBER OF ESC RESPONSIBLE PARTY.
- CONTRACTOR TO FLAG AND FENCE CLEARING LIMITS.
- INSTALL CATCH BASIN PROTECTION, IF REQUIRED.
- GRADE AND INSTALL CONSTRUCTION ENTRANCE(S).
- CONTRACTOR TO INSTALL PERIMETER BARRIER, SILT FENCE, ETC.
- CONSTRUCT SEDIMENT PONDS AND TRAPS, IF REQUIRED.
- GRADE AND STABILIZE CONSTRUCTION ROADS.
- CONSTRUCT SURFACE WATER CONTROLS (INTERCEPTOR DIKES, PIPE SLOPE DRAINS, ETC.) SIMULTANEOUSLY WITH CLEARING AND GRADING FOR PROJECT DEVELOPMENT.
- MAINTAIN EROSION CONTROL MEASURES IN ACCORDANCE WITH APPLICABLE STANDARDS AND MANUFACTURER RECOMMENDATIONS.
- RELOCATED EROSION CONTROL MEASURES OR INSTALL NEW MEASURES AS SITE CONDITIONS CHANGE TO ENSURE THE SEDIMENT AND EROSION CONTROL IS ALWAYS IN ACCORDANCE WITH APPLICABLE STANDARDS.
- COVER ALL AREAS THAT WILL NOT BE WORKED ON FOR MORE THAN SEVEN DAYS DURING THE DRY SEASON OR TWO DAYS DURING THE WET SEASON WITH STRAW, WOOD FIBER MULCH, COMPOST OR EQUIVALENT.
- STABILIZE ALL AREAS THAT REACH FINAL GRADE WITHIN SEVEN DAYS.
- SEED OR SOD ANY AREAS THAT WILL NOT BE WORKED ON FOR MORE THAN 30 DAYS.
- UPON COMPLETION OF THE PROJECT, ALL DISTURBED AREAS MUST BE STABILIZED AND BMPs REMOVED IF APPROPRIATE.

EROSION AND SEDIMENT CONTROL KEY NOTES:

- A LIMITS OF CONSTRUCTION
- B.X PERIMETER EROSION BARRIER SILT FENCE
- C.X PAVEMENT INLET/PIPE SEDIMENT PROTECTION

- TEMPORARY CONSTRUCTION SANITARY FACILITIES
- STAGING AREA FOR VEHICLE AND EQUIPMENT CLEANING, FUELING, AND MAINTENANCE
- STAGING AREA FOR MATERIAL DELIVERY AND STORAGE
- WASTE STORAGE AREA
- TEMPORARY CONCRETE WASHOUT AREA
- STABILIZED CONSTRUCTION ENTRANCE



Architect:

**JSO**

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BALLWIN, MISSOURI 63011  
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Civil Engineer:

**RDC**

REYLING DESIGN & CONSULTING

4516 Boardwalk | Smithton, IL | 62285  
reylingdc@gmail.com

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

SIGNATURE: *[Signature]*  
NAME: TODD JEFFREY REYLING  
DATE: 07.27.2022 LICENSE NUMBER: 50973

|                                                                  |            |
|------------------------------------------------------------------|------------|
| ENGINEER OF RECORD:<br>Todd J. Reyling, PE<br>Minnesota PE 50973 |            |
| ISSUED / REVISED                                                 | DATE       |
| ISSUED FOR REVIEW                                                | 06.29.2022 |
| REVISED PER CITY COMMENTS                                        | 07.27.2022 |
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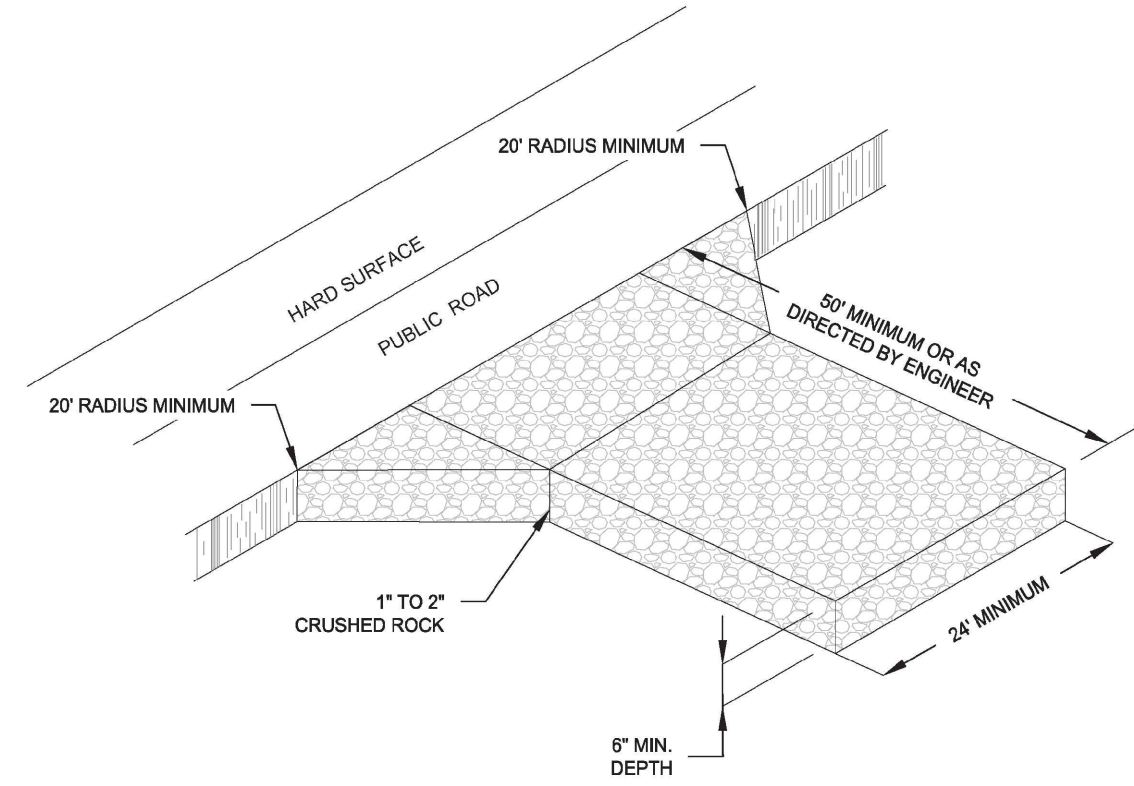
PROJECT NUMBER: 22-142

New Ground Up Building:  
**Dairy Queen**

5111 East Viking Blvd.  
Wyoming, MN 55092  
Chisago County

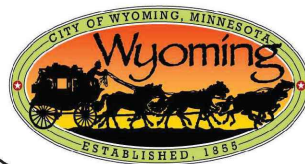
Sediment and  
Erosion Control  
Plan  
**C600**





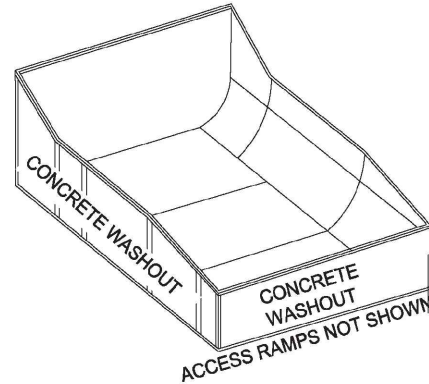
**NOTES:**

1. CRUSHED CONCRETE IS NOT ALLOWED.
2. GEOTEXTILE FABRIC REQUIRED UNDERNEATH COARSE AGGREGATE.
3. MAINTENANCE IS INCIDENTAL.
4. INCLUDED UNDER "STABILIZED CONSTRUCTION EXIT".



ROCK CONSTRUCTION  
EXIT

| Special Details  |         |
|------------------|---------|
| Date: 03-01-10   | WY-EC-1 |
| Revised: 02-2021 |         |



**MINIMUM SIZE:**  
12'Lx8'Wx2'H OR A MINIMUM  
VOLUME OF 7.1 CUBIC YARDS.

## MAINTENANCE

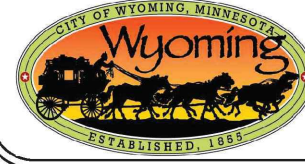
1. CONTAINER MUST BE MONITORED ON A WEEKLY BASIS AND CONDITION NOTED ON EROSION & SEDIMENT CONTROL INSPECTION REPORT.
2. CONCRETE MUST BE REMOVED ONCE THE CONTAINER IS 1/2 FULL. CONCRETE MUST BE DISPOSED OF PROPERLY.

### CONTAINER SPECIFICATIONS

1. CONTAINER MUST BE CLEARLY LABELED "CONCRETE WASHOUT AREA"
2. CONTAINER MUST BE PLACED IN AN EASILY ACCESSIBLE AND UNSIGHTLY LOCATION
3. THE CONTAINER MUST BE PORTABLE AND WATER TIGHT.
4. THE CONTAINER MAY HAVE ACCESS RAMPS.
5. THE CONTAINER MUST HAVE A MINIMUM HOLDING CAPACITY OF 10 CUBIC YARDS OF WASHED CONCRETE.

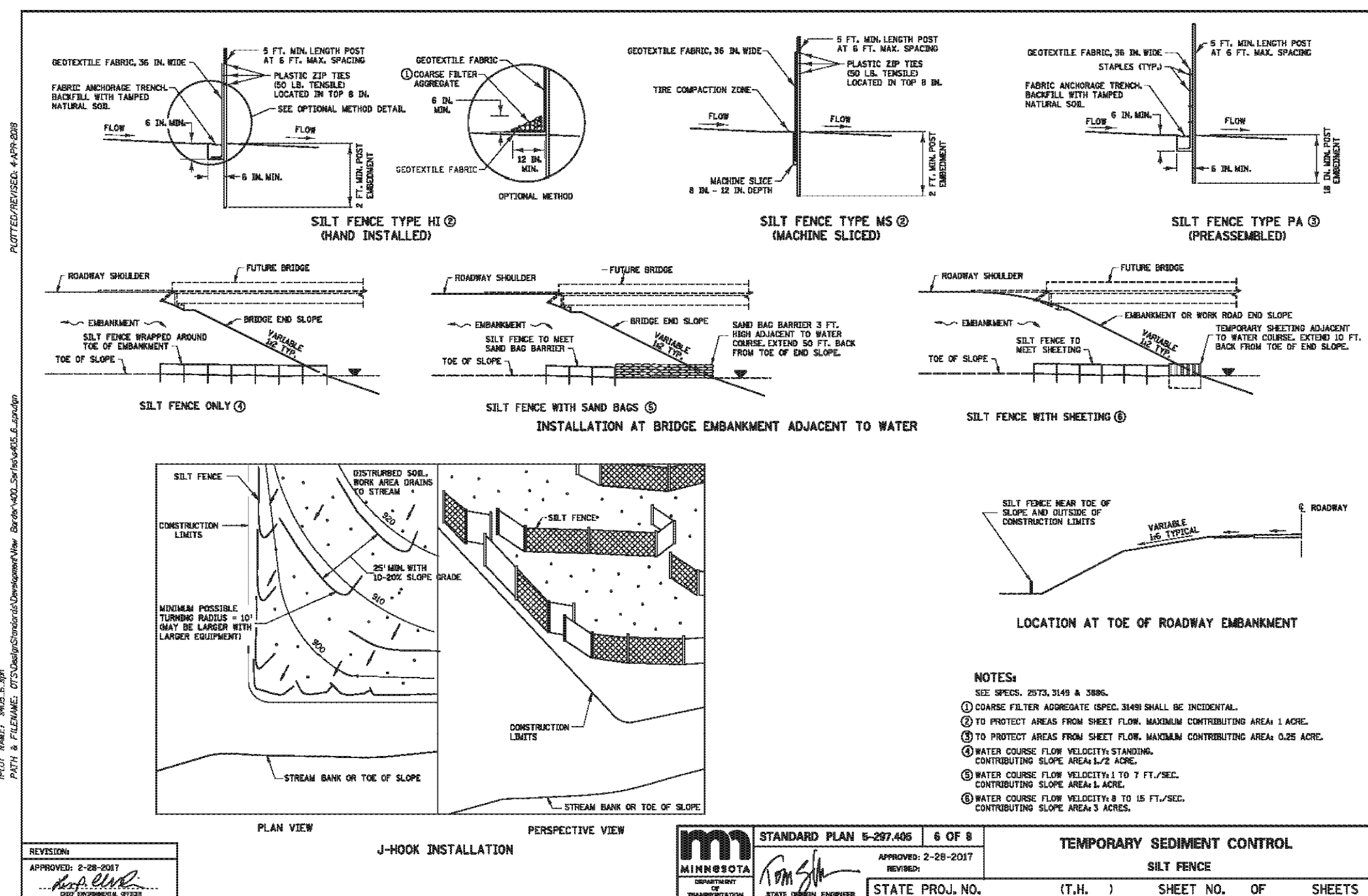
NOTES:

1. NO DIRECT PAYMENT WILL BE MADE FOR CONCRETE WASHOUT



## CONCRETE WASHOUT DETAIL

| Special Details  |          |
|------------------|----------|
| Date: 04-30-18   | WY-EC-11 |
| Revised: 02-2021 |          |



PLOTTED/REVISED: 4 APR 2018

```

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REVISIONS

APPROVED: 2-28-2007

*[Signature]*

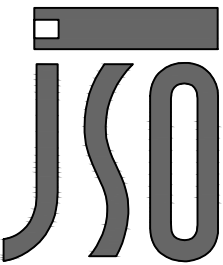
CHIEF ENGINEERING OFFICER

5-297.405 6 OF 8  
 APPROVED: 2-28-2017  
 REVISOR: 1  
 STATE PROJ. NO.

| TEMPORARY SEDIMENT CONTROL |           |    |
|----------------------------|-----------|----|
| SILT FENCE                 |           |    |
| (T.H. )                    | SHEET NO. | OF |

SEDIMENT CONTROL  
SILT FENCE

**Architect:**



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**Civil Engineer:**



4516 Boardwalk | Smithton, IL | 62285  
reylingdc@gmail.com

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SIGNATURE

NAME: TODD JEFFREY REYLLING

DATE: 07.27.2022 LICENSE NUMBER: 50973

ENGINEER OF RECORD:

Todd J. Reyling, PE

Minnesota PE 50973

| ISSUED / REVISED          | DATE       |
|---------------------------|------------|
| ISSUED FOR REVIEW         | 06.29.2022 |
| REVISED PER CITY COMMENTS | 07.27.2022 |

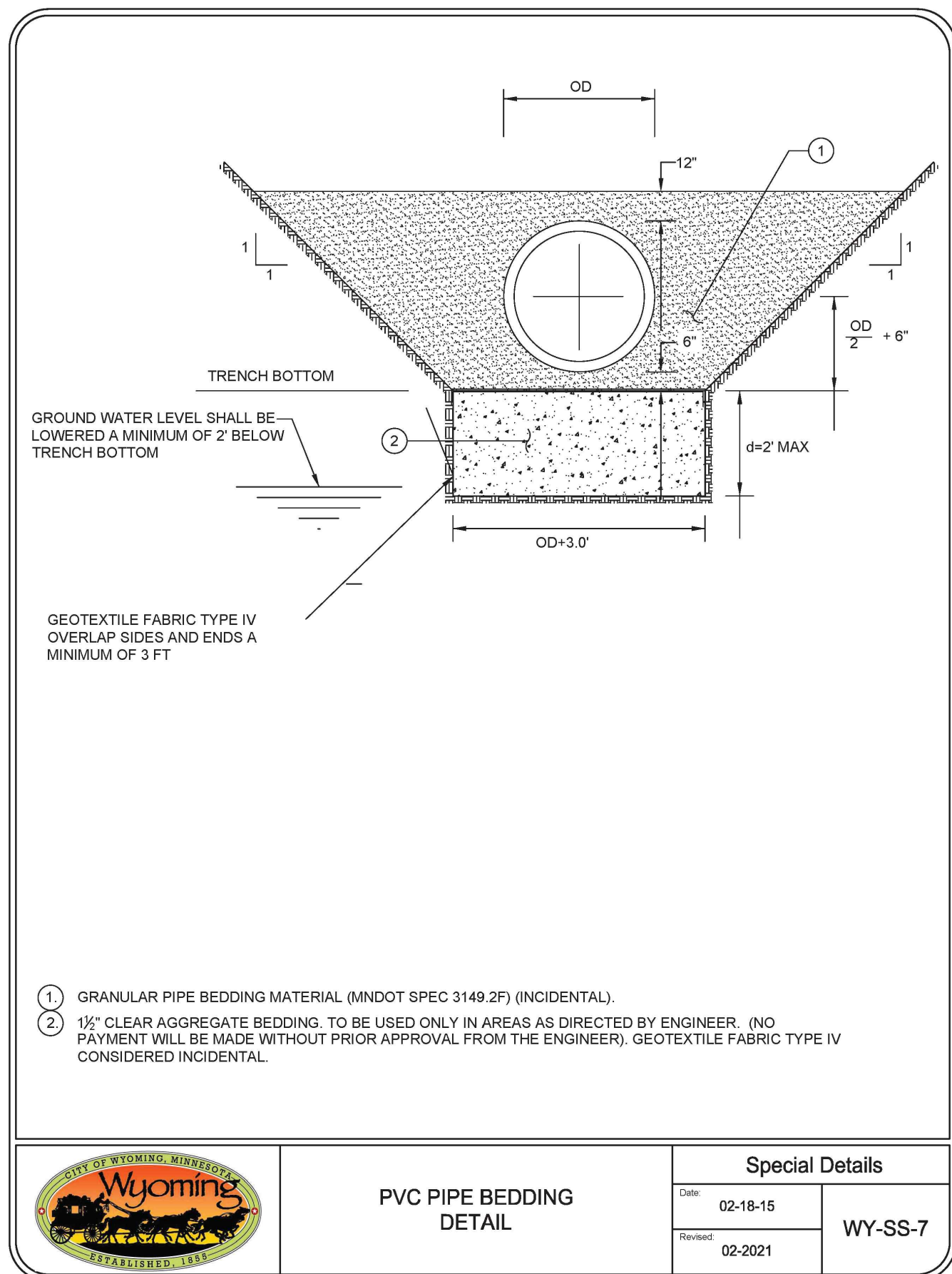
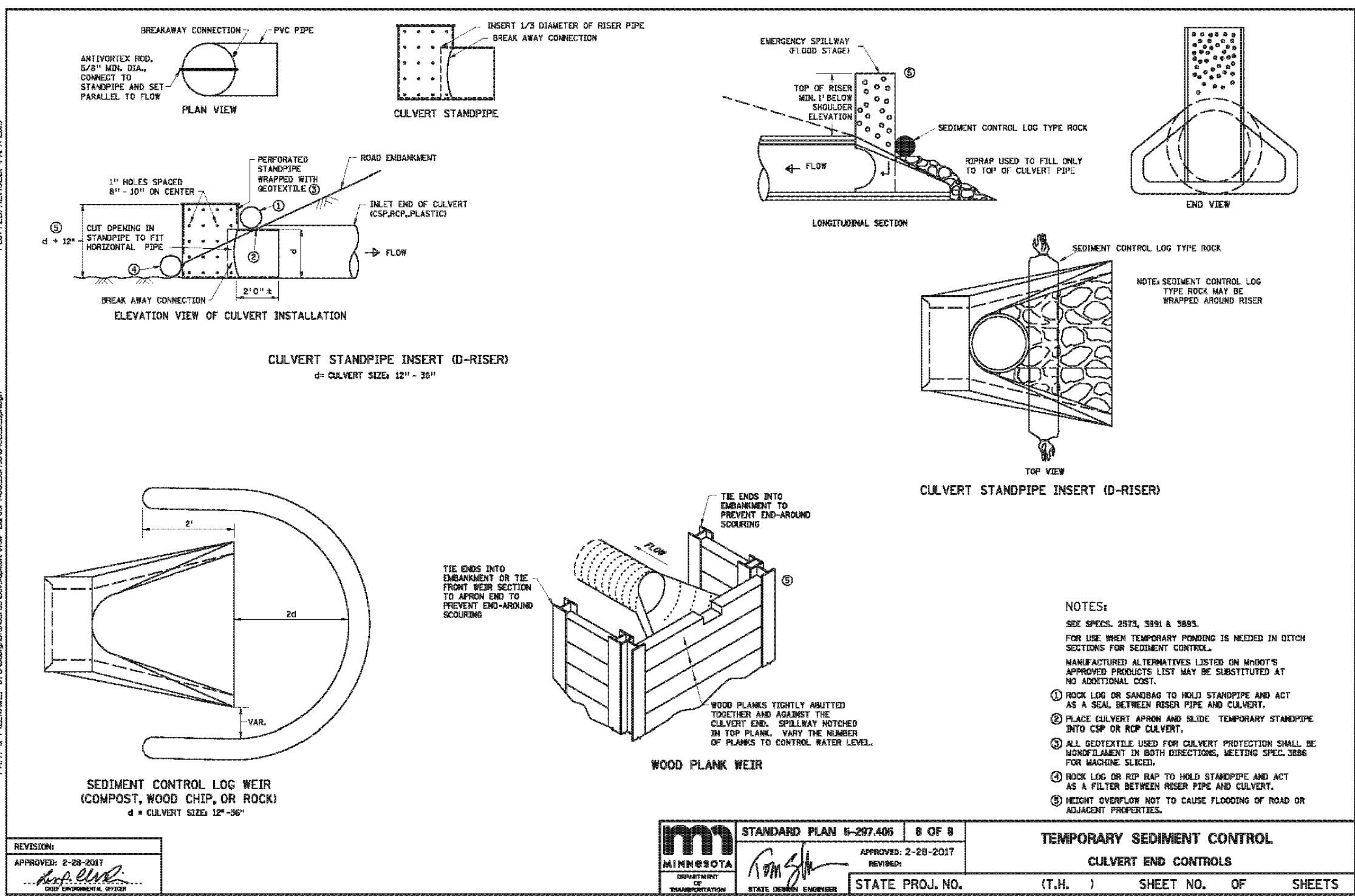
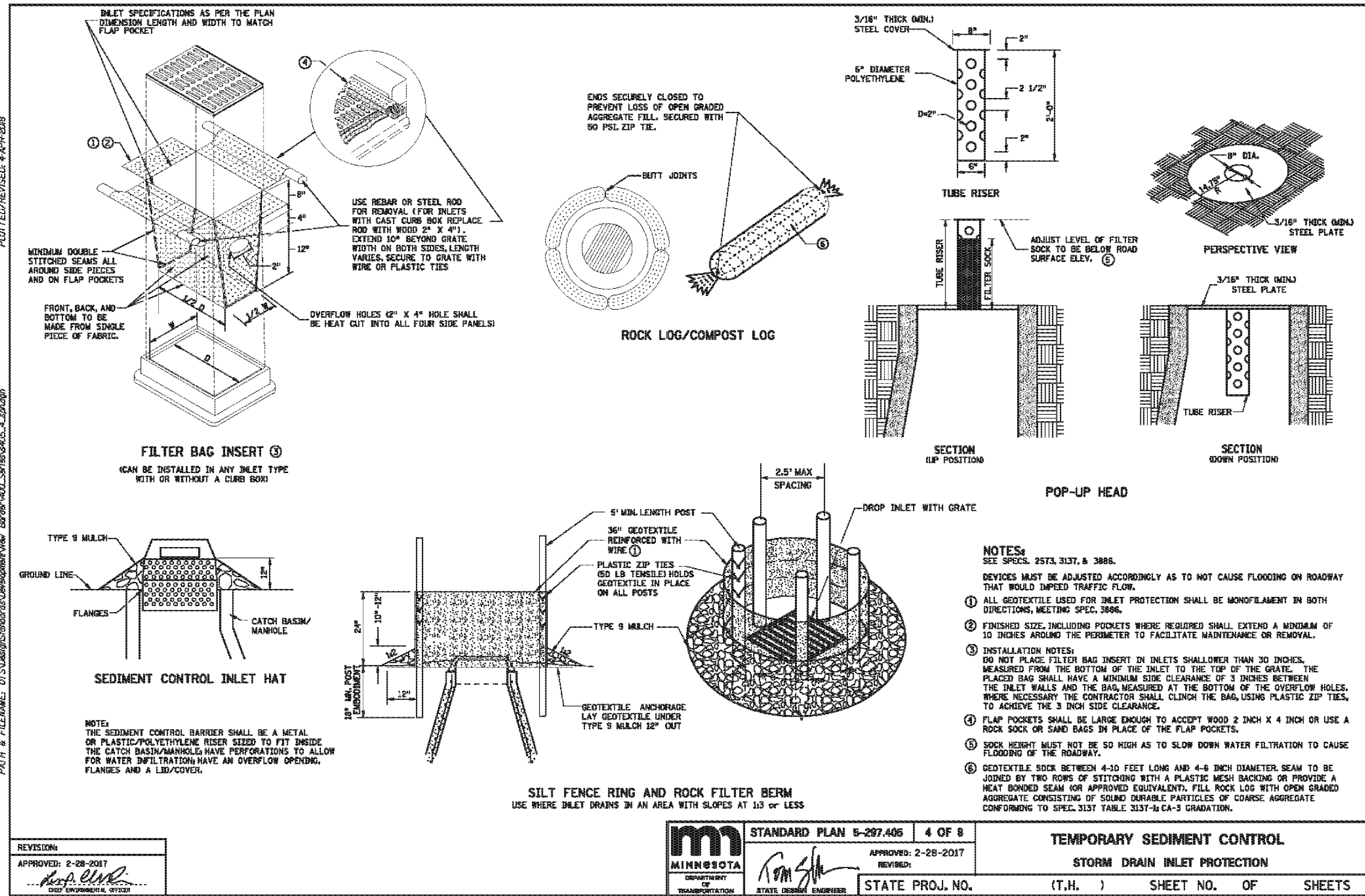
PROJECT NUMBER: 22-142

New Ground Up Building:  
**Dairy Queen**

55111 East Viking Blvd.  
Wyoming, MN 55092  
Chisago County

# Construction Details C700





RIPRAP  
DETAIL

THICKNESS

03-16-20

WY-SD-6

Special Details

DATE

03-01-10

TABLE OF QUANTITIES

RCP AT OUTLETS

| SPAN<br>ROUND<br>PIPE<br>(IN) | RIPRAP AT RCP OUTLETS          |                                             | CLASS III<br>D <sub>90</sub> = 15" |                                           | CLASS IV<br>D <sub>90</sub> = 15" |                                            | CLASS V<br>D <sub>90</sub> = 15" |  |
|-------------------------------|--------------------------------|---------------------------------------------|------------------------------------|-------------------------------------------|-----------------------------------|--------------------------------------------|----------------------------------|--|
|                               | 15' DEPTH<br>RIPRAP<br>(CU YD) | 7.5' DEPTH<br>GRANULAR<br>FILTER<br>(CU YD) | 18' DEPTH<br>RIPRAP<br>(CU YD)     | 9' DEPTH<br>GRANULAR<br>FILTER<br>(CU YD) | 24' DEPTH<br>RIPRAP<br>(CU YD)    | 12' DEPTH<br>GRANULAR<br>FILTER<br>(CU YD) |                                  |  |
| 12                            | 2.1                            | 1.1                                         | 2.6                                | 1.3                                       | 3.4                               | 1.7                                        |                                  |  |
| 15                            | 2.9                            | 1.4                                         | 3.5                                | 1.7                                       | 4.6                               | 2.3                                        |                                  |  |
| 18                            | 3.6                            | 1.8                                         | 4.4                                | 2.2                                       | 5.8                               | 2.9                                        |                                  |  |
| 21                            | 4.6                            | 2.3                                         | 5.6                                | 2.8                                       | 7.4                               | 3.7                                        |                                  |  |
| 24                            | 5.8                            | 2.9                                         | 6.9                                | 3.5                                       | 9.2                               | 4.6                                        |                                  |  |
| 27                            | 6.9                            | 3.4                                         | 8.3                                | 4.1                                       | 11.0                              | 5.5                                        |                                  |  |
| 30                            | 8.3                            | 4.1                                         | 9.9                                | 5.0                                       | 13.2                              | 6.6                                        |                                  |  |
| 36                            | 11.0                           | 5.5                                         | 13.2                               | 6.6                                       | 17.6                              | 8.8                                        |                                  |  |
| 42                            | 13.6                           | 6.8                                         | 16.4                               | 8.2                                       | 21.8                              | 10.9                                       |                                  |  |
| 48                            | 16.8                           | 8.4                                         | 20.1                               | 10.1                                      | 26.8                              | 13.4                                       |                                  |  |
| 54                            | 19.8                           | 9.9                                         | 23.7                               | 11.9                                      | 31.6                              | 15.8                                       |                                  |  |
| 60                            | 23.0                           | 11.5                                        | 27.6                               | 13.8                                      | 36.8                              | 18.4                                       |                                  |  |
| 66                            | 27.0                           | 13.5                                        | 32.4                               | 16.2                                      | 43.2                              | 21.6                                       |                                  |  |
| 72                            | 31.1                           | 15.6                                        | 37.4                               | 18.7                                      | 49.8                              | 24.9                                       |                                  |  |
| 84                            | 40.0                           | 20.0                                        | 48.0                               | 24.0                                      | 64.0                              | 32.0                                       |                                  |  |
| 90                            | 45.5                           | 22.8                                        | 54.6                               | 27.3                                      | 72.8                              | 36.4                                       |                                  |  |

NOTES:

1. FOR PIPES GREATER THAN OR EQUAL TO 48", USE 2.0'
2. THE FABRIC SHOULD COVER THE AREA OF THE RIPRAP AND EXTEND UNDER THE CULVERT APPROX 3 FEET.
3. GROUT REQUIRED ON 24" & GREATER DIA. PIPE OR AS DIRECTED BY ENGINEER
4. RIPRAP TYPE SHALL BE FIELD STONE
5. REQUIREMENTS FOR RIPRAP SIZE, THICKNESS, WILL BE DESIGNATED IN PLANS.

Architect:  
**JO**  
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WWW.JOHNSODOM.COM  
E-MAIL: JOHN@JOHNSODOM.COM

Civil Engineer:  
**RDC**  
REYLING DESIGN & CONSULTING  
4516 Boardwalk | Smithton, IL | 62285  
reylingdc@gmail.com

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SIGNATURE: *Todd J. Reyling*  
NAME: TODD J. REYLING  
DATE: 07.27.2022 LICENSE NUMBER: 50973

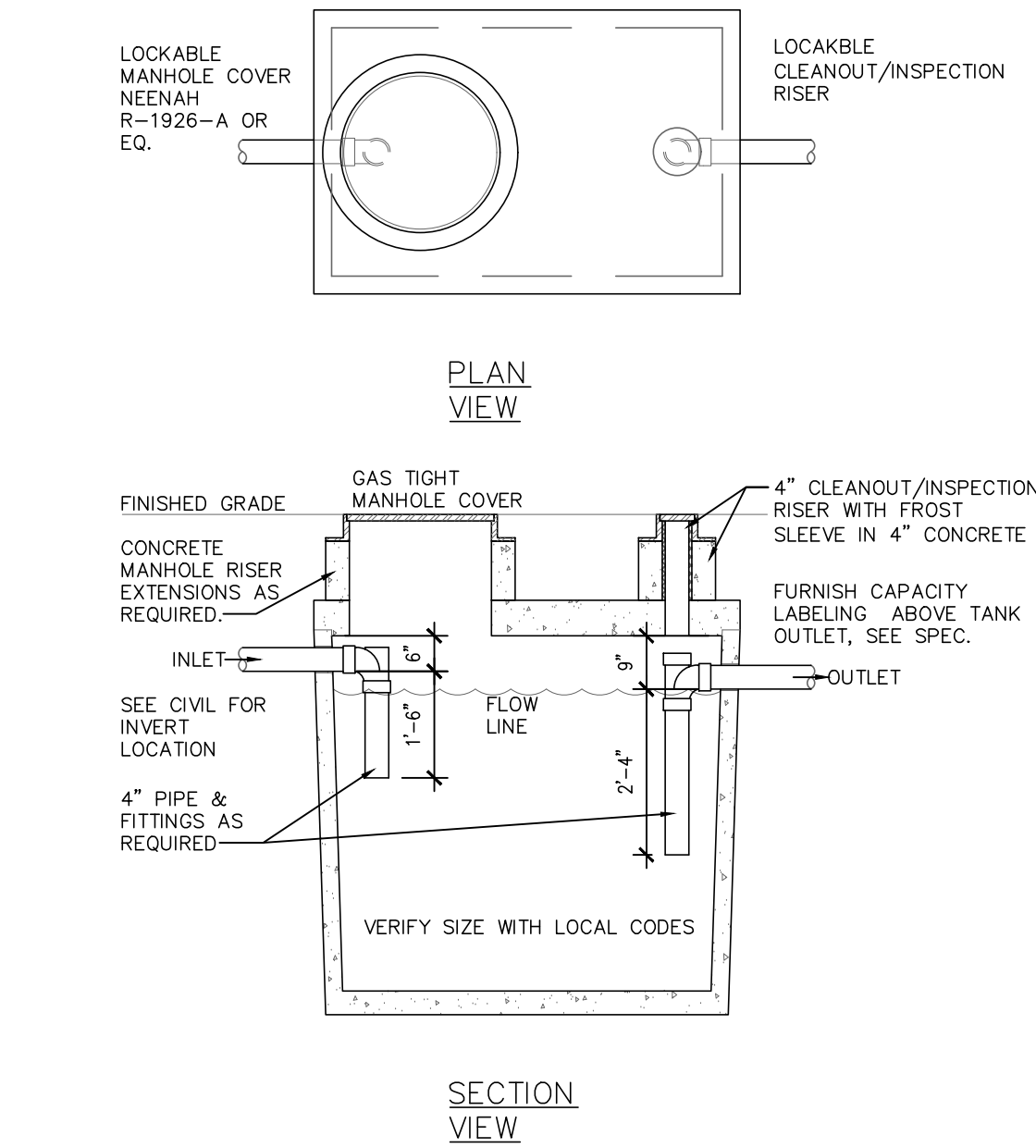
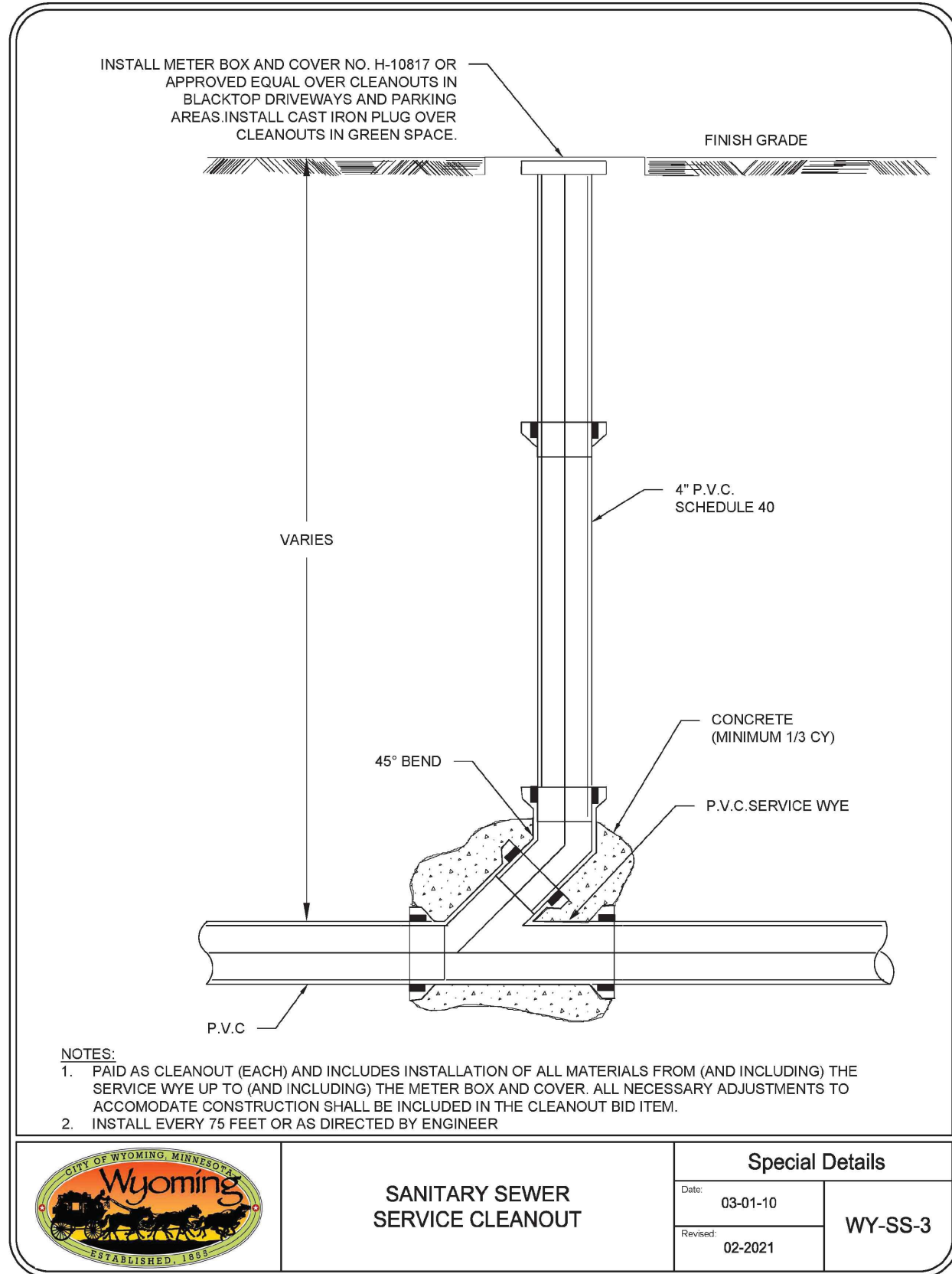
ENGINEER OF RECORD:  
Todd J. Reyling, PE  
Minnesota PE 50973  
ISSUED / REVISED DATE  
ISSUED FOR REVIEW 06.29.2022  
REVISED PER CITY COMMENTS 07.27.2022

PROJECT NUMBER: 22-142

New Ground Up Building:  
**Dairy Queen**  
5111 East Viking Blvd.  
Wyoming, MN 55092  
Chisago County

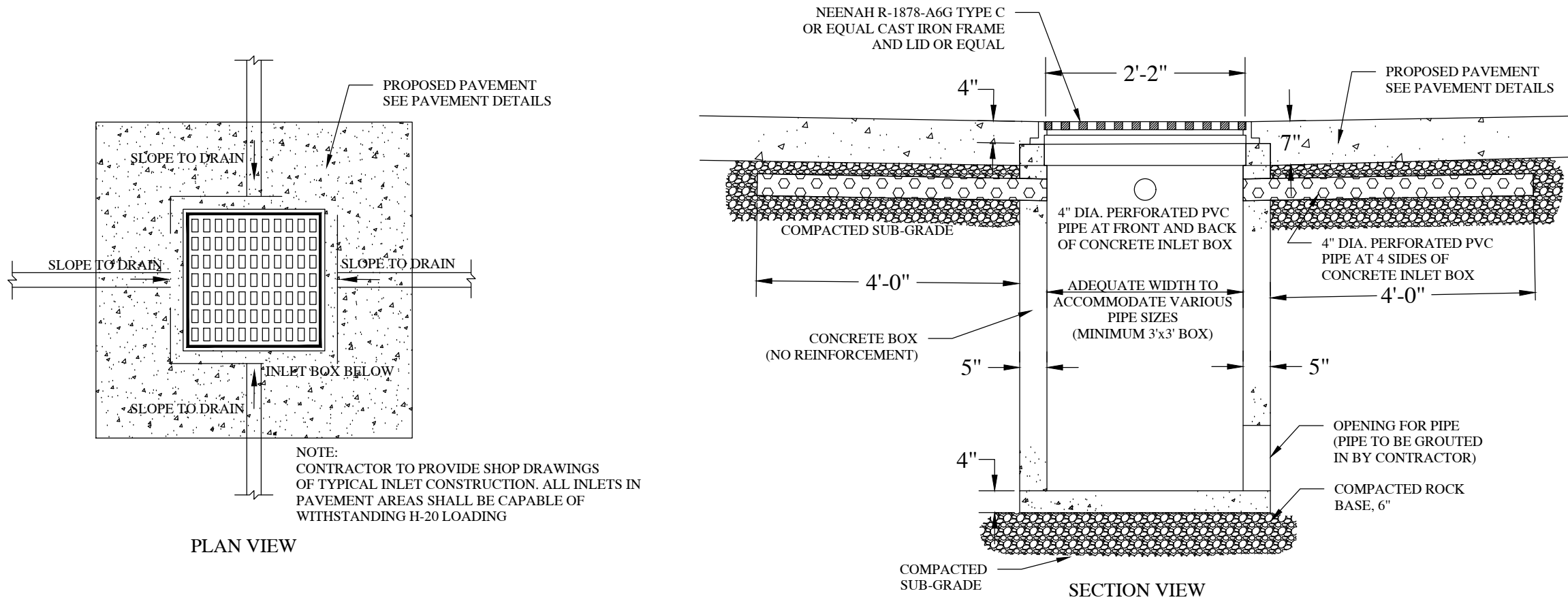
Construction  
Details  
**C701**



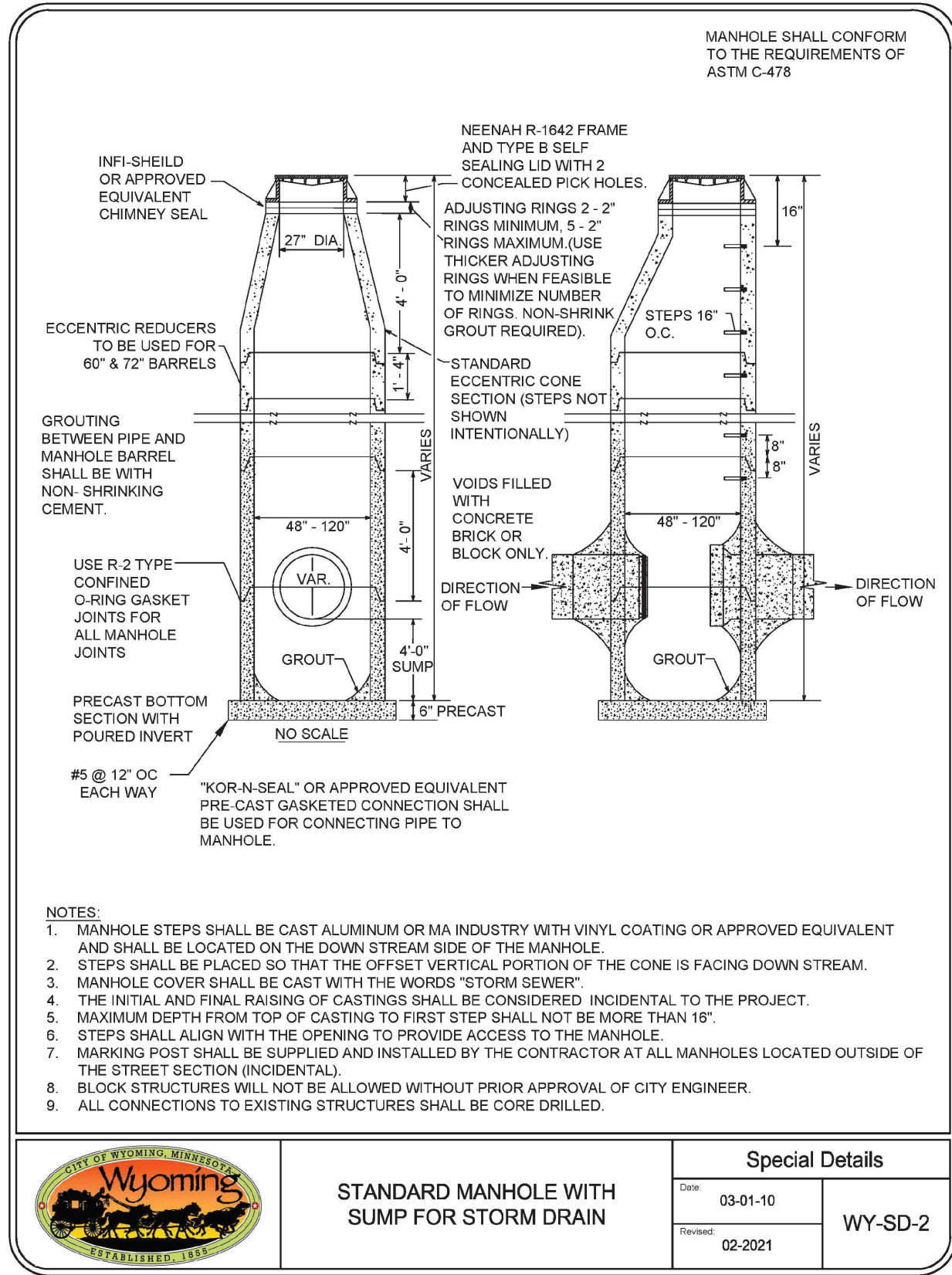


- GREASE TRAP REQUIRED MAINTENANCE:**
1. REMOVE COVER
  2. REMOVE GREASE FROM TOP OF SEPARATION CHAMBER.
  3. REMOVE ANY SOLIDS FROM BOTTOM OF CHAMBER.
  4. INSPECT INTERCEPTOR AND CLEAN IF NECESSARY.
  5. MAKE CERTAIN ALL PASSAGES INCLUDING RELIEF ARE CLEAR OF OBSTRUCTIONS.
  6. CHECK INTEGRITY OF BAFFLES AND MAKE SURE THEY ARE IN PLACE.
  7. REPLACE COVER.
  8. TIGHTEN COVER HOLD DOWN BOLTS, SCREWS OR LATCHES.
  9. CLEAN GREASE TRAP WEEKLY, IF GREASE TRAP IS MORE THAN 50% FULL, INCREASE FREQUENCY OF CLEANING.
  10. KEEP A MAINTENANCE LOG LISTING THE FREQUENCY OF CLEANING AND VOLUME OF GREASE.

GREASE INTERCEPTOR DETAIL  
NOT TO SCALE



PAVEMENT INLET DETAIL  
NOT TO SCALE



STANDARD MANHOLE WITH  
SUMP FOR STORM DRAIN  
Date: 03-01-10  
Revised: 02-2021  
Special Details  
WY-SD-2

Architect:  
**JSD**  
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Civil Engineer:  
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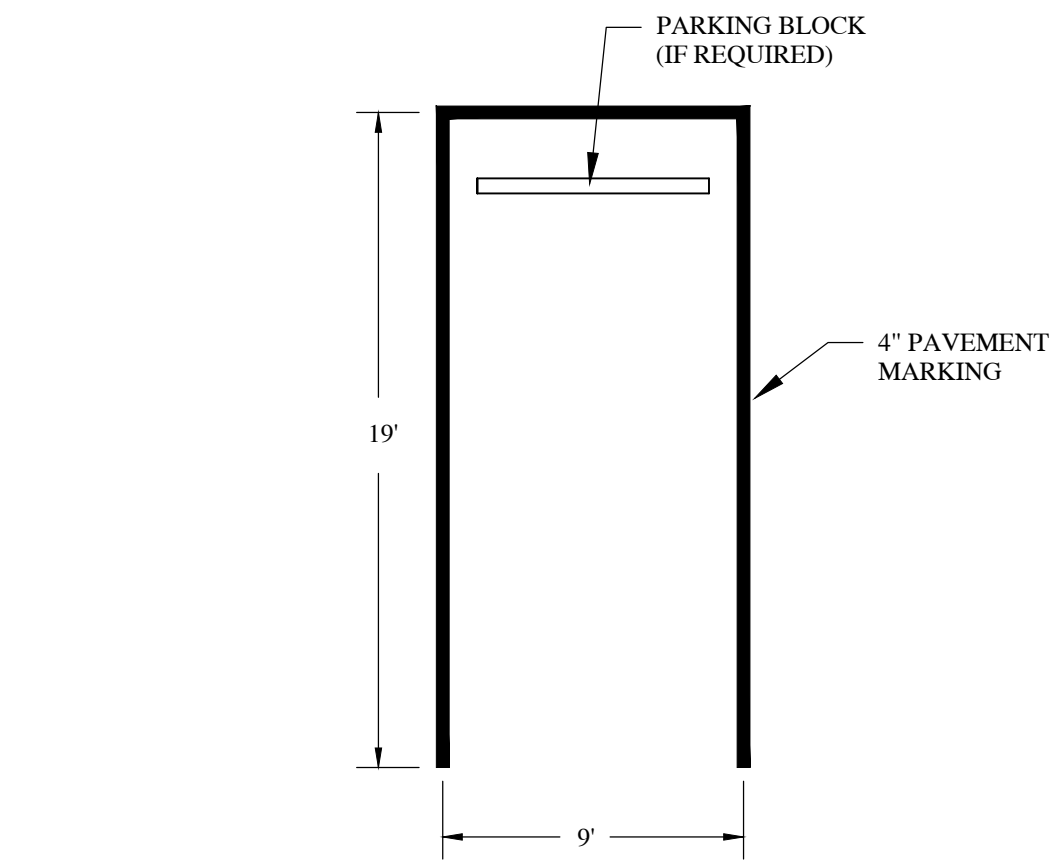
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|------------------------------------------------------------------|------------|
| ENGINEER OF RECORD:<br>Todd J. Reyling, PE<br>Minnesota PE 50973 |            |
| ISSUED / REVISED                                                 | DATE       |
| ISSUED FOR REVIEW                                                | 06.29.2022 |
| REVISED PER CITY COMMENTS                                        | 07.27.2022 |
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PROJECT NUMBER: 22-142

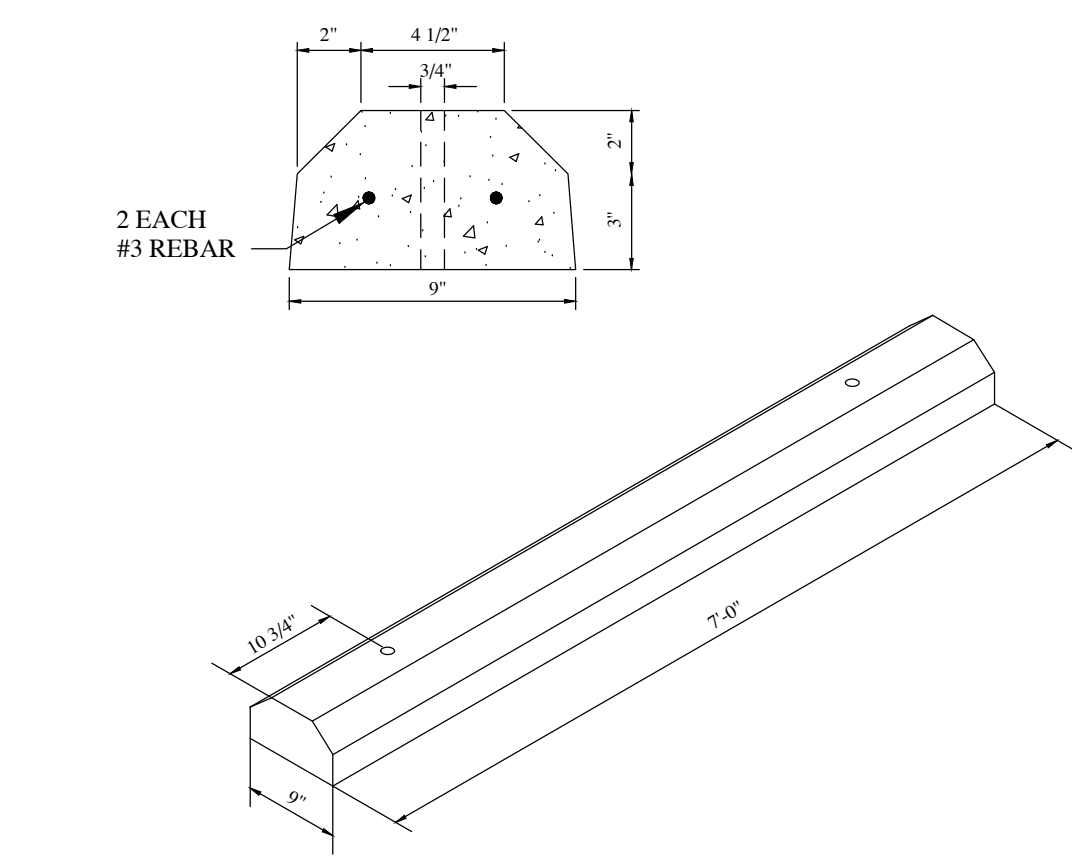
New Ground Up Building:  
**Dairy Queen**  
5111 East Viking Blvd.  
Wyoming, MN 55092  
Chicago County

Construction  
Details  
**C702**

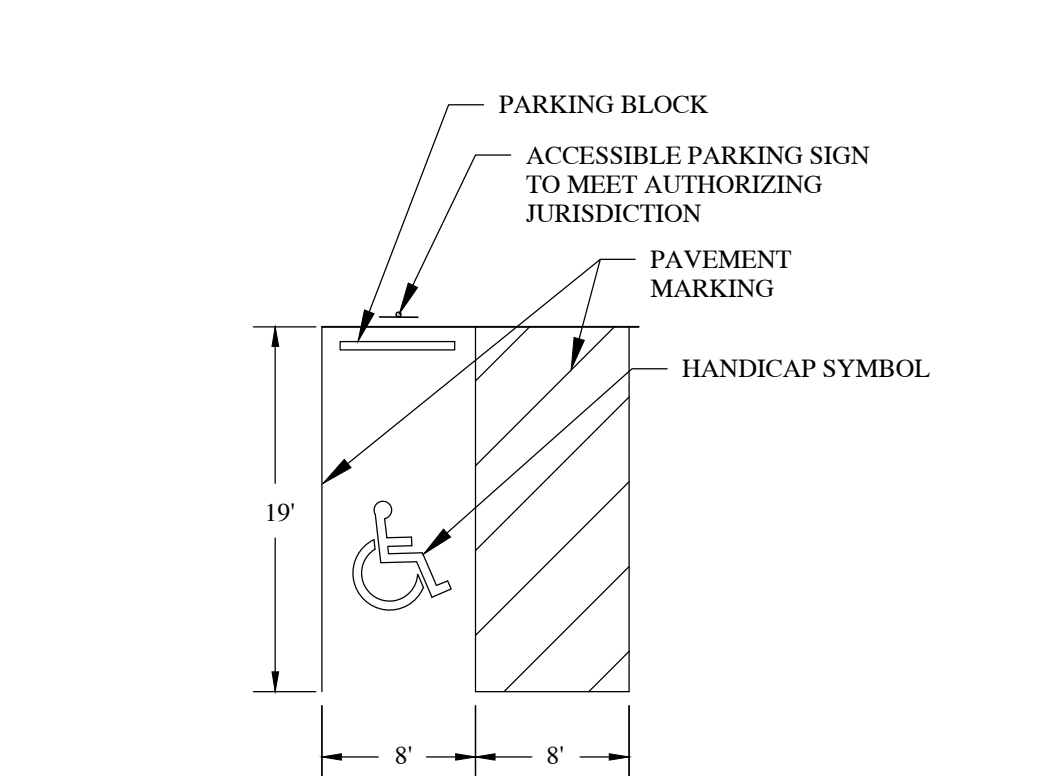




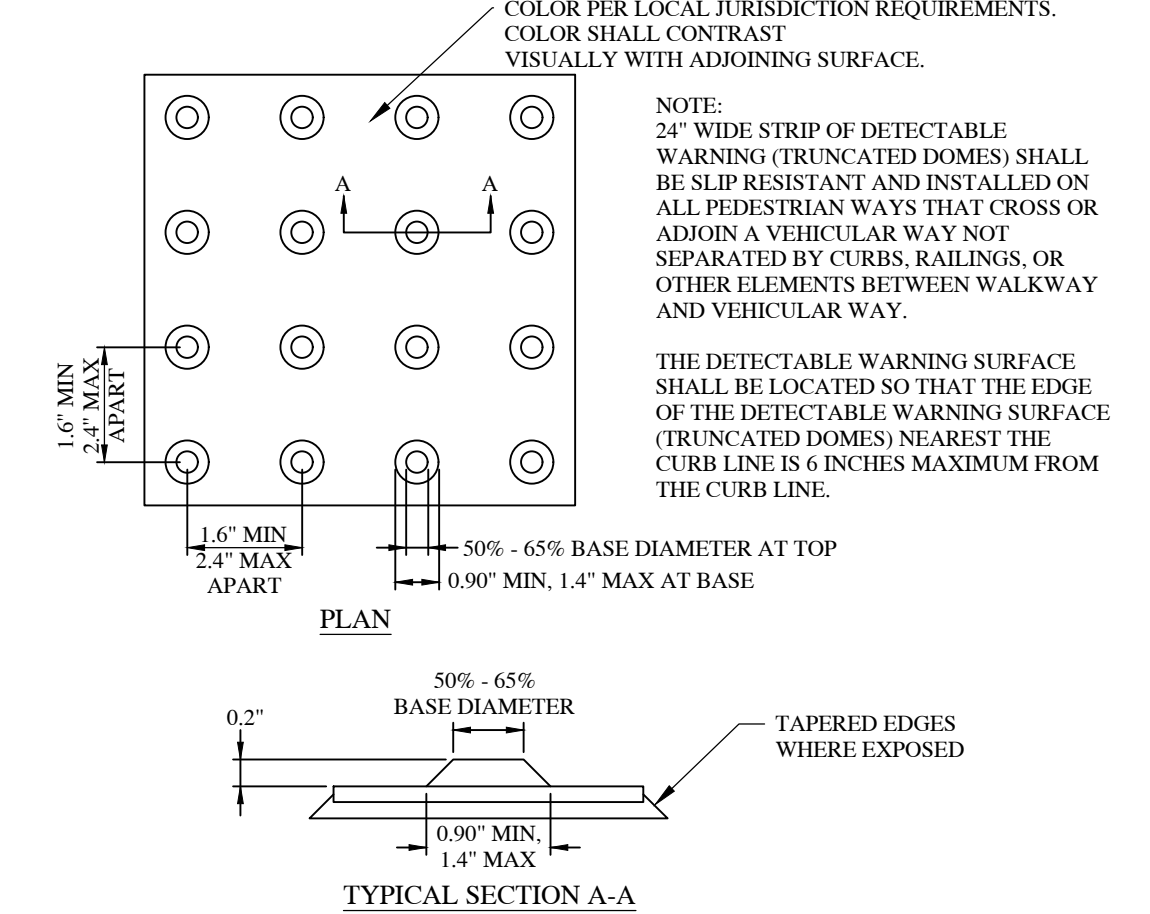
PARKING SPACE DETAIL  
NOT TO SCALE



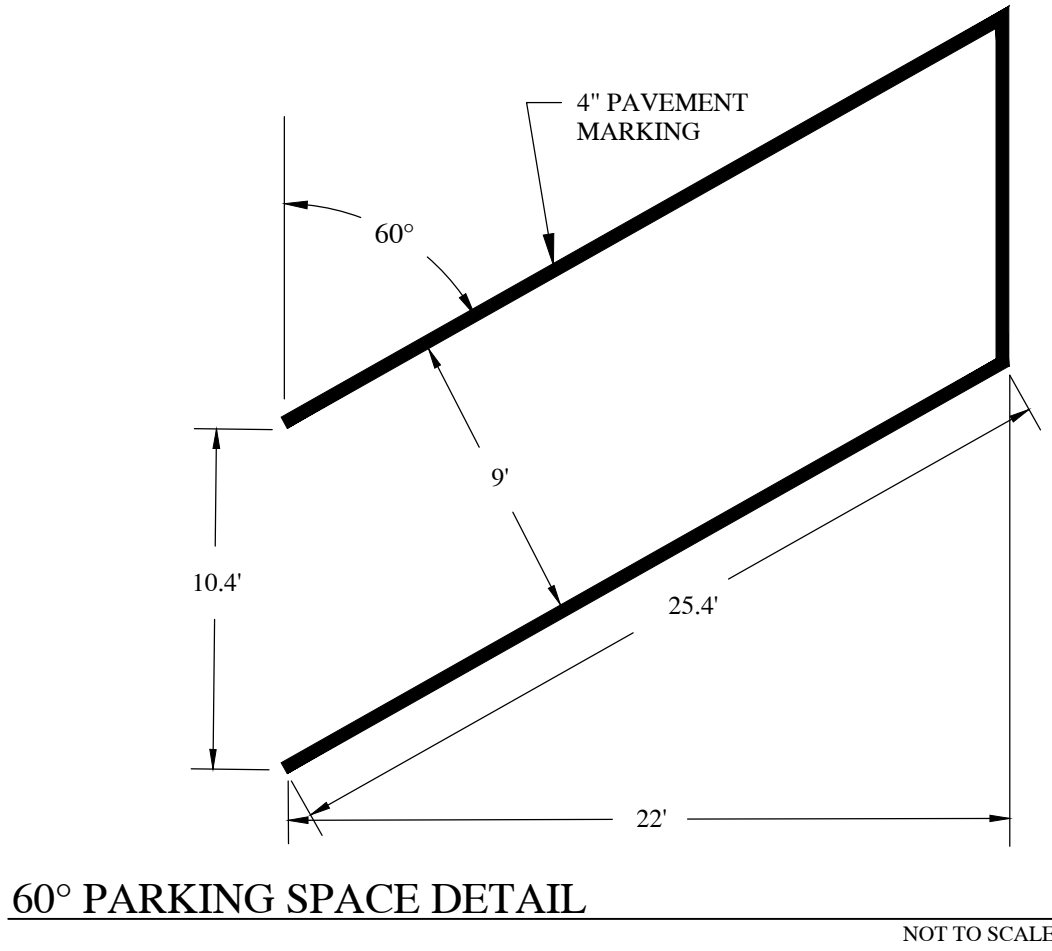
PARKING BLOCK DETAIL  
NOT TO SCALE



ACCESSIBLE PARKING SPACE DETAIL  
NOT TO SCALE



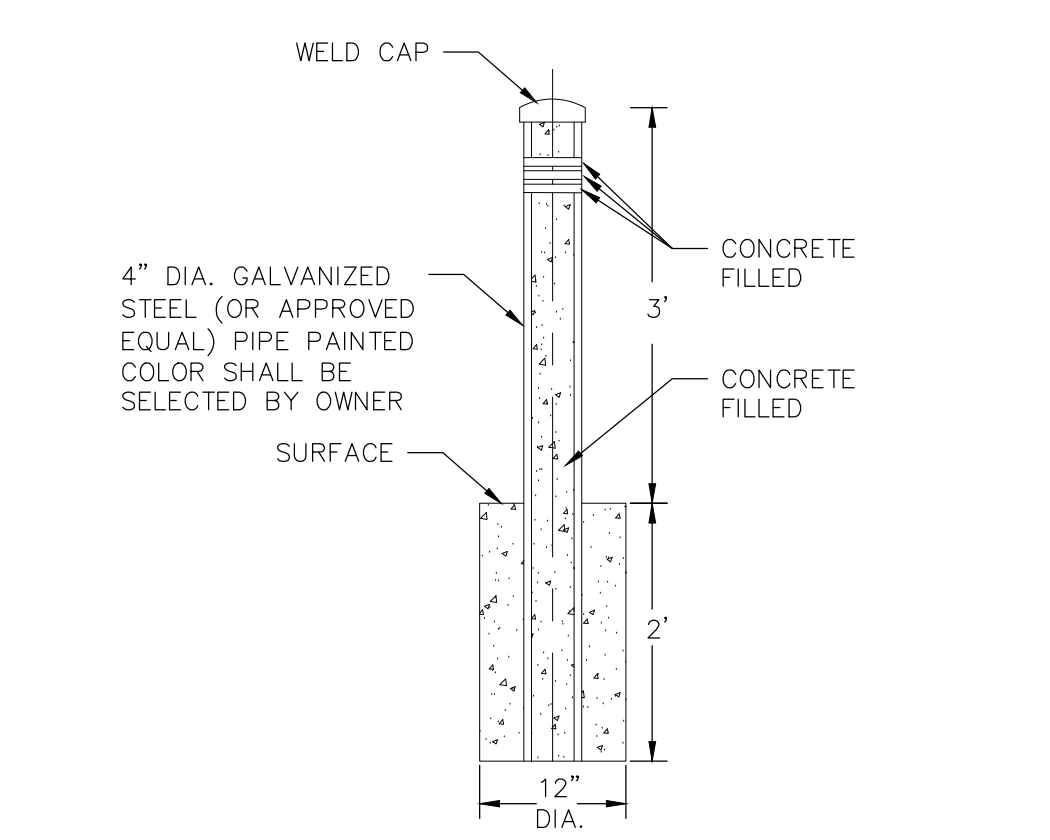
DETECTABLE WARNING (TRUNCATED DOMES) DETAIL  
NOT TO SCALE



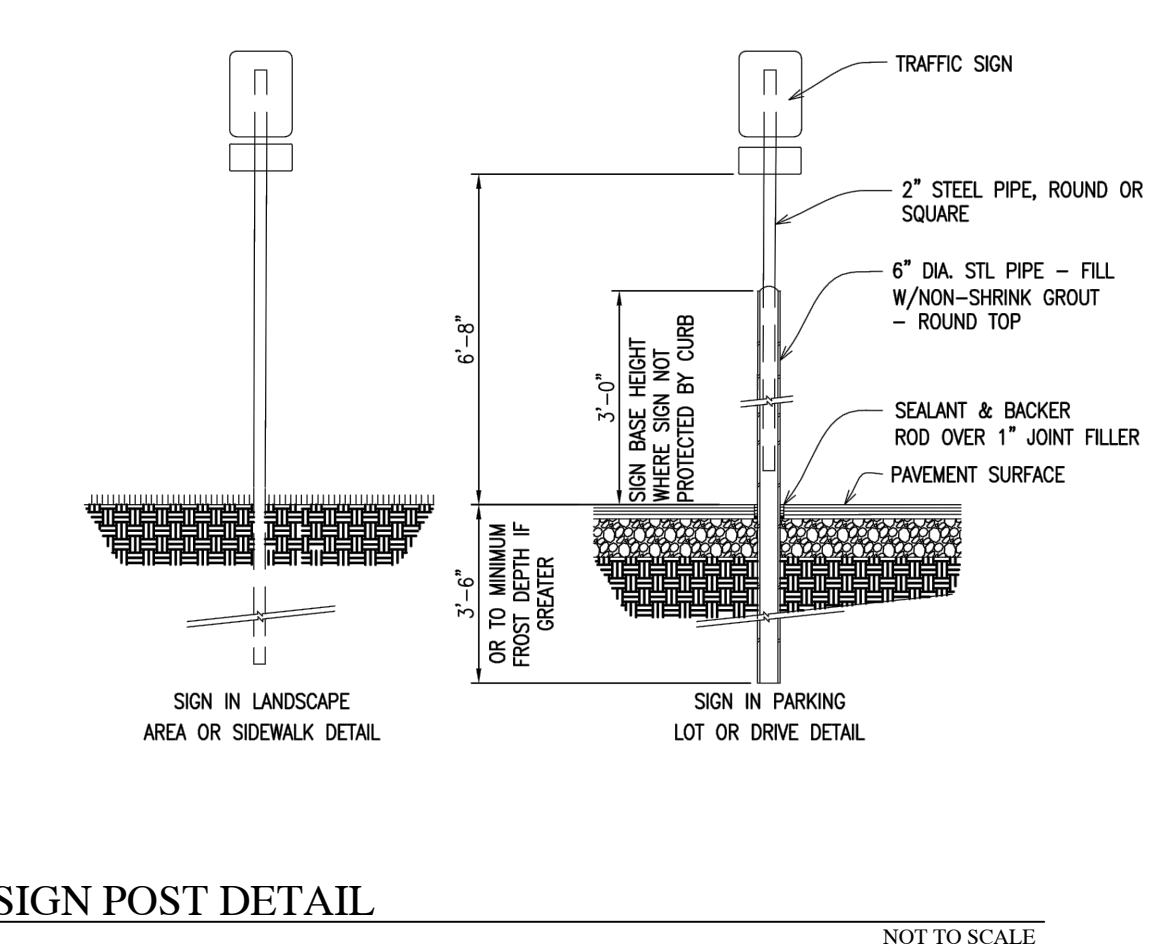
60° PARKING SPACE DETAIL  
NOT TO SCALE



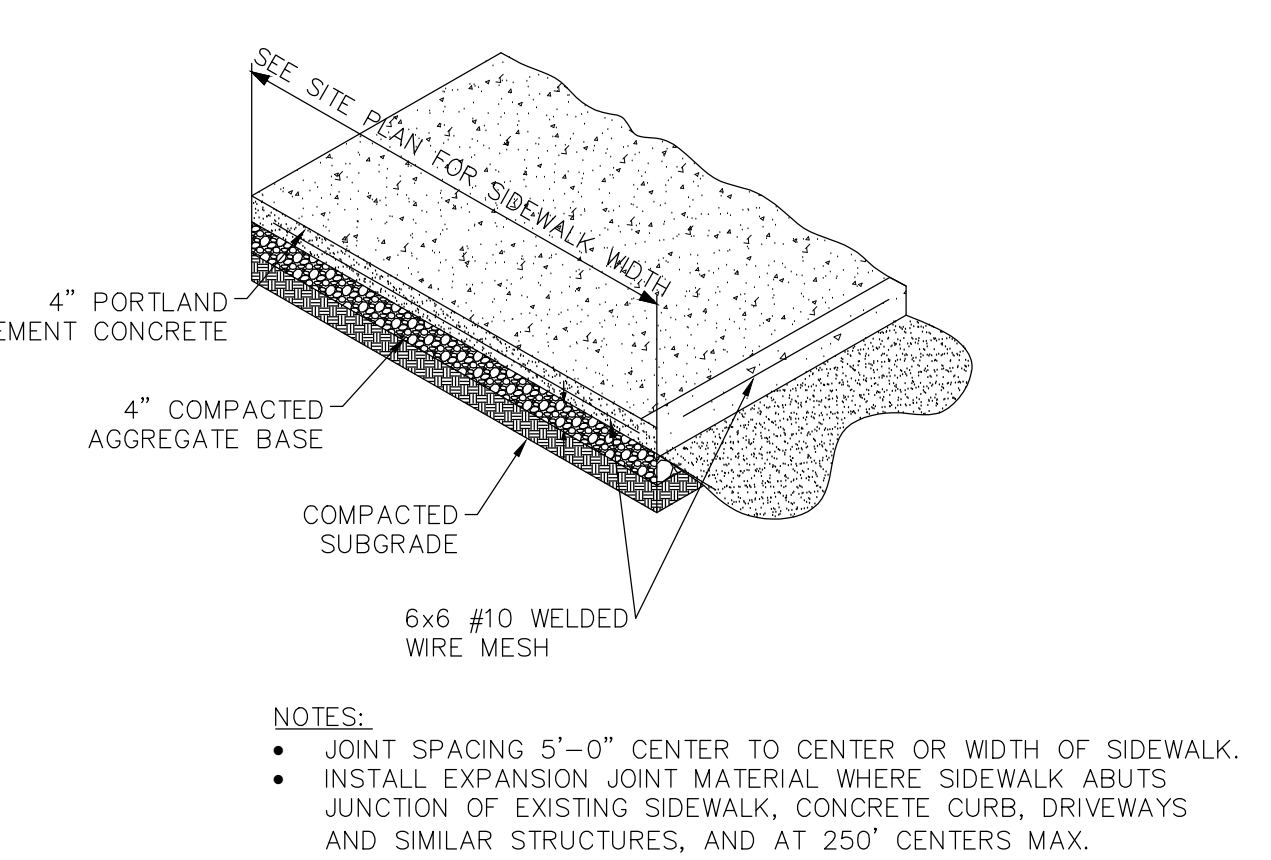
ACCESSIBLE PARKING SIGN DETAIL  
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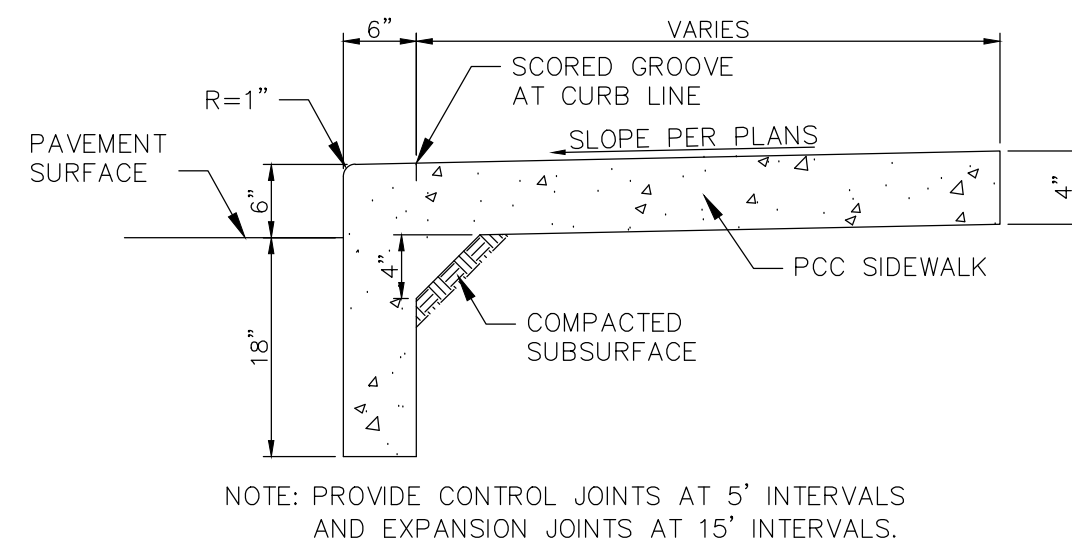
PIPE BOLLARD DETAIL  
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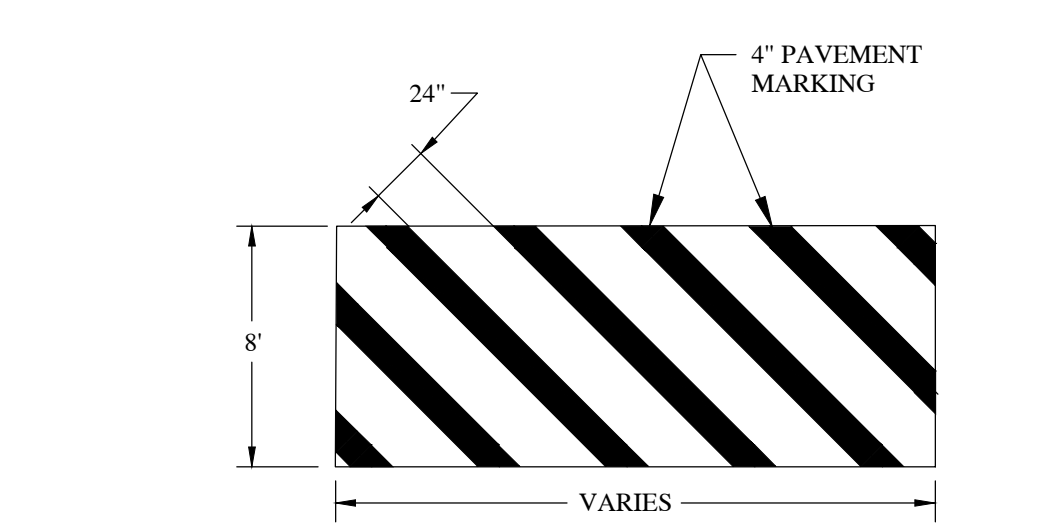
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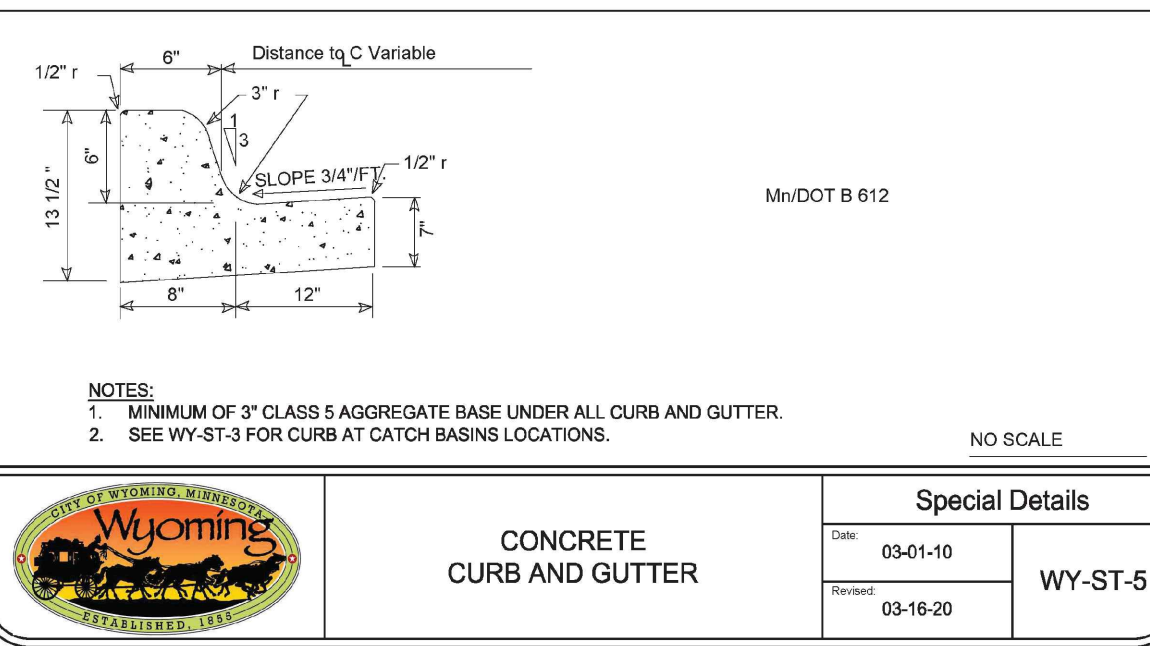
TYPICAL CONCRETE DETAIL  
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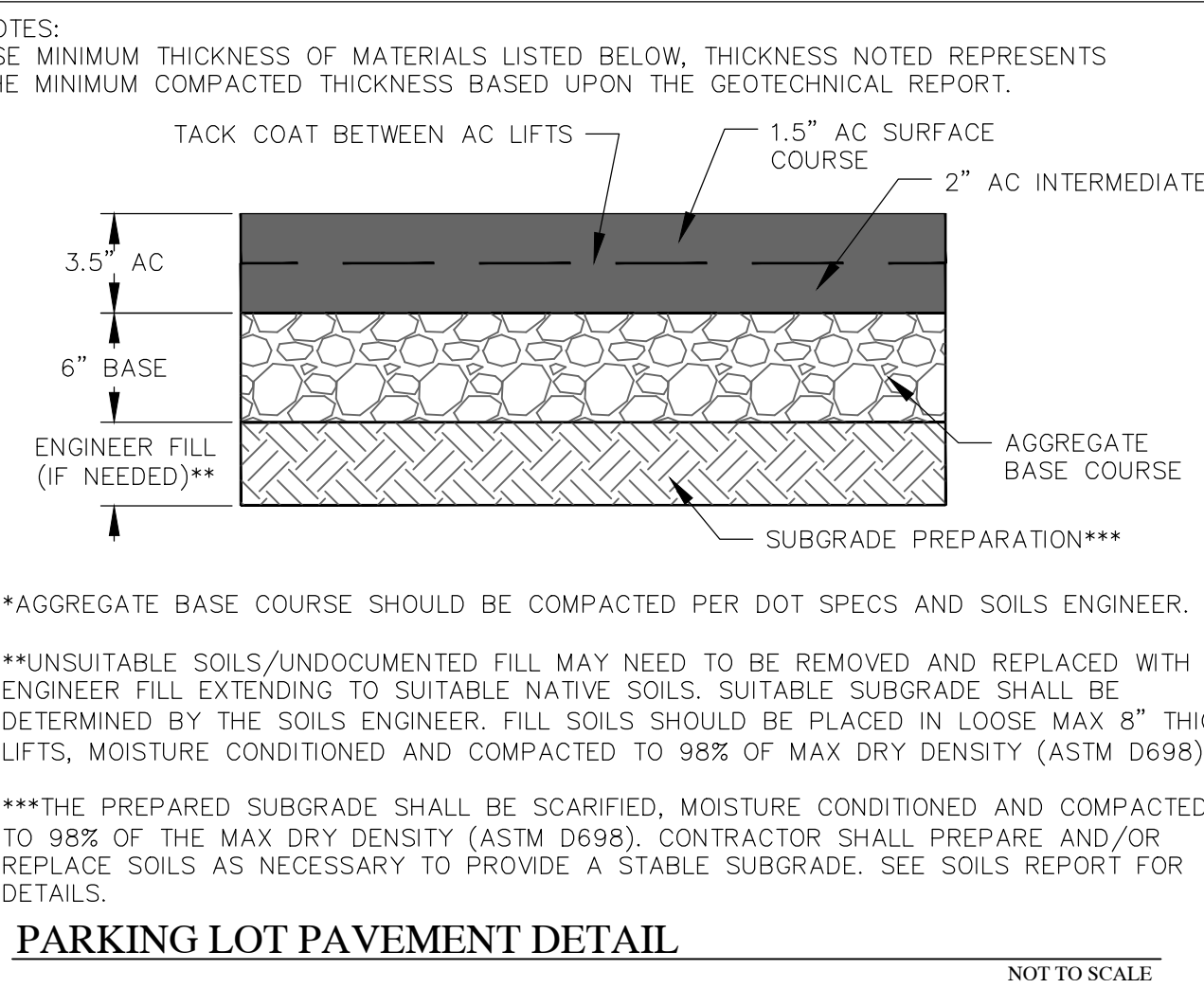
TURN DOWN CURB AND SIDEWALK  
NOT TO SCALE



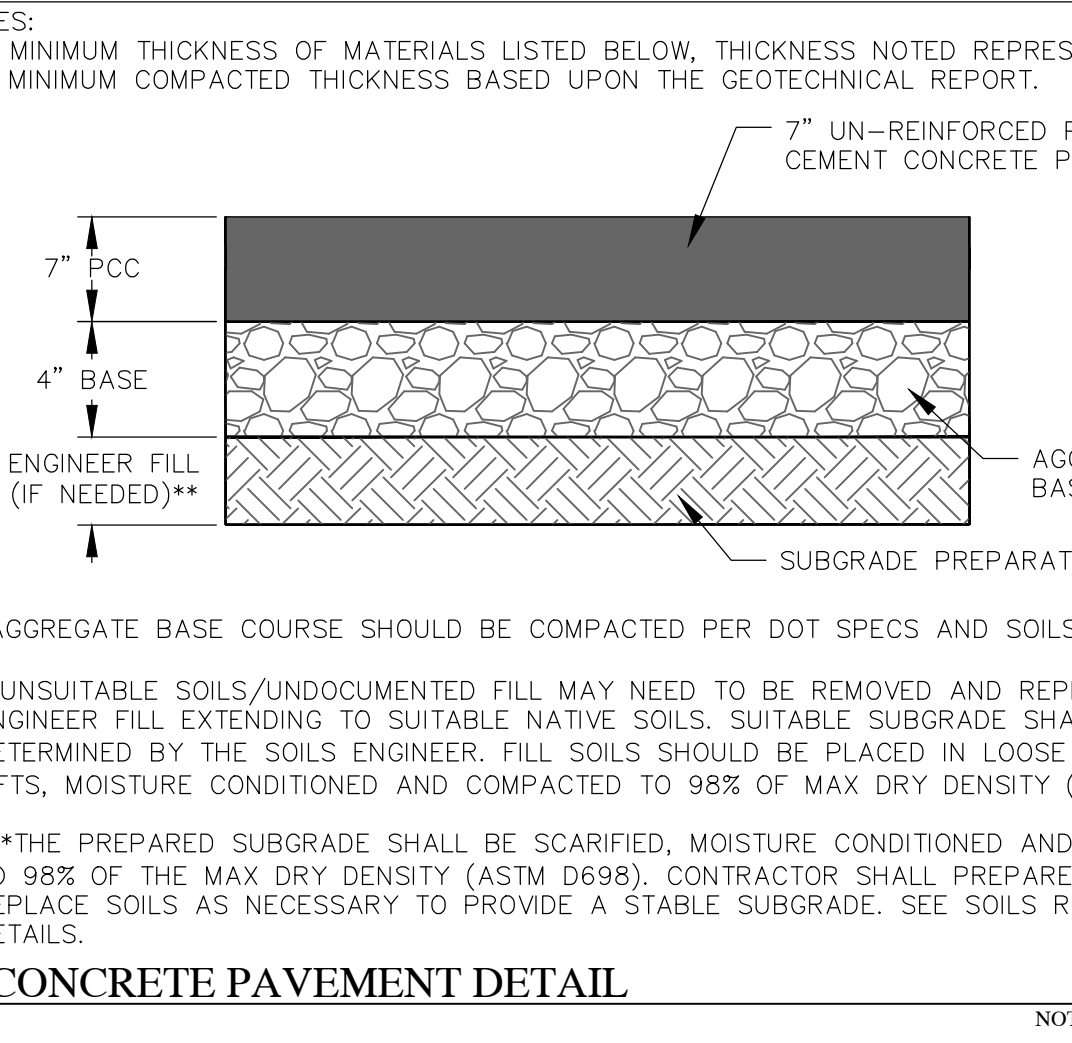
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NOT TO SCALE



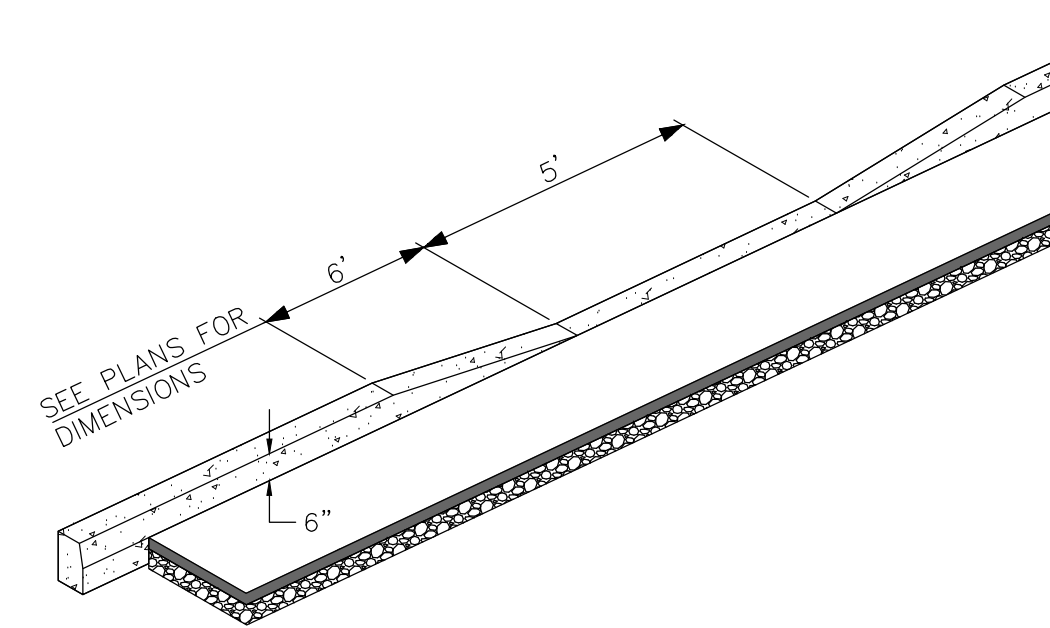
CONCRETE CURB AND GUTTER  
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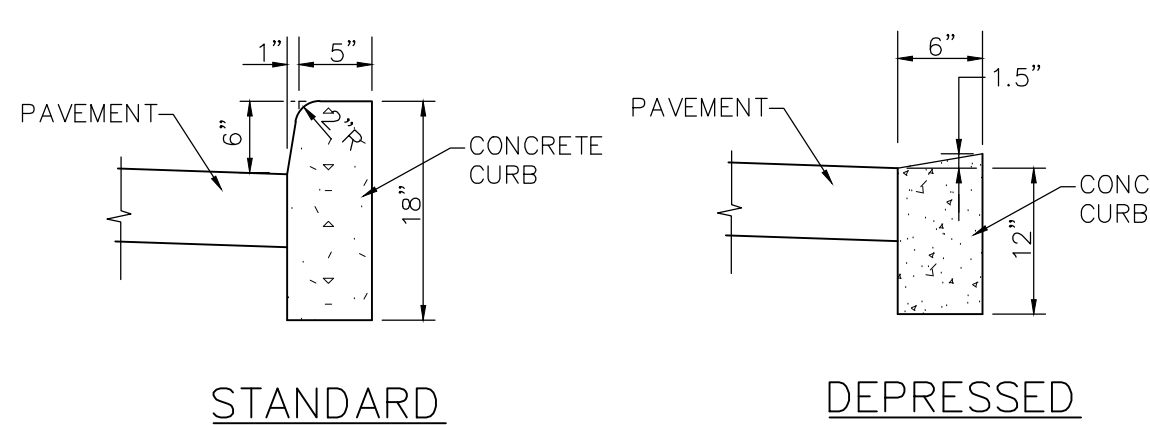
PARKING LOT PAVEMENT DETAIL  
NOT TO SCALE



CONCRETE PAVEMENT DETAIL  
NOT TO SCALE



CURB TAPER DETAIL  
NOT TO SCALE



CONCRETE BARRIER CURB DETAIL  
NOT TO SCALE

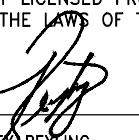
Architect:

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Civil Engineer:

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SIGNATURE:   
NAME: TODD JEFFREY REYLING  
DATE: 07.27.2022 LICENSE NUMBER: 50973

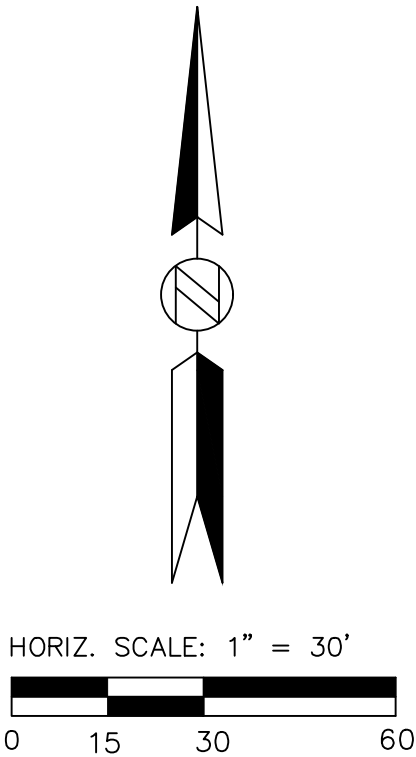
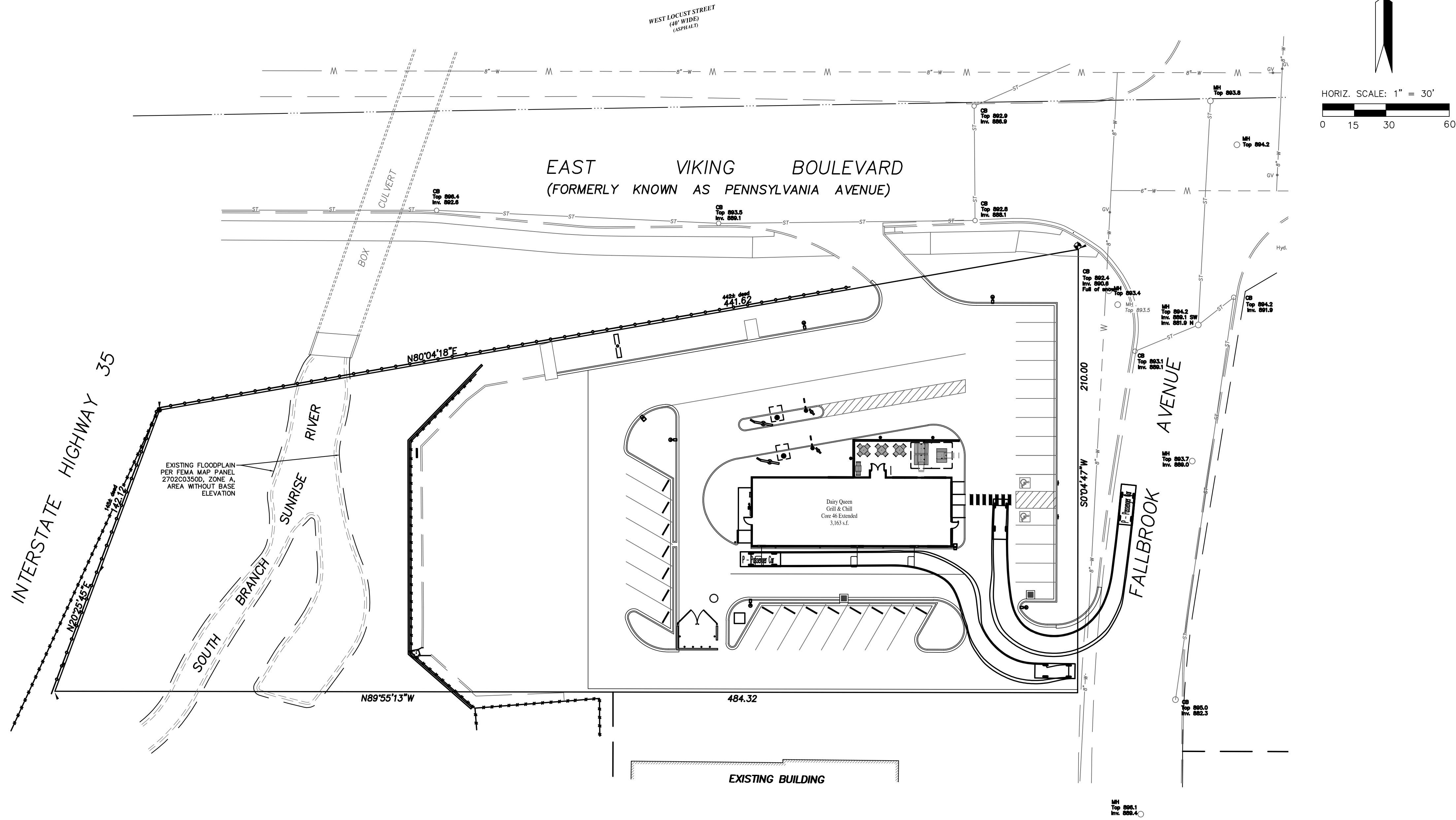
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| ENGINEER OF RECORD:<br>Todd J. Reyling, PE<br>Minnesota PE 50973 |            |
| ISSUED / REVISED                                                 | DATE       |
| ISSUED FOR REVIEW                                                | 06.29.2022 |
| REVISED PER CITY COMMENTS                                        | 07.27.2022 |
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PROJECT NUMBER: 22-142

New Ground Up Building:  
**Dairy Queen**  
5111 East Viking Blvd.  
Wyoming, MN 55092  
Chicago County

Construction  
Details  
**C703**





Architect:  
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PROJECT NUMBER: 22-142

New Ground Up Building:  
**Dairy Queen**  
5111 East Viking Blvd.  
Wyoming, MN 55092  
Chisago County

Turning  
Movement  
**C800**





### 1 FRONT ELEVATION

A3.1 SCALE: 1/4" = 1'-0"

|                         |   |           |
|-------------------------|---|-----------|
| TOTAL FRONT FACADE AREA | = | 764 SQ FT |
| STONE                   | = | 101 SQ FT |
| METAL PANEL             | = | 131 SQ FT |
| METAL EYEBROW / TRIM    | = | 120 SQ FT |
| GLAZING                 | = | 185 SQ FT |
| EIFS                    | = | 217 SQ FT |

NOTE: THE DQ RED SPOON HANDLES HAVE SPECIAL INSTALLATION REQUIREMENTS. ALUM. STOREFRONT MFG. MUST COORD. LOCK & HANDLE, LOCATION & HEIGHTS



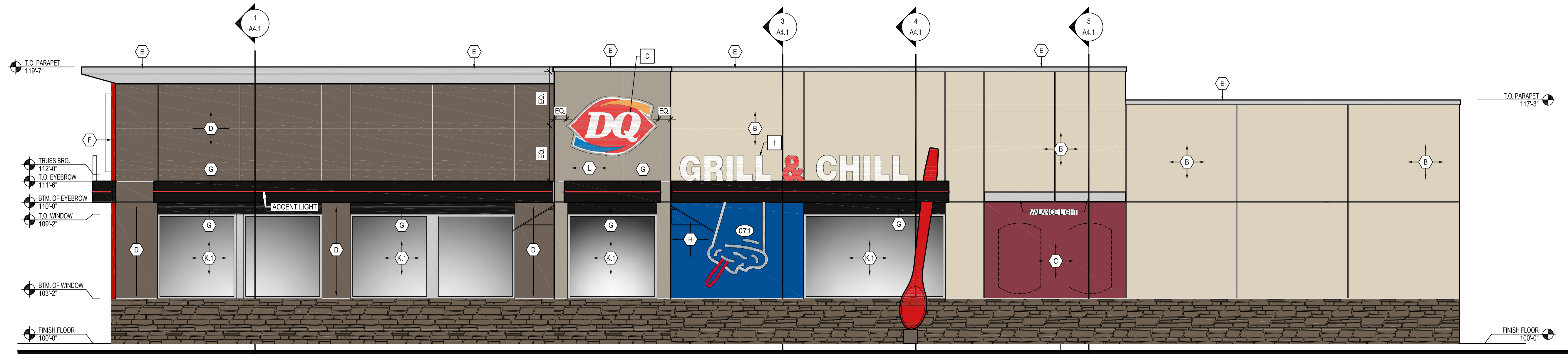
### 2 REAR ELEVATION

A3.1 SCALE: 1/4" = 1'-0"

NOTE: THE DQ RED SPOON HANDLES HAVE SPECIAL INSTALLATION REQUIREMENTS. ALUM. STOREFRONT MFG. MUST COORD. LOCK & HANDLE, LOCATION & HEIGHTS

|                        |   |           |
|------------------------|---|-----------|
| TOTAL REAR FACADE AREA | = | 689 SQ FT |
| STONE                  | = | 101 SQ FT |
| METAL PANEL            | = | 0 SQ FT   |
| METAL EYEBROW / TRIM   | = | 24 SQ FT  |
| GLAZING                | = | 51 SQ FT  |
| EIFS                   | = | 513 SQ FT |

|                  |   |           |
|------------------|---|-----------|
| CLASS 1 MATERIAL | = | 101 SQ FT |
| CLASS 1 MATERIAL | = | 0 SQ FT   |
| CLASS 1 MATERIAL | = | 24 SQ FT  |
| CLASS 1 MATERIAL | = | 51 SQ FT  |
| CLASS 3 MATERIAL | = | 513 SQ FT |

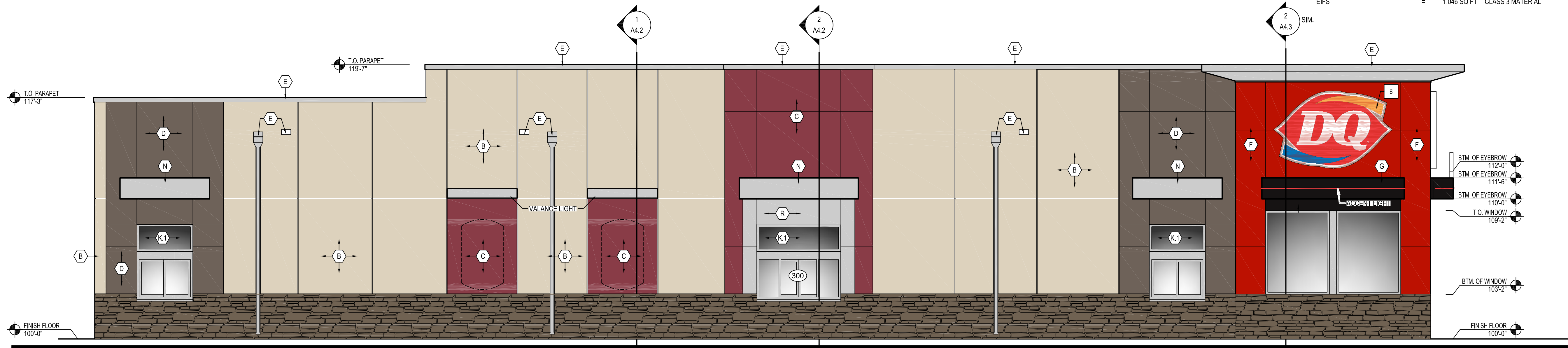


### 3 ENTRANCE ELEVATION

A3.1 SCALE: 1/4" = 1'-0"

|                            |   |             |
|----------------------------|---|-------------|
| TOTAL ENTRANCE FACADE AREA | = | 1,820 SQ FT |
| STONE                      | = | 302 SQ FT   |
| METAL PANEL                | = | 5 SQ FT     |
| METAL EYEBROW / TRIM       | = | 229 SQ FT   |
| GLAZING                    | = | 238 SQ FT   |
| EIFS                       | = | 1,046 SQ FT |

|                  |   |             |
|------------------|---|-------------|
| CLASS 1 MATERIAL | = | 302 SQ FT   |
| CLASS 1 MATERIAL | = | 5 SQ FT     |
| CLASS 1 MATERIAL | = | 229 SQ FT   |
| CLASS 1 MATERIAL | = | 238 SQ FT   |
| CLASS 3 MATERIAL | = | 1,046 SQ FT |



### 4 DRIVE-THRU ELEVATION

A3.1 SCALE: 1/4" = 1'-0"

|                              |   |             |
|------------------------------|---|-------------|
| TOTAL DRIVE THRU FACADE AREA | = | 1,817 SQ FT |
| STONE                        | = | 295 SQ FT   |
| METAL PANEL                  | = | 154 SQ FT   |
| METAL EYEBROW / TRIM         | = | 127 SQ FT   |
| GLAZING                      | = | 135 SQ FT   |
| EIFS                         | = | 1,106 SQ FT |

|                  |   |             |
|------------------|---|-------------|
| CLASS 1 MATERIAL | = | 295 SQ FT   |
| CLASS 1 MATERIAL | = | 154 SQ FT   |
| CLASS 1 MATERIAL | = | 127 SQ FT   |
| CLASS 1 MATERIAL | = | 135 SQ FT   |
| CLASS 3 MATERIAL | = | 1,106 SQ FT |

NEW BUILDING FOR:



AMERICAN DAIRY QUEEN MINNEAPOLIS, MN U.S.A.  
\*REGISTERED U.S. PATENT OFFICE. AMERICAN DAIRY QUEEN CORPORATION. THIS DRAWING, ITS DESIGN DETAIL AND INVENTION ARE THE PROPERTY OF AMERICAN DAIRY QUEEN INC. (ADQ) AND SHALL NOT BE COPIED IN ANY MANNER NOR DISCLOSED TO ANY OUTSIDE PARTY WITHOUT ADQ CONSENT.

MINNESOTA ARCHITECT LICENSE  
NUMBER 53328

SPECIAL NOTICES  
In the event the client consents to, allows, authorizes or approves of changes to any plans, specifications or other construction documents, and these changes are not approved in writing by the design professional, the client recognizes that such changes and the results thereof are not the responsibility of the design professional. Therefore, the client agrees to release the design professional from any liability arising from the construction, use or result of such changes. In addition, the client agrees to the fullest extent permitted by law, to indemnify and hold the design professional harmless from any damage, liability or cost (including reasonable attorney's fees and costs of defense) arising from such changes. Copyright © 2022 by John S. Odom, Architect. All rights reserved. No part of this drawing may be reproduced by photocopy or by any other means, or stored, processed, or transmitted in or by any computer or other systems without the prior written permission of the Architect.

ISSUE DATE: 08/05/22

REVISION DATE: 08/05/22

ORIGINAL ISSUE

EXTERIOR  
ELEVATIONS

SHEET NUMBER:

A3.1

TOTAL FACADE AREA (ALL FOUR SIDES) = 5,090 SQ FT

|                      |   |           |     |                  |
|----------------------|---|-----------|-----|------------------|
| STONE                | = | 799 SQ FT | 16% | CLASS 1 MATERIAL |
| METAL PANEL          | = | 290 SQ FT | 6%  | CLASS 1 MATERIAL |
| METAL EYEBROW / TRIM | = | 500 SQ FT | 10% | CLASS 1 MATERIAL |
| GLAZING              | = | 619 SQ FT | 12% | CLASS 1 MATERIAL |

TOTAL CLASS 1 MATERIAL = 44% (65% REQUIRED)

|      |   |             |     |                  |
|------|---|-------------|-----|------------------|
| EIFS | = | 2,882 SQ FT | 56% | CLASS 3 MATERIAL |
|------|---|-------------|-----|------------------|

TOTAL CLASS 3 MATERIAL = 56%



**UNAPPROVED MINUTES  
PLANNING COMMISSION  
CITY OF WYOMING, MINNESOTA  
JULY 26, 2022  
7:00PM**

**CALL TO ORDER:**

*Planning Commission Chairman Lobermeier called the Regular Meeting of the Wyoming Planning Commission for July 26, 2022 to order at 7:00 PM*

**CALL OF ROLL:**

*On a Call of the Roll the following members of the Wyoming Planning Commission were present: Mark Lobermeier, Michael Naumann, and Roger Carr*

*ABSENT: Commissioner Katie West*

*Also Present: Fred Weck Zoning Administrator, Kim Lindquist, WSB, Robb Linwood, City Administrator, and Mayor Lisa Iverson*

**DETERMINATION OF A QUORUM:**

**PLEDGE OF ALLEGIANCE:**

**OPEN FORUM: NONE**

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota Planning Commission for June 14, 2022

**A MOTION WAS MADE BY COMMISSIONER CARR, SECONDED BY COMMISSIONER NAUMANN, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR JUNE 14, 2022 AS SUBMITTED.**

*Voting Aye: Carr, Naumann, and Lobermeier  
Voting Nay: None  
Abstain: None  
Absent: West*

**SCHEDULED PUBLIC HEARINGS:**

2. Conditional Use Permit: C-22-002 and Site Plan Review: SP-21-001 – Dairy Queen,  
Location: 5111 East Viking Boulevard  
Applicant: Fourteen Foods, LLC  
Owner: D7 Wyoming, LLC  
Property ID Number: 21-00020.00

Kim Lindquist, WSB, explained the request for a CUP and Site Plan Review. She noted that the plans are to remove the existing structures and construct a new 3,100 square foot Dairy Queen with 68 seats inside and 26 patio seats as well as a drive-thru. She reviewed the parking requirements and noted that the area to the west is paved but not striped and could potentially be used as an overflow area or a place for a large vehicle or someone hauling a trailer could park.

She stated that one of the conditions of approval is that if the City witnesses congestion on the site that they will ask the applicant to stripe that overflow area. She stated that there is hard surface over and above the Shoreland District requirement of 25% but noted that the new construction slightly reduces the hard surface on the site. She noted that there are a few issues with the project including the architecture because a significant amount of the building is the EIFS material which is considered a Class 3 material and the requirement is for 65% of Class 1 materials and no more than 35% to be Class 2 or Class 3 materials. She stated that there will need to be some modification of those materials in order to bring it into compliance. She noted that there is a cross access easement with the property to the south which is currently a large, open, paved area so there may also be some parking of Dairy Queen customers on that property as well. She stated that the other issue that was raised in the staff report deals with the eastern entrance, curb cut, and drainage. She stated that following a conversation with the applicant they have indicated that they will just remove that curbing which will remove one of the primary engineering concerns. She stated that they are planning to keep those engineering concerns in the recommendation because there are other minor fine points that will be needed. She noted that they are planning to bring the landscaping and utilities into compliance and will see significantly more plantings and screening of the trash enclosures. She explained that the proposal is just a general upgrading of the site to be more consistent with existing regulations and more complementary to new construction in the area. Staff recommends approval with the conditions as noted in the staff report.

Chair Lobermeier asked about the status of the underground tanks.

Building Official Weck stated that he believes that had been completed last week.

Chair Lobermeier stated that he would assume then that this should include continued compliance in terms of tank removal of remediation that may be necessary.

Ms. Lindquist explained that staff did not specifically have that laid out in the plans so they could be something that is added.

Justin Kraus, Fourteen Foods, stated that they have had this store since 2008 and noted that they had originally been leasing the property and then went through the bankruptcy with the former gas station. He stated that at that time they were able to purchase it and have come up with plans for this project. He explained that since the pandemic, they have seen drive-thru business increase to become more than 75% of their business, so for this store, they are planning a double drive-thru, which will be the first of its kind in Minnesota. He stated that their concept for the building is what they are calling 'Next Gen' and noted that it will be about 30 feet narrower than the existing building. He gave an overview of their kitchen practices and the cold wells for ice cream to help speed up the service and stop the ice cream from melting.

Chair Lobermeier asked about the EIFS building materials that are planned.

Mr. Kraus displayed the different material and explained the proposed color scheme. He stated that he believes they will be able to address the concerns raised in the staff report by incorporating things like wainscoting and stone.

Chair Lobermeier asked about the western portion of the site where they are leaving the pavement because it seemed odd to have a nice new store and then leave the older asphalt in place.

Mr. Kraus stated that they will most likely add an overlay on top of the existing asphalt.

Chair Lobermeier asked about the timber retaining wall along the west side of the property.

Mr. Kraus stated that he and Nick Johnson came to the City earlier today in order to take a look at the wall. He stated that it is currently constructed with railroad ties and they are taking a look at ways to try and clean that up a bit. He noted that at the very least they plan to do something

to reinforce the wall.

Chair Lobermeier noted that due to its age, he believes it would be worth the time and effort to take a closer look at the wall.

**MOTION BY COMMISSIONER NAUMANN, SECONDED BY COMMISSIONER CARR, TO OPEN THE PUBLIC HEARING AT 7:25 P.M.**

*Voting Aye: Carr, Naumann, and Lobermeier*  
*Voting Nay: None*  
*Abstain: None*  
*Absent: West*

There was no public comment.

**MOTION BY COMMISSIONER CARR, SECONDED BY COMMISSIONER NAUMANN, TO CLOSE THE PUBLIC HEARING AT 7:26 PM.**

*Voting Aye: Carr, Naumann, and Lobermeier*  
*Voting Nay: None*  
*Abstain: None*  
*Absent: West*

Chair Lobermeier asked how long the turn-around time would be between demolition and reconstruction.

Mr. Kraus stated that it typically takes about 100-110 days to rebuild, but noted that it could take longer due to weather. He noted that they also own the stores in Lino Lakes and Centerville, so the employees can transfer to those locations during the construction process.

**MOTION BY COMMISSIONER CARR, SECONDED BY COMMISSIONER NAUMANN, TO RECOMMEND APPROVAL OF CONDITIONAL USE PERMIT C-22-002 AND SITE PLAN REVIEW SP-21-001 FOR DAIRY QUEEN LOCATED AT 5111 EAST VIKING BOULEVARD, FOR FOURTEEN FOODS, LLC, OWNER D7 WYOMING, LLC FOR PROPERTY ID: 21-00020.00, WITH THE CONDITIONS AS LISTED IN THE STAFF REPORT.**

*Voting Aye: Carr, Naumann, and Lobermeier*  
*Voting Nay: None*  
*Abstain: None*  
*Absent: West*

Building Official Weck explained that this item would come before the City Council on Wednesday, August 3, 2022, due to National Night Out festivities on Tuesday.

**NEW BUSINESS - NONE**

**OLD BUSINESS:**

**3. Comprehensive Plan Update Draft Review**



Building Official Weck explained that one of Planning Consultant Zweber's major comments was regarding the official maps and he recommended that the City not do an official map. He gave an overview that explained Planning Consultant Zweber's concerns with relation to 'taking'.

Chair Lobermeier stated that he did not think it would be a 'taking' issue and would just be the City trying to reserve areas for future plans such as a street or a water treatment plant. He stated that there is language in the Comprehensive Plan that takes about an official map as a tool which he would like to see remain because it, to him, is just talking about an implementation tool.

Building Official Weck stated that from reading the Statute, if they were to build a building without a permit in that area then they would be out of luck. He stated that if they applied for a permit in the area that the City is reserving, that building permit would be denied. He stated that they could then appeal it and the City could decide whether or not to issue the permit. He stated that the 'taking' was his own thinking because if he denies the permit and the City denies the appeal they cannot build on the property which to his mind seemed like a 'taking'.

Chair Lobermeier noted that he was not a fan of kicking the can down the road, but if the Comprehensive Plan is approved with that language included, he feels it just represents one way for the City to identify what they think is going to happen and preserve the ability to actually do it. He reiterated that he would like to keep language unless it was deemed to be problematic. He suggested that during the final review of the Comprehensive Plan the Commission determine if they are advocating for an official map and if its inclusion makes the Plan stronger or weaker.

Building Official Weck stated that the figures are pretty small and believes in the final version they will be incorporated into the body of the document.

Chair Lobermeier asked about the numbers referenced Figure 13 and noted that nothing had been included in the legend and suggested that information be added. He stated that he did not feel Figure 9 helped much at all because it was too small.

Building Official Weck noted that once the Commission has approved a rough draft of the Comprehensive Plan, the City would then get the final 'pretty' document from WSB and schedule a public hearing. He noted that there had also been discussion about holding an all boards meeting prior to the public hearing to make sure everyone was on the same page.

Chair Lobermeier stated that he would like to schedule approval of the rough draft at the next Commission meeting and set a date for an all boards meeting.

Commissioner Naumann asked about the difference between an official map and a usage map.

Chair Lobermeier explained that a usage map would be what Building Official Weck had referred to as 'land use' and an official map would be the procedural process that the State Statute goes through. He stated that the official map did not have to cover the whole City and could just be something for road right-of-way or showing where a freeway will go through a community so it becomes sort of an appendage.

Building Official Weck gave a brief explanation of what maps he uses when he gets a call from someone interested in development of various properties to explain to them what the possible uses are for the parcels. He stated that once the Comprehensive Plan is adopted, the City will then have to start the process of rezoning everything on the map that isn't currently included in the map.

## **COMMUNICATIONS:**

### **4. Planning Commission Member Recommendation – Dan Iverson – 25675 Goodwin Road**

Chair Lobermeier stated that Mr. Iverson appears to have great qualifications to serve on the Commission.

Dan Iverson addressed the Commission and noted that he has been in the corporate world for a number of years and is attempting to downshift into a reduced schedule before he officially retires. He stated that he would like to use that extra time in order to use his talents and skills working with the Planning Commission.

**MOTION BY COMMISSIONER LOBERMEIER SECONDED BY COMMISSIONER CARR, TO RECOMMEND APPROVAL OF APPOINTING DAN IVERSON TO SERVE ON THE PLANNING COMMISSION.**

|                    |                                      |
|--------------------|--------------------------------------|
| <i>Voting Aye:</i> | <i>Carr, Naumann, and Lobermeier</i> |
| <i>Voting Nay:</i> | <i>None</i>                          |
| <i>Abstain:</i>    | <i>None</i>                          |
| <i>Absent:</i>     | <i>West</i>                          |

**UPDATES:**

Zoning Administrator Weck stated that at the next meeting, in addition to the Comprehensive Plan rough draft, there will also be an agenda item for Site Plan Review for Gregory Contracting.

City Administrator Linwood stated that a draft Master Park Plan will be shared with the Park Advisory Commission and the Council next week.

Chair Lobermeier asked if there needed to be a quick review of the parks section of the Comprehensive Plan to ensure there are not inconsistencies.

Zoning Administrator Weck explained that he did not think there should not be conflicts because they have been reviewing it.

City Administrator Linwood stated that he agreed, but noted that there would be time to take a look and make sure they are consistent.

**A MOTION WAS MADE BY COMMISSIONER CARR, SECONDED BY COMMISSIONER NAUMANN, TO ADJOURN THE JULY 26, 2022 "REGULAR MEETING" OF THE WYOMING, MINNESOTA PLANNING COMMISSION AT 7:53 PM.**

|                    |                                      |
|--------------------|--------------------------------------|
| <i>Voting Aye:</i> | <i>Carr, Naumann, and Lobermeier</i> |
| <i>Voting Nay:</i> | <i>None</i>                          |
| <i>Abstain:</i>    | <i>None</i>                          |
| <i>Absent:</i>     | <i>West</i>                          |

RESERVED FOR RECORDING DATA

**RESOLUTION NO. 22-08-68**

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR INCREASED  
IMPERVIOUS SURFACE AREA IN A SHORELAND DISTRICT**

**AT  
5111 EAST VIKING BOULEVARD  
PROPERTY ID NUMBER: 21.00020**

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

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

**WHEREAS**, WHEREAS, Fourteen Foods, LLC has applied for a Conditional Use Permit for an increased impervious surface area of 57% in a shoreland district on the property legally described as:

That part of the south half of the northeast quarter (S1/2 of NE1/4 ) of Section nineteen (19), Township thirty-three (33), Range twenty-one (21), Chisago county, Minnesota and that part of lots one (1) and two (2), Block one (1), of the recorded plat of Tomblers Addition to the Village of Wyoming described jointly as follows: Commencing at the point of intersection of the east line of said Section 19 with the northerly right-of-way line of Pennsylvania Avenue, said point also being the northeast corner of said south half of northeast quarter (S1/2 of NE1/4); thence west, along said northerly right-of-way line a distance of 718 feet; thence south at right angles a distance of 83 feet, more or less, to the intersection of the southerly right-of-way line of Interstate Highway 35 and the westerly line of a public street, being the point of beginning; thence continuing south, along said westerly line of public street, a distance of 210 feet; thence west at right angles to the easterly right-of-way line of Interstate Highway 35; thence northerly, along said easterly right-of-way line a distance of 145 feet, more or less; Thence easterly along the southerly



right-of-way line of Interstate Highway 35, a distance of 442 feet, more or less, to the point of beginning.

**WHEREAS**, on July 26, 2022, the Planning Commission held a public hearing in accordance with the Ordinance and laws of the State of Minnesota; and,

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

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

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

1. All required local, state and/or federal permitting must be obtained.
2. The Conditional Use Permit shall be null and void if the Applicant does not make use of the permit within one year from the date of approval.
3. The Applicant shall revise the building elevations to comply with the ordinance exterior materials requirements Sec. 40 – 451 (2), including reduction of Class II or III materials to below 35%.
4. The Applicant shall comply with Sec. 40 – 483 (4) by installing trash receptacles at all property exits as well as one (1) receptacle per ten (10) vehicle parking spaces within the parking area.
5. The Applicant shall comply with the standard relating to electronic devices such as loudspeakers, automobile service order devices, drive-in theater car speakers and similar instruments shall not be located within two hundred (200) feet of any residentially zoned or used property, nor within one hundred (100) feet of any adjacent lot used or zoned non-residential.
6. The Applicant shall comply with ordinance lighting requirements including turning off site lighting, except for security lighting one (1) hour after closing.
7. The Applicant shall be required to stripe additional parking in the western portion of the site as directed by the City should the site experience a parking problem as noted and defined by the City.
8. Any changes to signs on site will require a separate sign permit (s).
9. The applicant address all engineering comments provided to the applicant.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 3rd DAY OF AUGUST, 2022.**

---

Lisa Iverson, Mayor

ATTEST:

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

---

Robb Linwood, City Administrator

**RESOLUTION NO. 22-08-69**

**RESOLUTION APPROVING A SITE PLAN REVIEW APPLICATION TO DEMOLISH  
THE EXISTING, AND CONSTRUCT A NEW, DAIRY QUEEN RESTAURANT  
AT  
5111 EAST VIKING BOULEVARD  
PROPERTY ID NUMBER: 21.00020**

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

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

**WHEREAS**, **WHEREAS**, Fourteen Foods, LLC has requested Site Plan Review approval to demolish the existing, and construct a new, Dairy Queen restaurant. On property legally described as:

That part of the south half of the northeast quarter (S1/2 of NE1/4 ) of Section nineteen (19), Township thirty-three (33), Range twenty-one (21), Chisago county, Minnesota and that part of lots one (1) and two (2), Block one (1), of the recorded plat of Tomblers Addition to the Village of Wyoming described jointly as follows: Commencing at the point of intersection of the east line of said Section 19 with the northerly right-of-way line of Pennsylvania Avenue, said point also being the northeast corner of said south half of northeast quarter (S1/2 of NE1/4); thence west, along said northerly right-of-way line a distance of 718 feet; thence south at right angles a distance of 83 feet, more or less, to the intersection of the southerly right-of-way line of Interstate Highway 35 and the westerly line of a public street, being the point of beginning; thence continuing south, along said westerly line of public street, a distance of 210 feet; thence west at right angles to the easterly right-of-way line of Interstate Highway 35; thence northerly, along said easterly right-of-way line a distance of 145 feet, more or less; Thence easterly along the southerly right-of-way line of Interstate Highway 35, a distance of 442 feet, more or less, to the point of beginning.

**WHEREAS**, on July 26, 2022 the Planning Commission held a public hearing in accordance with the Ordinance and laws of the State of Minnesota; and,

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

1. The Site Plan is consistent with the various elements and objectives of the City's long range plans, including, but not limited to, the Comprehensive Plan;
2. The Site Plan is consistent with the purposes of this Code;
3. The Site Plan preserves the site in its natural state, insofar as practicable, by minimizing tree and soil removal, and designing any grade changes so as to



be in keeping with the general appearance of neighboring developed or developing areas;

4. The Site Plan is has a harmonious relationship of buildings and open spaces with the terrain and with existing and future buildings having a visual relationship to the proposed development;
5. The Site Plan creates a functional and harmonious design for structures and site features including;
  - a. Creation of an internal sense of order for the various functions and buildings on the site and provision of a desirable environment for occupants, visitors and the general community;
  - b. Appropriateness of the amount and arrangement of open space and landscaping to the design and function of the development;
  - c. Appropriateness of the materials, textures, colors and details of construction as an expression of the design concept of the project and the compatibility of the same with the adjacent and neighboring structures and functions; and
  - d. Adequacy of vehicular, cycling and pedestrian circulation, including walkways, interior drives and parking, in terms of location and number of access points to the public streets, width of interior drives and access points, general interior circulation, separation of pedestrian, cycling and vehicular traffic and arrangement and amount of parking so as to be safe, convenient and, insofar as practicable, compatible with the design of proposed buildings, structures and neighboring properties.
6. The Site Plan protects adjacent and neighboring properties through reasonable provisions for such matters as surface water drainage, sound and sight buffers, preservation of views, light, and air, and those aspects of design, not adequately covered by other regulations, which may have substantial effects on neighboring land uses.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Wyoming hereby **APPROVES** the Site Plan Review, as requested by the applicant with the following conditions:

1. All required local, state and/or federal permitting must be obtained.
2. The Conditional Use Permit shall be null and void if the Applicant does not make use of the permit within one year from the date of approval.
3. The Applicant shall revise the building elevations to comply with the ordinance exterior materials requirements Sec. 40 – 451 (2), including reduction of Class II or III materials to below 35%.
4. The Applicant shall comply with Sec. 40 – 483 (4) by installing trash receptacles at all property exits as well as one (1) receptacle per ten (10) vehicle parking spaces within the parking area.

5. The Applicant shall comply with the standard relating to electronic devices such as loudspeakers, automobile service order devices, drive-in theater car speakers and similar instruments shall not be located within two hundred (200) feet of any residentially zoned or used property, nor within one hundred (100) feet of any adjacent lot used or zoned non-residential.
6. The Applicant shall comply with ordinance lighting requirements including turning off site lighting, except for security lighting one (1) hour after closing.
7. The Applicant shall be required to stripe additional parking in the western portion of the site as directed by the City should the site experience a parking problem as noted and defined by the City.
8. Any changes to signs on site will require a separate sign permit (s).
9. The applicant address all engineering comments provided to the applicant.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 3RD DAY OF AUGUST, 2022.**

---

Lisa Iverson, Mayor

**ATTEST:**

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

---

Robb Linwood, City Administrator



## *Request for Council Action*

*Date:* July 29, 2022

*Presented to:* Mayor Iverson and City Council Members

*Presented by:* Alex Saxe, Assistant City Administrator

*Department:* Administration

*Reference:* Draft Park and Trail Master Plan

*Method:* New Business

### ***Background Information:***

The Master Park and Trail Plan started as a 10-month long planning process which began with a kick-off meeting to discuss the vision and goals for the park system plan as a guide for the next 10 to 20 years to better meet the needs of the community. A needs assessment with community engagement was conducted to identify how well the current system was functioning and to determine the greatest needs. The assessment data in conjunction with community feedback was used to provide planning recommendations and priorities included in this system plan to be used as a guide for future initiatives.

City staff and WSB have finished a Draft of The Park and Trail Master Plan. The plan is provided in the packet and consists of these major sections:

- Section 1: Executive Summary
- Section 2: System Overview
- Section 3: Needs Assessment
- Section 4: Public Engagement
- Section 5: Park System Plan
- Section 6: Trail System Plan
- Section 7: Implementation Plan

Staff is presenting this to the Park Advisory Commission on Monday, August 1<sup>st</sup> to create a vision statement for the plan and to get their comments and feedback.

### ***Recommendation:***

Staff is looking for comments and feedback from City Council. Next steps would be to make any changes suggested by the PAC and Council before final adoption at a future meeting.



**CITY OF WYOMING**

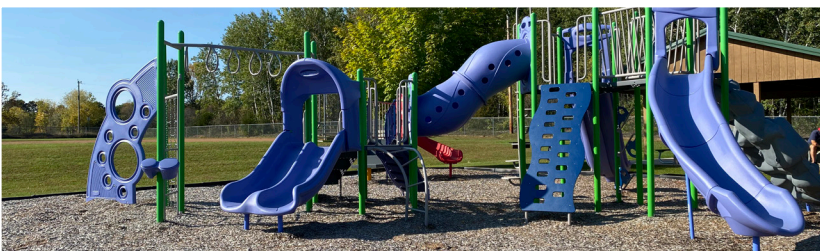
P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092  
Phone: 651-462-0575 Fax: 651-462-0576





**2022**

# Park System Plan



# ACKNOWLEDGMENTS

The planning team would like to thank the City of Wyoming and the numerous community members who provided valuable information and feedback throughout the planning process.

We would like to acknowledge the hard work of city staff, the Wyoming Parks Advisory Commission, and the Wyoming City Council for providing their vision and insights, and truly understand the challenges facing the city's parks and trail system. These conversations have enriched our understanding of the community to establish a set of goals to help meet the vision for the future parks, trails and recreation.

---

## MAYOR & CITY COUNCIL

Lisa Iverson, Mayor  
Linda Nanko Yeager, Council Member  
Claire Luger, Council Member  
Brett Ohnstad, Council Member  
Dennis Schilling, Council Member

## CITY STAFF

Robb Linwood, City Administrator  
Alex Saxe, Assistant City Administrator, Staff Liaison  
Chuck Almhjeld, Public Works Superintendent

## CONSULTANT

WSB & Associates, LTD



## PARKS ADVISORY COMMISSION

Bruce Spangler, Chair  
Jessica Bergan, Vice-Chair  
Bruce Vukelich, Member  
Heather Vandenheuvel, Member  
Claire Luger, Council Member Liaison  
Alex Saxe, Assistant City Administrator, Staff Liaison

## JOINT PARK PLANNING BOARD

Heather Vandenheuvel, Park Advisory Rep  
Jessica Bergan, Park Advisory Rep  
Katie West, Planning Commission Rep  
Roger Carr, Planning Commission Rep  
Claire Luger, Council Member

## COMMUNITY MEMBERS

A special thank you to the many community members who engaged in planning throughout this process at events, meetings and online!

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## 1 - EXECUTIVE SUMMARY

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## APPENDIX





# 1. EXECUTIVE SUMMARY

## INTRODUCTION

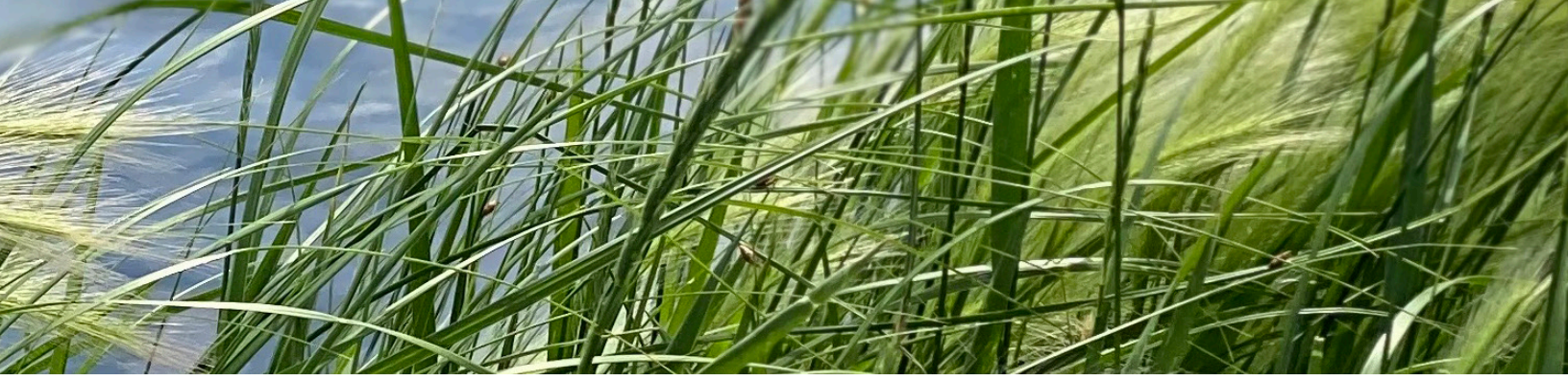
The City of Wyoming has an impressive community formed by the railroad. It has varying levels of park development with a direct connection to the Sunrise Prairie Regional Trail. Its location is ideal for many families who prefer a rural character and small town feel with an abundance of natural resources, yet within an easy drive to the Minneapolis metro area.

Wyoming's Park System Master Plan is a strategic and comprehensive plan that provides an overall community vision for the parks, trails and recreation for the City of Wyoming for the next 10 to 20 years to help guide development in line with a growing community.

This system plan is meant to provide recommendations that will guide future investments for development and improvements by establishing goals, policies and priorities in line with community need.



Source: <https://www.lakesnwoods.com/WyomingGallery.html>



# PLANNING PROCESS

A 10-month long planning process began with a kick-off meeting to discuss the vision and goals for the park system plan as a guide for the next 10 to 20 years to better meet the needs of the community.

A needs assessment with community engagement was conducted to identify how well the current system was functioning and to determine the greatest needs.

The assessment data in conjunction with community feedback was used to provide planning recommendations and priorities included in this system plan to be used as a guide for future initiatives. The plan draft plan went through a public review period with refinements made prior to final adoption by the Wyoming City Council.





# SUMMARY OF RECOMMENDATIONS

The following summary of recommendations includes short and long term initiatives for parks and trails based upon the vision statement and the following plan goals.

1. Create high-quality recreational experiences;
2. Improve connectivity throughout the community;
3. Provide equitable recreation meeting diverse demographics;
4. Ensure responsible growth in alignment with funding.

## PARK SYSTEM PLAN

The recommendations for parks were identified as follows:

1. Prioritize projects that serve the greater community, help promote the sense of place and community celebration and can help generate revenue.
  - » Railroad Park development
  - » Goodview park improvements
2. Prioritize projects that create high-quality experiences and meet existing needs in terms of proper access to quality recreation.
  - » Develop Sunrise Riverbank park in new neighborhood
  - » Redevelop Fireside Park
  - » Redevelop Verges Memorial Park.
3. Prioritize projects that meet needs for more equitable and balanced recreation.
  - » Complete Swenson Park improvements
  - » Develop pickleball courts
  - » Implement challenging, fitness and unique features
  - » Convert or develop ballfields for girls fastpitch
4. Prioritize budgetary methods to adequately staff and fund parks in line with available budgets.
  - » Review / update park dedication requirements
  - » Implement asset management plan
  - » Establish yearly Identify CIP budgets
  - » Seek out funding opportunities and partnerships





## TRAIL SYSTEM PLAN

The recommendations for trails were identified as follows:

1. Prioritize safe pedestrian crossings
2. Prioritize development of trails and sidewalks for improved connectivity
3. Require sidewalks in new developments
4. Plan for a trail along the old railroad corridor to connect to downtown
5. Coordinate with partner agencies for trails along roadways
6. Implement community wayfinding program

## HOW TO USE THIS PLAN

This plan is meant to be used a guide for the next 10 to 20 years. It is intended to be a living document with recommendations, standards and guidelines for system planning for park and trail development.

The plan should be reviewed, revised and implemented according to City Council and the Park Commission recommendations and approval. Recommendations within this document will require more analysis and planning prior to implementation.

It is recommended that the plan be reviewed by staff annually and updated comprehensively every ten years, due to the fact that economic conditions, funding opportunities, partnerships, and community needs continue to evolve over time.

## REPORT ORGANIZATION

The plan is organized into sections that cover various aspects of the system plan and is meant to provide information and findings for both broad general visioning (i.e.: general policies, strategic decision-making, setting priorities, and budget allocations) as well as day-to-day use by staff and those that will be implementing the plan to ensure a high level of consistency in interpretation.

The system plan is organized by the following sections:

- Section 1: Executive Summary
- Section 2: System Overview
- Section 3: Needs Assessment
- Section 4: Public Engagement
- Section 5: Park System Plan
- Section 6: Trail System Plan
- Section 7: Implementation Plan

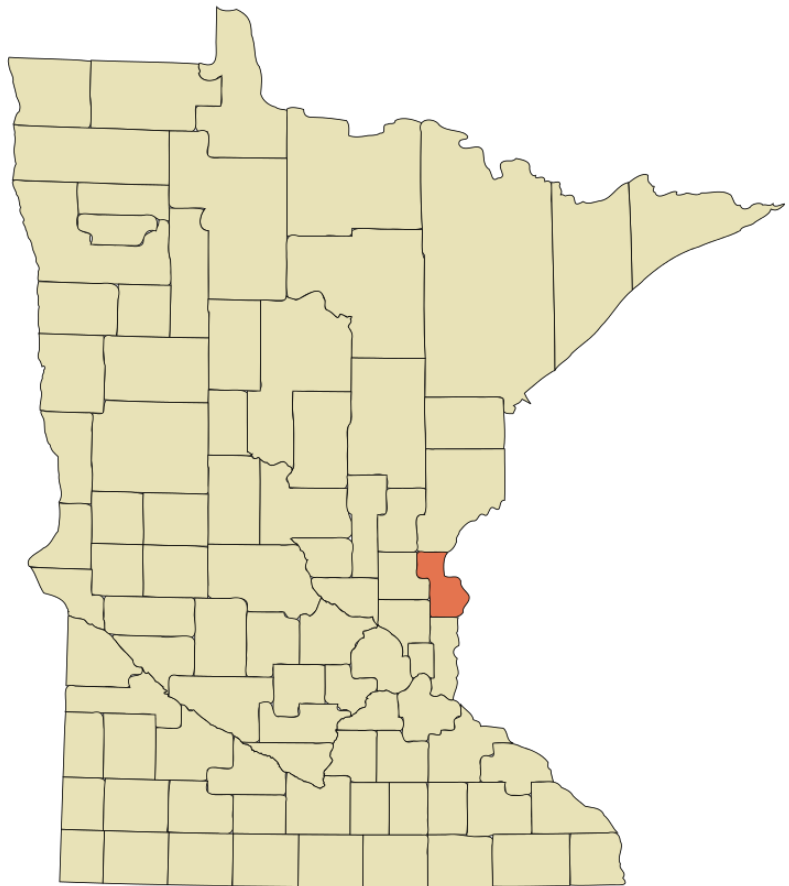
## 2. SYSTEM OVERVIEW

### INTRODUCTION & BACKGROUND

The City of Wyoming is located in Chisago County, north of the Minneapolis metro region. It is located directly along Interstate 35, allowing for a direct connection to the metro for commuting. The convenient access and its location that is currently more rural with an abundance of natural spaces makes it an appealing location for many residents.

The City of Wyoming was platted in 1869 and its development was spurred by the St. Paul and Duluth Railroad that extended to this location.

The abandoned rail line is still evident and Railroad Park is planned to pay tribute to the influence of the railroad.



*Source: By Arkyan - My own work, based on public domain information. Based on similar map concepts by Ixnayonthetimmay, CC BY-SA 3.0, <https://commons.wikimedia.org/w/index.php?curid=2933223>*



## PLANNING PROCESS

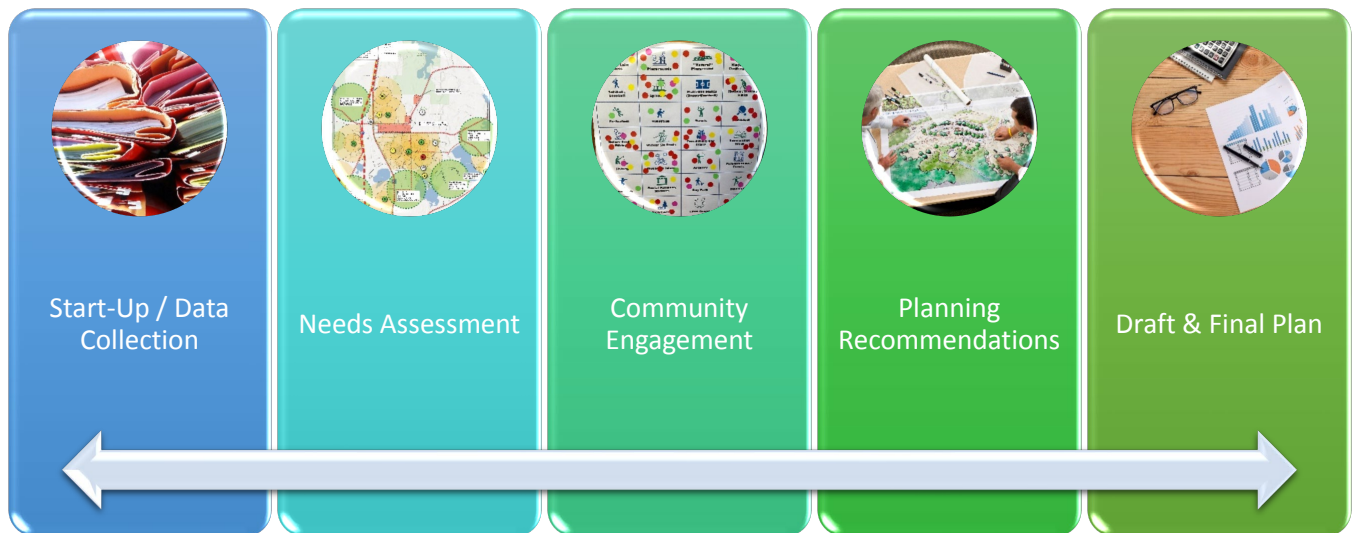
### PROJECT START-UP

The planning process began in September 2017 with a project start-up meeting with city staff to explore goals, objectives and visions for the park and trail system. This included a review of all prior planning documents, current plans and future objectives. A meeting was also held with the Park Advisory Commission for confirmation of primary goals for the system plan.



## NEEDS ASSESSMENT

A needs assessment was then undertaken that included data collection and an analysis of the existing park and trail system to understand how well it is currently functioning. This included high level analyses to determine how well the parks are servicing the community based on the level of development and location relative to residents. More in-depth assessments were also conducted at each site to determine the level of service based on age, condition, accessibility and overall design.



## COMMUNITY ENGAGEMENT

A critical piece of the planning process was community engagement to obtain input and feedback from the community and stakeholders to identify the greatest needs and demands. This was accomplished through an online interactive map called Social Pinpoint where users could drop pins and comments onto the map of Wyoming. Additional engagement was held at two community events to raise awareness of the project and to gather input. The findings from the needs analysis and community engagement process provided guidance to the development of recommendations for the parks and trails.

## RECOMMENDATIONS

The purpose of this park system master plan is to develop a comprehensive long-range vision for the park system in order to guide strategic improvements for implementation. This plan provides the framework and recommendations to guide investments for both short and long term projects in order to achieve the goals of the master plan. It is meant to be a living document that should routinely be evaluated and amended to remain in line with community needs.

# PARK VISION AND GOALS

## VISION STATEMENT

The following vision statement reflects the ideal park system needed to meet

## VISION STATEMENT

## PLANNING GOALS

The following goals were identified for establishing both short and long term priorities for parks, trails and outdoor recreation in Wyoming to better meet the needs and desires of the community.

- High-Quality Experiences: Wyoming strives to provide high-quality recreational experiences based on current needs and prioritizing proper management to keep existing amenities in a safe and quality condition.
- Improved Connectivity: Wyoming will strategize methods and coordinate with partner agencies to improve pedestrian connectivity throughout the community.
- Equitable Recreation: Wyoming parks will align improvement projects to ensure the recreational needs of diverse demographics and user groups are being met.
- Responsible Growth: Wyoming will focus on improvement and development projects that are in alignment with current funding and operational budgets to responsibly move forward.



# WYOMING PARK & TRAIL SYSTEM

## CITY PARKS

The City of Wyoming has a total of 18 listed park sites, 12 of which are developed to include recreational amenities, as follows:

- Ashton
- Asian Acres
- Banta
- Blue Spruce
- Centennial
- Comfort Park
- Fireside
- Goodview
- Hawk Meadows
- Liberty Ponds
- Lions
- Railroad
- Sunrise Ridge
- Swenson
- Tolzmann
- Verges
- Verges Memorial
- Whitetail Ridge

## PARK CLASSIFICATIONS

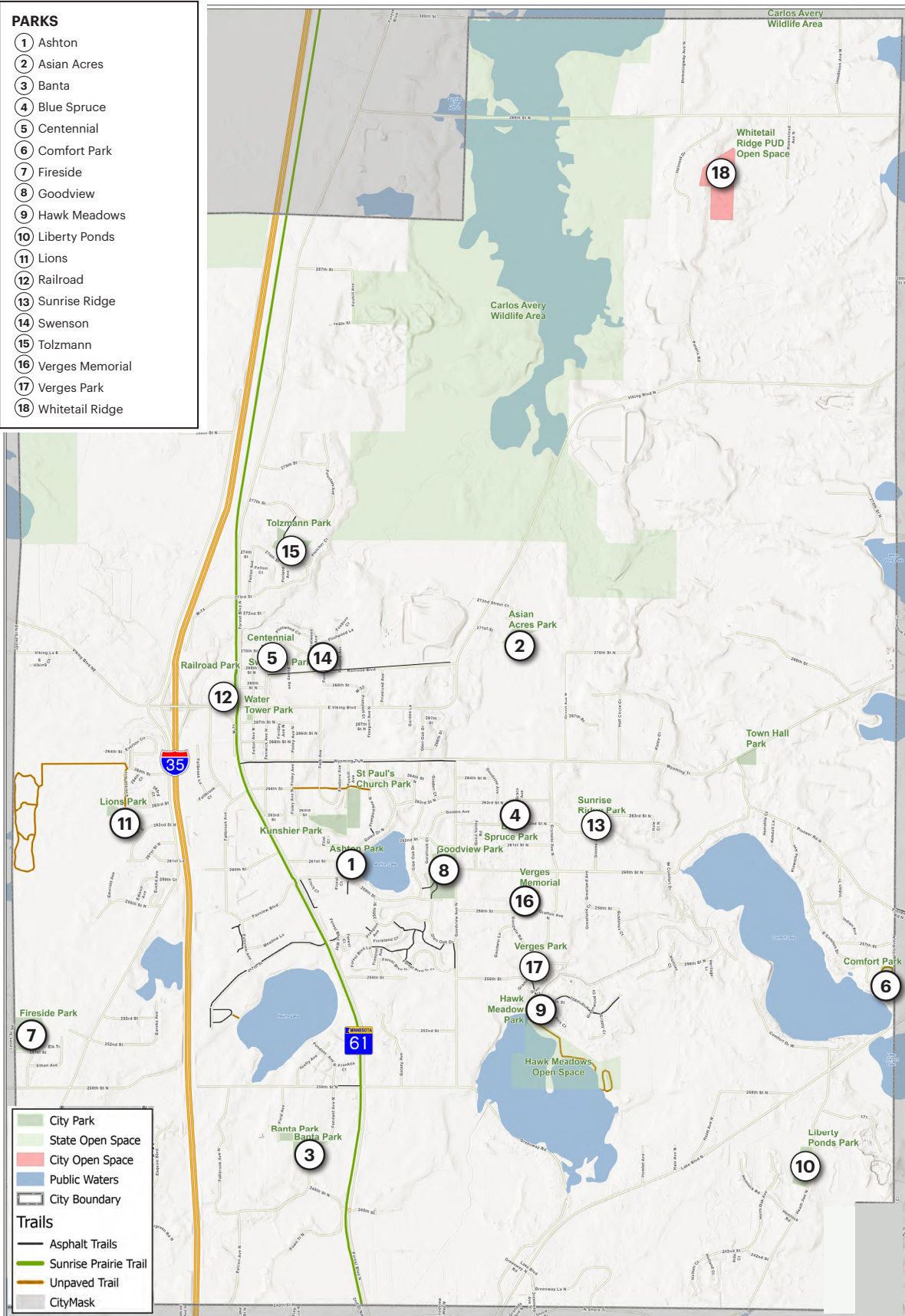
The parks are divided into the following categories based on a uniform system of classification developed by the National Recreation and Park Association (NRPA):

- Mini-Park: Mini-parks are intended to serve concentrated populations with a 1/4 mile service area and 1.5 acres or less in size with limited features. Considered a “walk-to” park. Mini park service levels are 0.25 to 0.5 acres per thousand people.
- Neighborhood Park: Intended to meet the day-to-day recreational needs of populations with up to a 1/2 mile service area and are typically 2 to 10 acres in size, though most fall in the 2 to 5 acre range. Can be strictly a “walk-to” park or can include parking facilities for greater accessibility depending on park size. Service levels are 1 to 2 acres per thousand people.
- Community Park: Parks that provide recreational facilities that appeal to a broad spectrum of users across the community with active and passive features, though some have more dedicated uses, such as athletic facilities. Can range from 10 to 50 acres and accessible by multiple modes of transportation. Service levels are 5 to 8 acres per thousand people.
- Special Use Park: Parks with a dedicated special use such as a memorial, pool, etc. Size varies greatly and service levels generally do not apply.
- Open Space / Natural Resource Park: Parks with a focus on preservation of open space and natural resource systems. Some may include natural trails or minimal development.
- Undeveloped: Parks not currently developed or to remain as open space.



## PARKS

- 1 Ashton
- 2 Asian Acres
- 3 Banta
- 4 Blue Spruce
- 5 Centennial
- 6 Comfort Park
- 7 Fireside
- 8 Goodview
- 9 Hawk Meadows
- 10 Liberty Ponds
- 11 Lions
- 12 Railroad
- 13 Sunrise Ridge
- 14 Swenson
- 15 Tolzmann
- 16 Verges Memorial
- 17 Verges Park
- 18 Whitetail Ridge



## Parks & Trails

Parks and Trail System  
Wyoming, MN



0 1,000 2,000  
Feet  
1 inch = 1,000 feet



The following chart provides an overview of the amenities available at each City of Wyoming park site:

| Parks & Recreation Areas             |                |       |             |                |               |                   |       |           |            |                 |               |              |               |                 |               |                            |
|--------------------------------------|----------------|-------|-------------|----------------|---------------|-------------------|-------|-----------|------------|-----------------|---------------|--------------|---------------|-----------------|---------------|----------------------------|
|                                      | Classification | Acres | Parking Lot | Picnic Shelter | Warming House | Playground Equip. | Trail | Ballfield | Basketball | Football Fields | Soccer Fields | Hockey Rinks | Skating Rinks | Sand Volleyball | Tennis Courts | Other:                     |
| PARKS - CITY OF WYOMING              |                |       |             |                |               |                   |       |           |            |                 |               |              |               |                 |               |                            |
| Ashton: 26120 Galen Dr               | M              | 0.4   |             |                |               | ◆                 |       |           |            |                 |               |              |               |                 |               |                            |
| Asian Acres: 270th Street            | U              | 3.27  |             |                |               |                   |       |           |            |                 |               |              |               |                 |               |                            |
| Banta: Fondant Ave                   | N              | 5.42  | ◆           | ◆              |               | ◆                 |       | ◆         |            |                 |               |              |               |                 |               |                            |
| Blue Spruce: 262nd Street            | N              | 3.75  | ◆           |                |               | ◆                 |       |           | ◆          |                 |               |              |               |                 |               |                            |
| Centennial: Fenwick Ave & 270th St   | SU             | 0.6   |             |                |               |                   |       |           |            |                 |               |              |               |                 |               | Memorial with picnic area  |
| Comfort Park: 25578 Iris Ave         | N              | 3.3   | ◆           |                |               | ◆                 |       |           |            |                 |               |              |               |                 |               | Disc Golf                  |
| Fireside: 4354 - 251st St            | N              | 12.42 |             |                |               | ◆                 |       |           |            |                 |               |              |               |                 |               |                            |
| Goodview: 26079 Goodview Ave         | C              | 14.75 | ◆           | ◆              |               | ◆                 | ◆     |           |            | 3               |               |              |               |                 |               | Skate Park & Gaga          |
| Hawk Meadows: 25419 Grail Court      | OS             | 2.6   |             |                |               | ◆                 | ◆     |           |            |                 |               |              |               |                 |               | Natural trails (+66 acres) |
| Liberty Ponds: 24588 Heath Ave       | U              | 8     |             |                |               |                   |       |           |            |                 |               |              |               |                 |               | Undeveloped                |
| Lions: 4815 - 263rd St               | N              | 2.8   | ◆           | ◆              |               | ◆                 | ◆     | ◆         | ◆          |                 |               |              |               |                 |               | Winter trails              |
| Railroad: Viking Blvd                | SU             | 0.5   |             |                |               |                   |       |           |            |                 |               |              |               |                 |               | Undeveloped                |
| Sunrise Ridge: 263rd St & Greene Ave | U              | 0.42  |             |                |               |                   |       |           |            |                 |               |              |               |                 |               |                            |
| Swenson: 26929 Flintwood Ave         | N              | 4.45  | ◆           |                | ◆             | ◆                 | ◆     | ◆         | ◆          |                 |               | ◆            | ◆             |                 | 2             | Gaga                       |
| Tolzmann: 274th & Finland Ave        | N              | 7.9   | ◆           | ◆              |               | ◆                 | ◆     | 2         |            |                 |               |              |               | ◆               |               |                            |
| Verges: 7665 Wyoming Trail           | M              | 0.22  |             |                |               |                   |       |           |            |                 |               |              |               |                 |               | Picnic table & sign        |
| Verges Memorial: 25915 Goodwin Rd    | N              | 1.24  | ◆           | ◆              |               | ◆                 | ◆     |           | ◆          |                 |               |              |               | ◆               |               |                            |
| Whitetail Ridge: 29134 Hillcrest Dr  | OS             | 22.92 |             |                |               |                   |       |           |            |                 |               |              |               |                 |               |                            |
| TOTALS:                              |                | 94.96 | 8           | 5              | 1             | 11                | 6     | 5         | 4          | 0               | 3             | 1            | 1             | 2               | 2             |                            |

**Key:**

M = Mini-Park  
N = Neighborhood Park  
C = Community Park  
SU = Special Use Park  
U = Undeveloped  
OS = Open Space / Natural Resource

## OTHER PARKS & RECREATION

There are additional properties within the city that also help contribute to the recreational needs of the community as follows:

- City of Wyoming Police Department: Located along Wyoming Trail / 22 and includes the police department and equipment storage. There is a ballfield that is currently designated as a proposed facility expansion area.
- Wyoming Elementary School: Located along Hwy 61; property contains a playground, hardcourts and various ballfields / turf fields with trail connections to adjacent neighborhoods.
- St. Paul's Church / Kunshier: The Church has some open space and basketball goals with a natural trail connection and adjacent Kunshier open space area. Offers limited recreation.
- Downtown Site: Open lot that once contained the water tower; used for some community event space.
- Carlos Avery State Wildlife Management Area: A large natural resource area located north of Wyoming. The site consists of approximately 24,000 acres of which about 1/3 is upland and the remaining wetlands, and popular for bird watching.

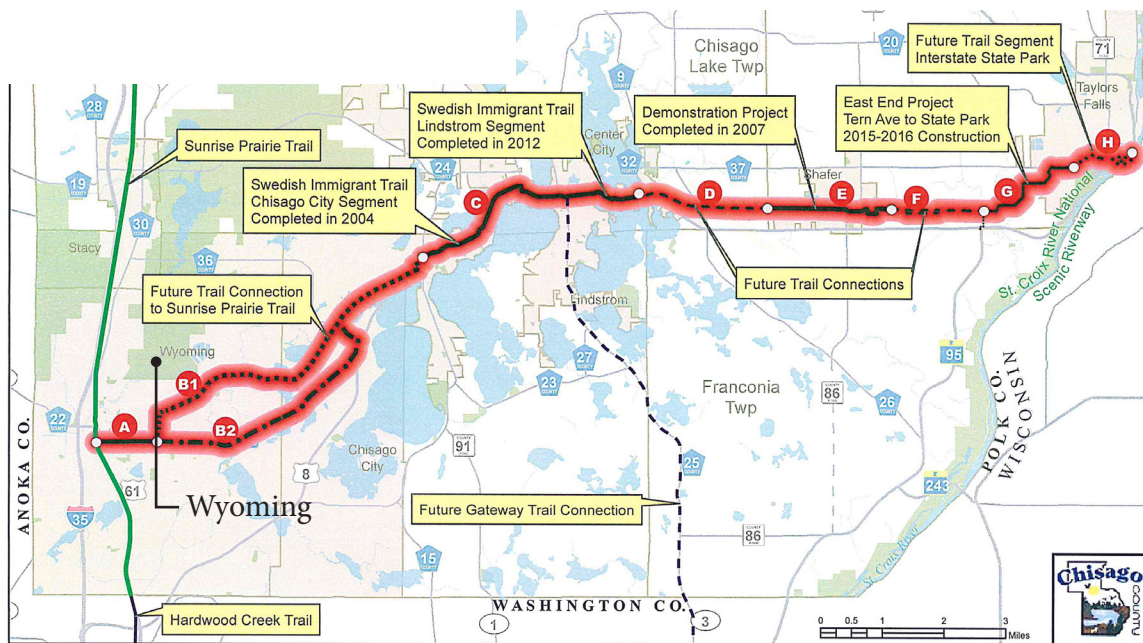




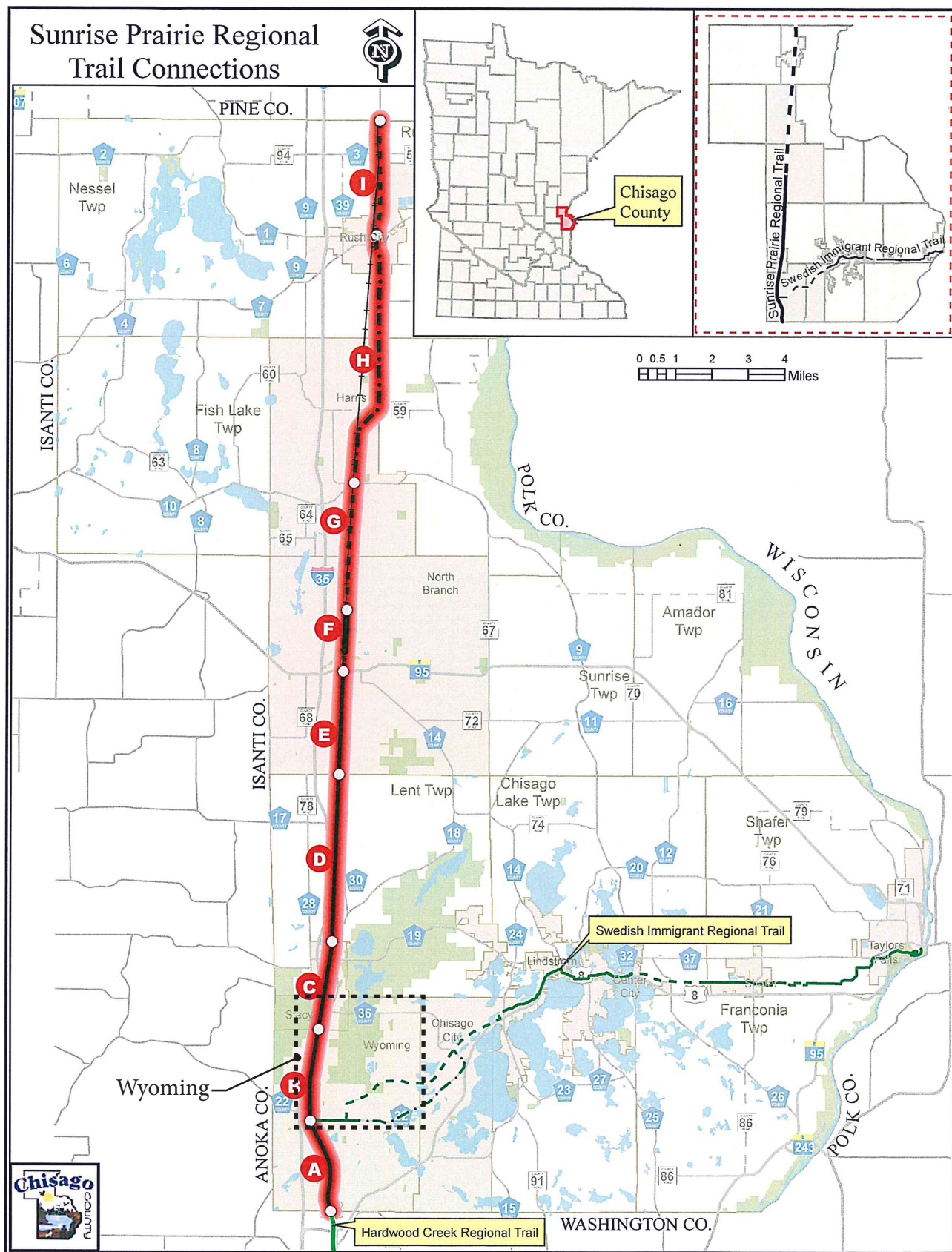
## TRAILS

The City of Wyoming has a few newer neighborhoods that have sidewalks and two parks with natural trails and a couple of locations with bituminous trails. Overall, the city is lacking pedestrian routes, however, the city is fortunate to have two regional trail systems through the community, providing regional connectivity. The following is a list of some primary trails in Wyoming.

- Lions Park Winter Trails: Trails through wetlands that can be accessed from Lions Park and due to wet conditions is considered a winter trail used for snowshoeing and cross-country skiing.
- Hawk Meadows Natural Trails: Natural trails that extend from the Hawk Meadows Park into the wetland property owned by the Wild River Audubon Society. The trails are used for walking/hiking and winter snowshoeing and cross-country skiing.
- Snowmobile Routes: There are identified snowmobile routes throughout the community, primarily in ditches.
- Sunrise Prairie Regional Trail: 26 miles of 10-foot wide paved trail along the west side of Hwy 61. The trail is identified as multi-use and allows non-studded snowmobiles. The trail is aligned through some scenic natural settings and connects to the Hardwood Creek Regional Trail in Hugo and planned to connect north to the Willard Munger State Trail.
- Swedish Immigrant Regional Trail: Portions of the Swedish Immigrant Trail have been constructed and, once complete, will connect to the Gateway Trail, Interstate Park, and Taylors Falls, to name a few. The trail will connect to the Sunrise Prairie Regional Trail in Wyoming. Several routes have been studied and will likely be aligned along Hwy 8.



Source: Swedish Immigrant Regional Trail Master Plan - Chisago County, Minnesota (June 17, 2015)



Source: Sunrise Prairie Regional Trail Master Plan - Chisago County, Minnesota (Aug. 5, 2015)

# 3. NEEDS ASSESSMENT

## OVERVIEW

Assessing the needs of the community is a critical first step in developing a park and trail system master plan because it represents those who it is intended to serve. Several methods of assessing the existing park and trail system of Wyoming were conducted to identify areas of greatest need. The City of Wyoming also engaged with the community members to ensure the residents had the opportunity to voice their concerns and provide input on what they valued most for outdoor recreation.

## DEMOGRAPHICS

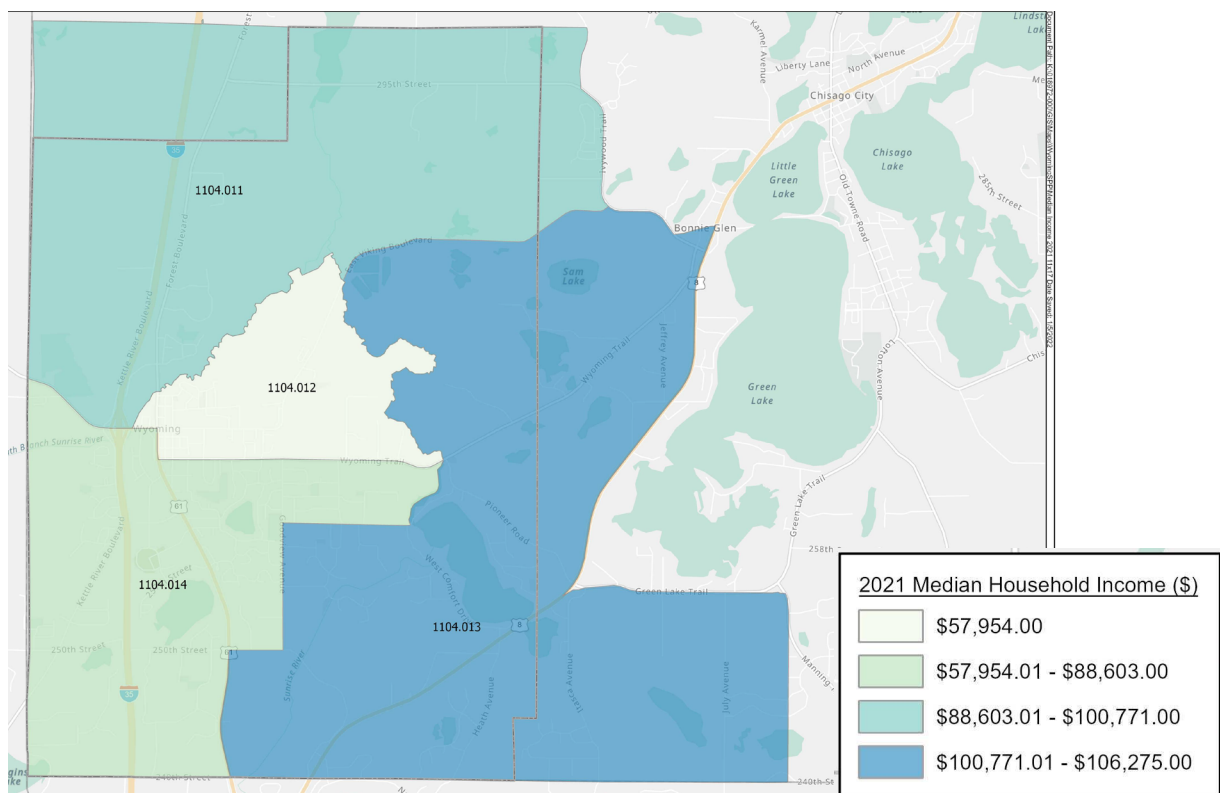
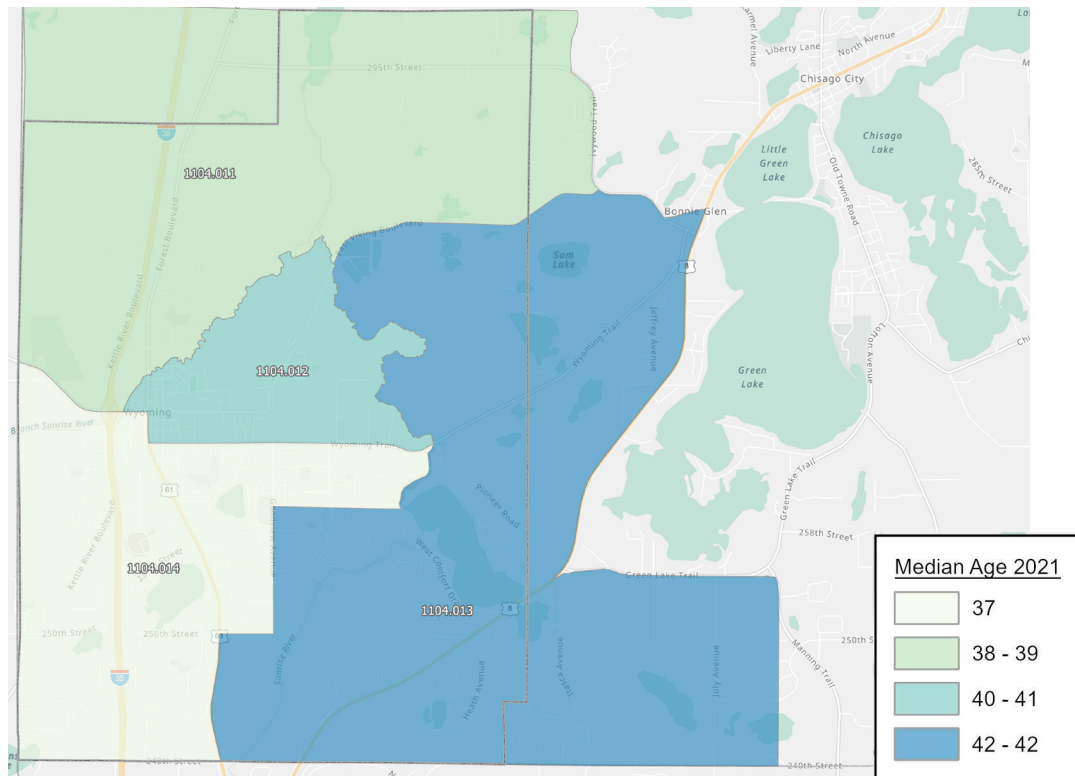
According to the 2020 United States Census Bureau, the current population of Wyoming is 8,309 while ESRI data suggests it is currently at 8,845 for 2021. The population in Wyoming since the 2010 census has grown an average of 6.42% with an average growth of slightly less than 1% yearly.

The average household income in Wyoming is \$97,474, the median age is 42.4 years and 99.32% of the population is white with 0.55% two or more races, and 0.13% Native American (World Population Review).

This shows that the vast majority of the population consists of families with kids and approximately 18% of the population falling in the senior category. There are many residential areas in Wyoming that contain large lots with room for private playground equipment, basketball hoops and more than adequate space for recreating at home. However, there are also areas with higher densities and lower incomes or aging populations that were considered during the planning process.

The following maps show current concentrations of the residents based on income and age.





## LEVEL OF SERVICE ANALYSIS

The level of service analysis provides a comparison of existing amenities in relation to benchmark standards. This includes a general comparison of the parks system based on NRPA averages to identify amenities that may be lacking in proportion to the community, though more importance is placed on input from the community. The analysis also includes site specific evaluations that rate the parks based on the current age, condition, design standards, and accessibility to determine how well they are, or are not, meeting community needs.

### NATIONAL STANDARDS

The NRPA (National Recreation and Park Association) publishes park amenity standards based on overall averages as a benchmark tool. Communities can obtain more tailored evaluations through the NRPA based on similar peer communities.

The table below shows a high-level comparison based upon NRPA averages as indicated in the 2020 NRPA Agency Performance Review. For purposes of this comparison, the 2020 Wyoming population of 8,309 was used, keeping in mind each community and each neighborhood within the community will have varying needs based on actual population demographics and its service area.

Also of importance is the average operating expenditures of \$81.19 per capita per year and 8.31 FTE's per 10,000 residents.

| Comparison to NRPA Averages            |                            |                            |                      |
|----------------------------------------|----------------------------|----------------------------|----------------------|
| Description                            | NRPA Averages              | Provided within Wyoming    | Assessment           |
| Parks per residents (total)            | 2,281 residents per park   | 460 residents per park     | Exceeds average      |
| Parks per residents (developed only)   | 2,281 residents per park   | 692 residents per park     | Exceeds average      |
| Acres of park land per 1,000 residents | 10.4 acres/1,000 residents | 11.4 acres/1,000 residents | Meets average        |
| Playgrounds                            | 1 per 3,750 residents      | 1 per 755 residents        | Exceeds average (11) |
| Basketball Courts                      | 1 per 7,400 residents      | 1 per 2,077 residents      | Exceeds average (4)  |
| Baseball Fields (Youth)                | 1 per 7,369 residents      | 1 per 1,662 residents      | Exceeds average (5)  |
| Soccer / Multi-Purpose Fields          | 1 per 9,000 residents      | 1 per 2,770 residents      | Exceeds average (3)  |
| Outdoor Ice Rink                       | 1 per 29,392 residents     | 1 per 8,309 residents      | Exceeds average (1)  |
| Outdoor Tennis Court                   | 1 per 4,858 residents      | 1 per 4,155 residents      | Meets average (2)    |

## SITE ASSESSMENTS

Parks with higher service levels and better trail access and design character tend to have a higher use by the community. Parks with lower service level rankings not only can have lower use, but this will often times lead to vandalism and other undesirable activities.

Each individual park was visited and evaluated to determine how well the park meets the recreational needs of its users based on design standards, condition, age, and accessibility. The scores were then tabulated and averaged. The assessments help identify parks that have liability issues or other needs that are more immediate. In some cases, minor improvements will increase the park ranking to a higher level, in other cases the park may need a complete redevelopment.

| Assessment Ranking Legend                                          |        |
|--------------------------------------------------------------------|--------|
| HIGH QUALITY - Meets or Exceeds Service Level, High Quality, Newer | 75% +  |
| GOOD - Meets Expected Service Level, Mid to Newer Range in Age     | 50-75% |
| MINIMAL - Meets Basic Service Level, Mid to Older Range in Age     | 25-50% |
| Poor - Not Meeting Service Level, Older in Age or Outdated         | < 25%  |

| Park Assessment Rankings |                           |         |         |
|--------------------------|---------------------------|---------|---------|
| Park Name                | Classification            | Acreage | Ranking |
| Ashton                   | Neighborhood Park         | 0.4     | 33%     |
| Asian Acres              | Undeveloped               | 3.27    | N/A     |
| Banta                    | Neighborhood Park         | 5.42    | 44%     |
| Blue Spruce              | Neighborhood Park         | 3.75    | 51%     |
| Centennial               | Special Use               | 0.6     | 33%     |
| Comfort                  | Neighborhood Park         | 3.3     | 58%     |
| Fireside                 | Neighborhood Park         | 12.42   | 5%      |
| Goodview                 | Community Park            | 14.75   | 70%     |
| Hawk Meadows             | Open Space Park           | 2.6     | 33%     |
| Liberty Ponds            | Undeveloped               | 8       | N/A     |
| Lions                    | Neighborhood Park         | 2.8     | 58%     |
| Railroad                 | Special Use (undeveloped) | 0.5     | N/A     |
| Sunrise Ridge            | Undeveloped               | 0.42    | N/A     |
| Swenson                  | Neighborhood Park         | 4.45    | 74%     |
| Tolzmann                 | Neighborhood Park         | 7.9     | 26%     |
| Verges                   | Mini-Park                 | 0.22    | N/A     |
| Verges Memorial          | Neighborhood Park         | 1.24    | 20%     |
| Whitetail Ridge          | Open Space Park           | 22.92   | N/A     |



The park level of service ratings help to identify specific recommendations to improve the service level of each park along with a set of overall priorities to address the park sites with the greatest needs.

The Level of Service Analysis map on the right color codes each park to correspond with its ranking and easily identify locations of parks with the greatest needs.

## **PARK LEVEL OF SERVICE**

### **RATING CRITERIA:**

- » Condition - What is the condition of the equipment or surfacing? Is it rusting, broken or not functioning properly?
- » Design - Does the amenity meet design standards (slope, orientation, etc)? Are there safe and effective circulation patterns? Is the site inviting and does it feel safe to users?
- » Accessibility - Is there an accessible route to amenities? Is there an accessible parking stall with signage and striping? Is the site easily accessed by pedestrians?
- » Age - How old is the equipment or surfacing? Is it new, mid-life or at the end of its lifespan and in need of replacement?

## **ACCESSIBILITY CONCERNS**

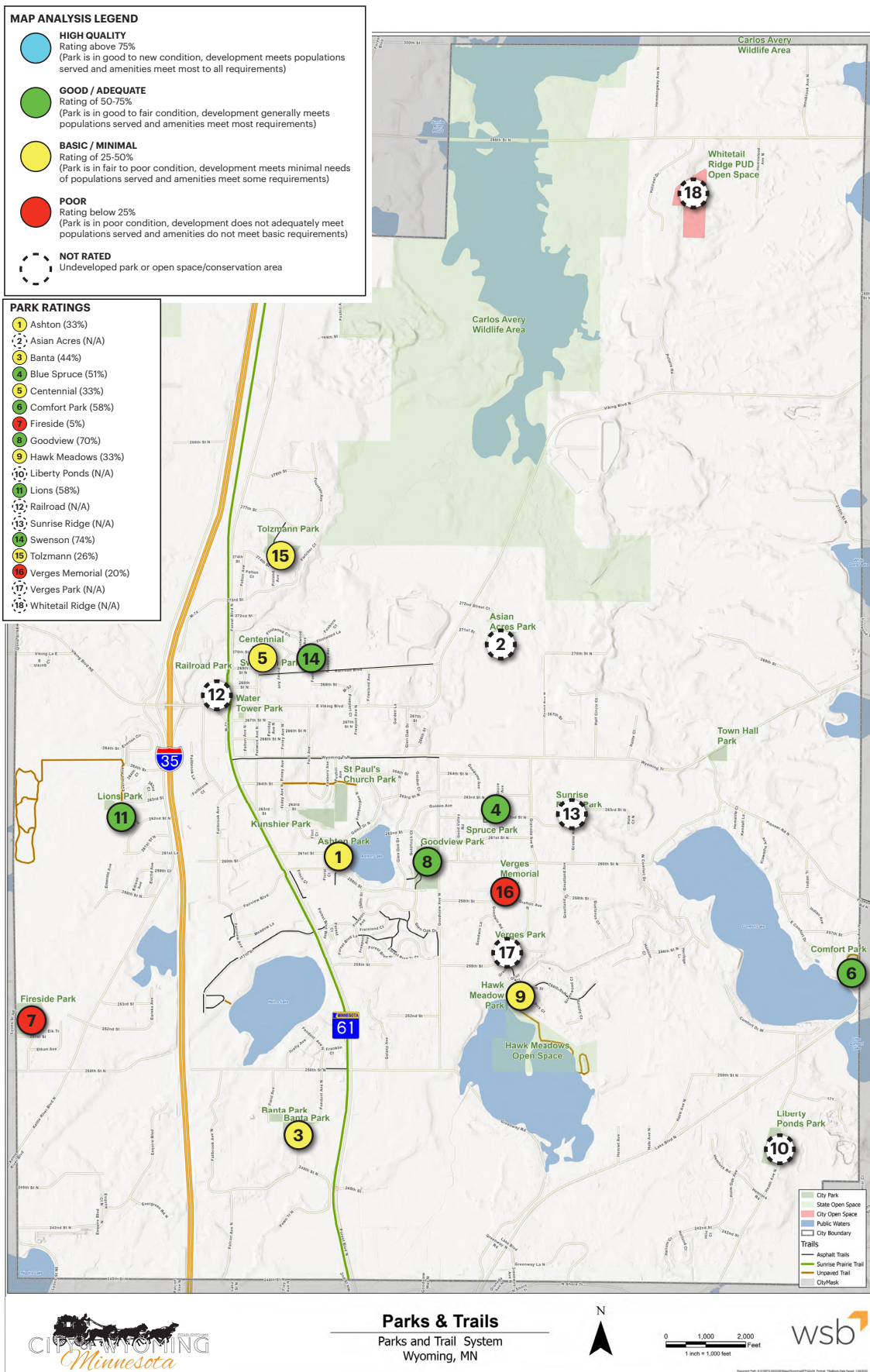
As with many park systems, accessibility and meeting ADA requirements are common items that affect the level of service ratings. It should be noted that when improvements are made to a park they must meet current accessibility requirements.

As an example; if the City decides to replace a playground at a park, not only does the equipment need to meet current ADA standards, but it must also have the proper surfacing, an accessible route to the equipment access points and transfer stations, and there must be an accessible walk/path leading into the playground container. Many times playground curbs cause a protrusion greater than a half inch, making the route non-compliant.

When making improvements, the City should consult a professional to ensure the park improvements meet the proper requirements.

## **ACCESSIBILITY STANDARDS:**

- » Provide an accessible route from an ADA parking stall to each park amenity (shelter, playground, court, etc)
- » Parking lots are required to have a minimum number of accessible stalls (including van accessible stalls) dependent on the total number of stalls provided in the lot with access aisles not to exceed 1:48 grade.
- » Accessible routes (trails and sidewalks) have a maximum 1:20 running slope and a maximum 1:48 cross slope. There are also standards on width, surfaces, landings and passing zones. No obstacles over 1/2" height are allowed on accessible routes.
- » Connections from streets to the park may require pedestrian curb ramps with truncated domes.
- » A certain percentage of park site amenities must be accessible, this includes drinking fountains, grills, tables and benches.
- » Standards, guidelines and exceptions may change. Before making improvements, verify with Minnesota's Accessibility Code, available online, and verify with local codes which may have differing requirements.



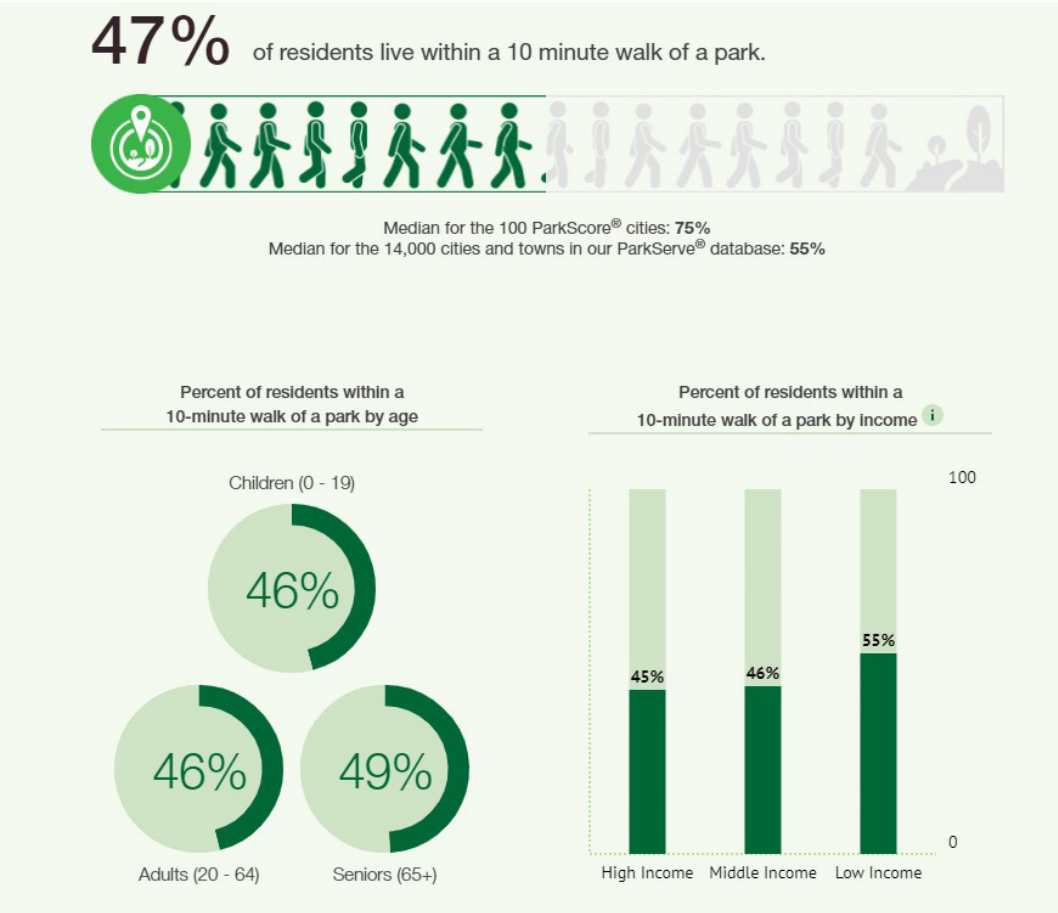
## Park Level of Service Analysis

Wyoming, Minnesota  
March 2022 | WSB Project number: 018972-000

# SERVICE AREA ANALYSIS

The NRPA recommends a guideline of having a quality park within a 1/4 to 1/2 mile from a place of residence, which is considered a 10-minute walk. This is a general guideline used to identify locations where large gaps in the system may exist and to help guide future park locations. It is important to note that this 1/2 mile distance needs to take into consideration barriers that can limit or prohibit a person being able to access a park. This may include large roadways, railroad tracks, or even natural features such as waterways. Interstate 35 and Hwy 62 are examples of primary barriers within Wyoming. Ensuring there are safe and adequate pedestrian crossings over these barriers are important plan goals.

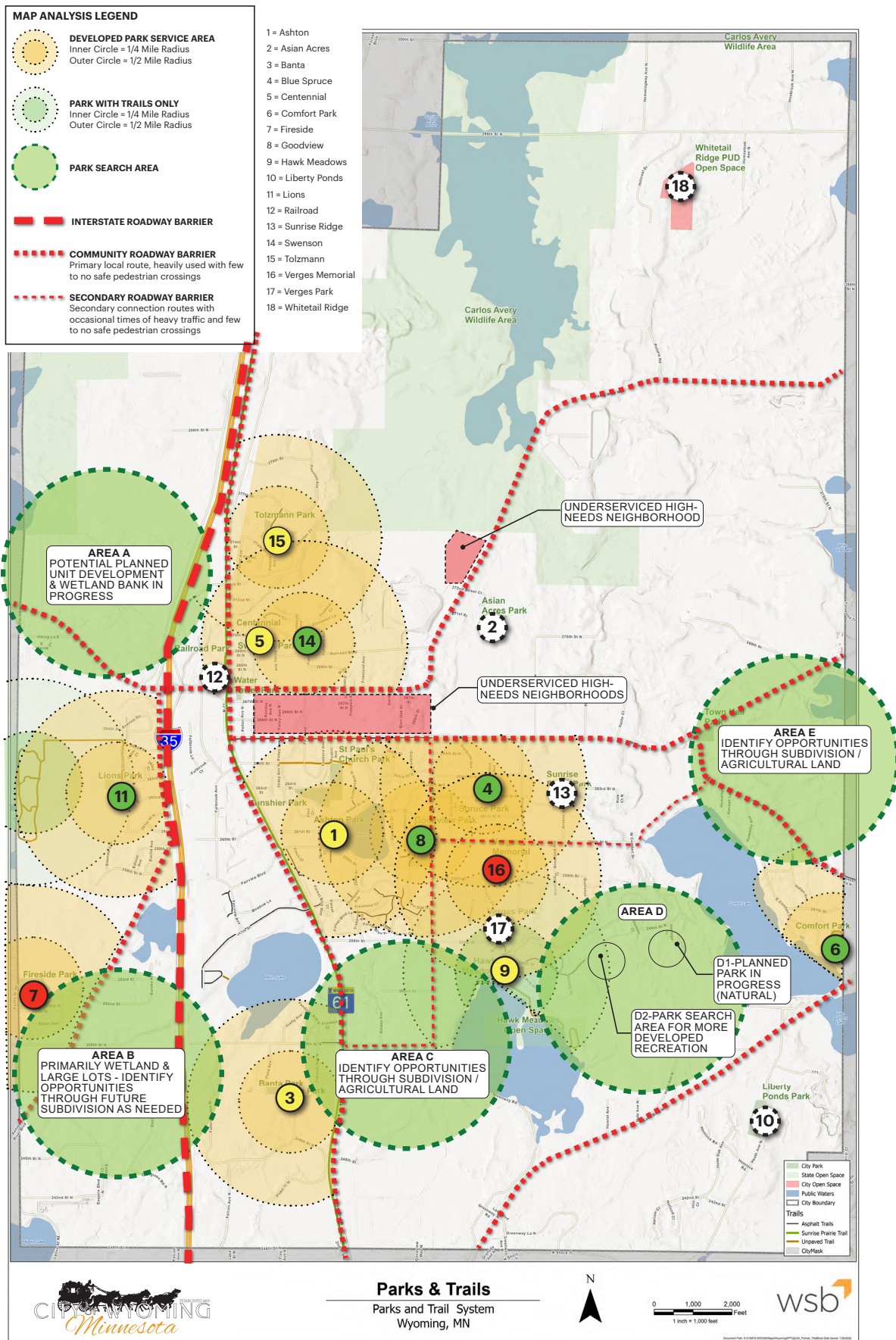
Using ParkServe, an online mapping tool provided by the Trust for Public Land, it shows that 47% of Wyoming residents live within a 1/2 mile distance of a park. For comparison of nearby communities, North Branch shows 23% of its residents live within a 1/2 mile distance, and 57% of Forest Lake’s residents live within this distance.



Source: ParkServe by the Trust for Public Lands

The map on the following page illustrates the existing park service areas based on a 1/4 to 1/2 mile distance with major barriers shown and its park ranking. It also identifies potential underserved neighborhoods based on existing demographics with park search areas noted to better meet current and future populations with improved access to a quality park. Trail development is also used to improve access to populations currently outside the service areas.





## Park Service Area Analysis

Wyoming, Minnesota  
 March 2022 | WSB Project number: 018972-000



## ANALYSIS FINDINGS

The analyses that were conducted help to identify the neighborhood areas with the greatest needs based on the park location and current level of service. Some findings include the following:

- Fireside Park is ranked very poorly and is now a liability to the City. It does not meet the needs of a neighborhood which does not have additional parks to rely on. The site has many opportunities to provide an improved park experience meeting broader user groups.
- Verges Memorial is ranked poorly. However, this neighborhood service area is also supplemented by Goodview Park & Blue Spruce Park which makes it lower in priority than Fireside. Vergas Memorial remains important as it will also help serve planned neighborhoods to the east.
- Tolzmann Park has a ranking that barely keeps it in the minimal category and due to the types of recreation provided, is able to meet varying user needs.
- There are some isolated neighborhoods that, through potential trail/walk connections, could have improved access to parks. These may be located in areas where it is less feasible to add additional parks.

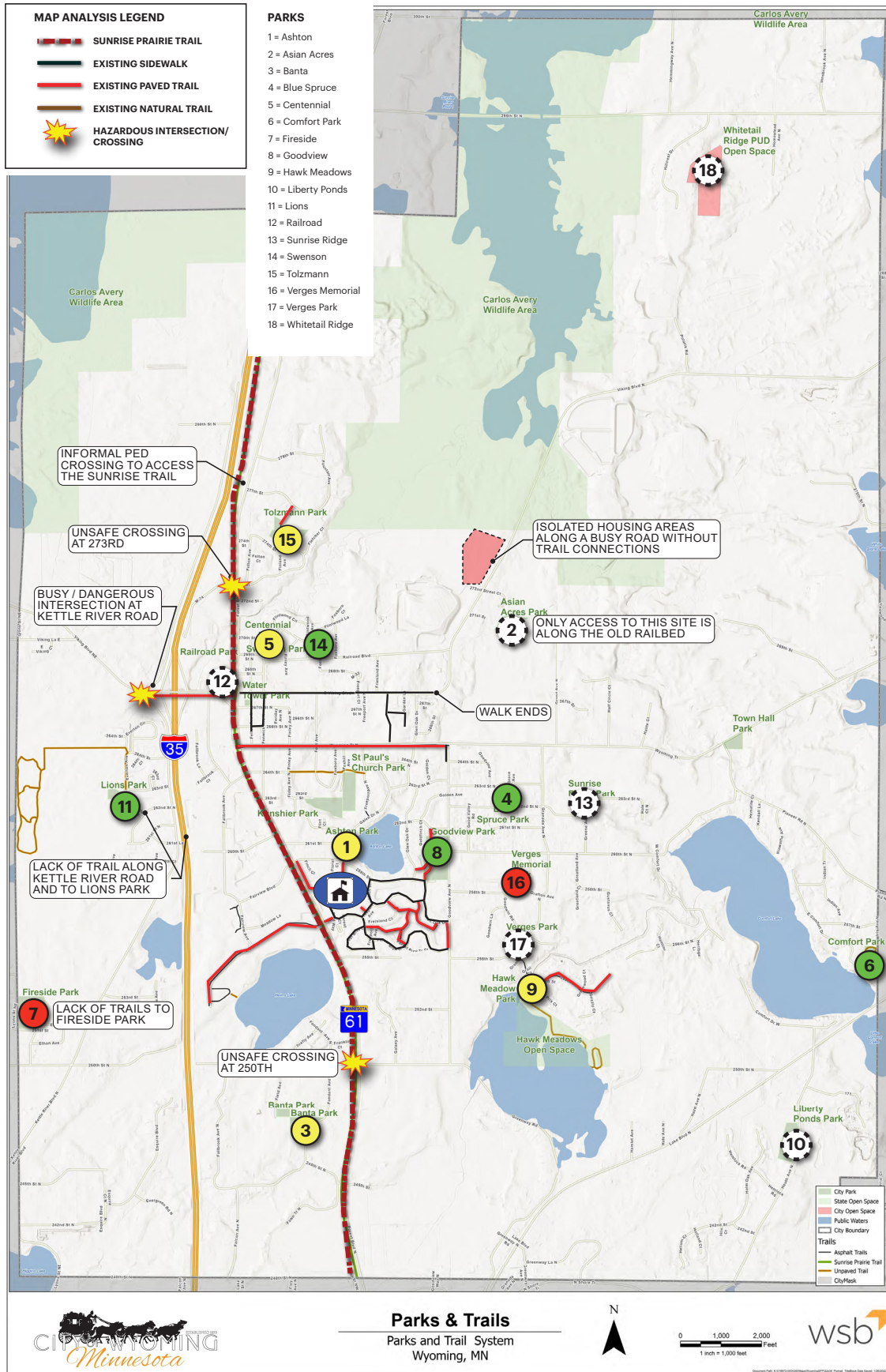


## TRAILS ANALYSIS

While the Sunrise Prairie Regional Trail is a highly desired community amenity, the remaining areas of Wyoming have very few pedestrian trails or walks. Many parks cannot be safely or easily accessed by walking or biking. The large and busy roadways also pose concerns with a need for safe crossings to access destinations such as parks, schools and the regional trails.

The following map identifies some areas of concern regarding pedestrian routes. Refer to Recommendations for additional trail information.





## Trails Analysis

Wyoming, Minnesota  
March 2022 | WSB Project number: 018972-000



# RECREATION TRENDS ANALYSIS

Trail use continues to be a major recreation trend nationwide, with the most popular outdoor activities being running, jogging and biking. This holds true for Wyoming with the primary comments through public engagement focused on trails. The Sunrise Prairie Regional Trail is highly popular and many are anticipating the future connection to the Swedish Immigrant Trail. There were also comments related to the natural winter trails at Lions Park and Hawk Meadows Park, which are also valued.

## RECREATION TRENDS

### ORGANIZED SPORTS

There have been shifts in some organized sports over the past decade. Football and baseball are seeing decreased participation rates while field sports, such as soccer, lacrosse and rugby, are increasing in participation. According to the NRPA, the pandemic increased the overall decline in organized athletics with approximately 3 in 10 youth not returning to organized sports.



### PICKLEBALL

Nationwide there is an increased pressure for pickleball courts with the rise in its popularity not only for senior demographics, but with younger participants as well. This activity is popular for the fitness aspect but also for socializing. Pickleball is most successful in locations where noise is not a significant factor and where the court layouts can accommodate multiple groups with spaces for socializing.



### CANINE COMPANIONS

Park and trail users are showing a higher interest in canine companions and bring them to parks, community events and programmed activities. Along with this use comes the increased demand for dog parks, particularly ones that have water bodies to allow dogs to play, cool off and train for retrieving. The NRPA states that 68% of people stated dog-friendly policies affected their decision to buy or move.



### UNIQUE & CHALLENGING EXPERIENCES

Other trends include a desire for more unique and challenging elements such as ninja warrior and fitness courses that appeal to older youth and adults (both indoor and outdoor). Residents are looking for variety and more unique experiences. Ensuring that park development does not take a “cookie-cutter” approach to development is important to meeting these needs.



### COMFORT & CONVENIENCE

Comfort and convenience remain a top priority for recreation. Parks must be easy to access and restrooms remain a high demand for many users. Ensuring cell service and wifi accommodations with locations to charge smart devices is increasing in demand. This is especially a concern for locations where gatherings take place, such as rentable shelters. Shelters must also be able to adequately handle electrical needs without blowing a fuse since many users are unlikely to find city assistance on a weekend.





## FOUR-SEASON RECREATION

With an increase in the overall desire to get out of the house for fitness and to connect with nature, many desire increased opportunities to recreate outdoors during all four seasons.

Wyoming residents currently value the winter trails at Lions and Hawk Meadows, as well as the snowmobile routes through the community. Fall and spring are also prime times to use trails and natural areas due to the more seasonable temperatures and lower issues with insects.



## PROGRAMMING TRENDS

Some of the biggest trends related to successful recreation programming have to do with the overall convenience of attending the program (think beyond standard weekday hours), programs focused on community celebration, and the ability to try new activities. Wyoming events have met needs in terms of convenience and community celebration. Some events even attract visitors from other communities.

The NRPA provides examples of successful programs that included one program that allowed participants the ability to “sample” multiple sports at one event to encourage an interest for youth and adults. Another successful program was an event in Cottage Grove called a Pumpkin Chunkin Party that included showing up in costumes with a variety of methods to use and smash pumpkins. Keeping programs fun and interesting will continue to attract use.

The following are examples of some other popular programs.

- » Yoga with animals
- » Family fitness / challenge events (adventure races, etc.)
- » Try new activity (mountain biking, paddleboard, mini-golf, skiing, camping)
- » Board game night
- » Therapeutic recreation and fitness
- » Cultural events
- » HIIT cardio classes
- » Excursion trips - half to full day (kayaking, hiking, etc.)
- » Painting or yoga in the park





## BARRIERS TO RECREATION

There are many barriers to recreation, many that were attributed to busy lifestyles with a lack of time. Since the onset of the pandemic, many more people worked from home and many also had kids at home who were no longer participating in organized sports due to restrictions. These restrictions resulted in a dramatic increase of park and trail users who were seeking a connection to nature, a method to get in exercise and enjoyed spending time with their kids. The previous barrier related to lack of time has since been altered as many people still choose to work from home and have continued to spend time outside recreating. It is unclear at this time if this will continue or if our busy lifestyles will be commonplace once more.

One of the more common barriers is a lack of awareness. With many new developments bringing in new residents, there is a lack of awareness of the current park and trail system.

There are many other factors beyond lack of awareness that can create barriers for participation in outdoor recreation but understanding the barriers will allow potential methods to overcome them.

### **BARRIERS TO PARTICIPATION IN RECREATION**

- » Lack of leisure time
- » Programs are not offered at convenient times for working adults
- » Multitude of opportunities for leisure competing with parks and trails recreation
- » Lack of transportation or parks aren't easily accessible to participants (safe sidewalk routes)
- » Concerns about safety in the parks
- » Cost of entry (fees) and costs for specialized equipment (ex: mountain bikes, camping gear)
- » Lack of awareness of programs, parks, trails available for public use
- » Language barriers

Source: Greater Minnesota Regional Parks and Trails Strategic Plan



# 4. PUBLIC ENGAGEMENT

## OVERVIEW

Engagement with the local community is crucial in determining what the current needs and desires actually are. Engagement also provides valuable information on the existing system from those who use the parks and trails and have a much better understanding of what is working well and what isn't. The public engagement efforts for the planning process included several methods to obtain input, review and feedback from the community.

## ENGAGEMENT PROCESS

### ONLINE PLATFORM

The use of an online platform called Social Pinpoint was used to reach a broader audience. The interactive project map was online for the duration of the project to gather input on the park and trail system.

There was a total of 85 comments left on the Social Pinpoint page. The full responses can be found in the Appendix. Some primary themes from the input included the following:

- Trails and pedestrian routes were highly commented on
- Goodview Park is a popular park with some requests for additional amenities
- Swenson Park had many comments on recent improvements with a desire for more challenging playground pieces

The screenshot shows a web interface titled "Wyoming Parks and Trails System Plan". It features a header with the "CITY OF WYOMING Minnesota" logo. The main content area includes a welcome message, an explanation of the interactive map, and a list of steps for using the map. Below the steps, there is a "Leave us your comment" section with a form for providing feedback. The form includes fields for "First name", "Last name", "Phone", "Phone Number", "Zip code", and "Zip code". There are also checkboxes for "Remember" and "Anonymous".

**Wyoming Parks and Trails System Plan**

Welcome to the City of Wyoming Park & Trail System

The City of Wyoming is developing a master plan for the parks and trails throughout the community and specifically need your input for the anticipated Railroad Park development project.

**Here's how to use the map:**

There is an interactive map with icons at the top of the page that you can drag and drop onto the city map to leave a specific comment or idea. Let us know which parks you visit, what you like about them, and what you would like changed, added or improved. Let us know what trails you use or where additional trails and crossings are needed.

Here are the steps to drag and drop an icon:

1. Zoom and pan to the area of the map you want to provide a comment on.
2. Select one of the icons at the top of the page that best fits your comment and drag and drop to the location of the map you want.

Drag to comment >

3. A pop up box will appear for you to fill in your name and email address. Select the "Remember" box to avoid having to enter your information each time you make a comment. Please note that your name and email is required but will NOT be displayed so your comment will remain anonymous.

Leave us your comment

Comment \* (required)

First name Last name

Phone

Phone Number

Zip code

Zip code





## COMMUNITY EVENTS

Attendance at two community events were undertaken. This included a table with boards and information to raise awareness of the project, as well as to gather input on the existing system.

**Event #1 - Tree Lighting Ceremony:** Held December 4, 2021 in Railroad Park. This was a popular event with many in attendance and included a variety of demographics from families with young children, to groups of teens and older adults. Input was provided with numerous comments on the popularity of trails, snowmobile routes and the desire to keep the rural feel of Wyoming.

**Event #2 - Touch-a-Truck Event:** Held June 4, 2022 at the Police Facility. The event resulted in more than 300 vehicles arriving almost immediately and stayed full through the full event. The vast majority of the attendees were families with younger kids with some families coming from longer distances just for the event.



## OPEN HOUSE

One open house meeting was held with one person in attendance.

## SOCIAL MEDIA

The City of Wyoming utilized their social media to advertise upcoming events and promote engagement in the planning.

## ENGAGEMENT FINDINGS

The community engagement process provided some general themes from the input. Refer to the Appendix for the list of comments and feedback.

## SENSE OF COMMUNITY

- Don't affect current rural feel of community; this is the reason many choose to live here
- Like the events that bring the community together to celebrate
- Locations west of I-35 want to feel more included as part of Wyoming
- Like the proposed Railroad Park plan

## PARK IMPROVEMENTS

- Goodview Park highly popular - requests for additional amenities (hockey rink, basketball court, pickleball, loop park trail, splash pad)
- Tolzmann Park popular, more cut-off from community, needs trail connections
- More events for teens, young adults
- Swenson Park needs more robust playground equipment
- Fireside Park is very outdated and in need of redevelopment



## Wyoming Parks & Trails Master Plan



WE NEED  
YOUR INPUT!

Please join us for an Open House Public Input Meeting on Tuesday, December 14th

Location: Wyoming Public Library  
Time: 4:00 - 6:00 p.m.

Stop by anytime within the timeframe above to join the conversation, ask questions, and share your ideas, concerns and goals for the Wyoming Parks & Trails Master Plan.

Don't miss out on this opportunity to have your voice heard!



If you are unable to attend the neighborhood meeting, you may also provide comments and ideas on our interactive project website at: <https://wsb.mysocialpinpoint.com/wyoming/#/> or scan the QR code.

You may email Candace Amberg, the project consultant, directly at [camberg@wsbeng.com](mailto:camberg@wsbeng.com).

**CITY OF WYOMING Minnesota**

Place a dot on items you feel are important to keep or to add

|                           |                           |                                    |                                  |
|---------------------------|---------------------------|------------------------------------|----------------------------------|
| Beaches/Lake Access       | Playgrounds               | "Natural" playground               | Ninja Warrior/Challenge Course   |
| Softball/Baseball         | Splash Pad                | Multi-use Fields (Soccer/Football) | Hockey/Shooting Rinks            |
| Basketball                | Volleyball                | Tennis                             | Pickleball                       |
| Nature Trail/Hiking       | Winter Ski Trails         | Paved Multi-use Trails             | Snowmobile Trails                |
| Fishing                   | Mountain Biking           | Archery                            | Performances/Events              |
| Skate Park                | Rental Pavilions/Shelters | Dog Park                           | Disc Golf                        |
| Community Gardens         | Picnic Area               | Lawn Games                         | Education/History/Interpretation |
| Outdoor Fitness Equipment | Non-Motorized Watercraft  | Restrooms                          | Natural Scenery/Wildlife Viewing |
| ATV/ OHV                  | Public Art                | (Other)                            |                                  |



## TRAILS, TRAILS AND MORE TRAILS

- Sunrise Prairie Regional Trail is highly popular and valued by residents
- Swedish Immigrant Trail - many are anticipating its completion through the community and would love to see it follow along the old railroad line vs the planned route along Hwy 8
- A desire for a safe pedestrian route along Kettle River Blvd for pedestrians to access Lions Park, as well as for bikers to safely travel along this corridor
- East Viking Blvd needs safe pedestrian walks - extend out to mobile home park
- Need more pedestrian connections to Goodview Park
- Snowmobile Trails - some concerns with routes that are plowed for pedestrians
- Like Hawk Meadows and Lions winter trails; like groomed winter trails
- Need mountain bike trails - some go to St. Croix Woolly trail currently
- Love nature trails & hiking
- ATV / side-by-side trail routes desired







## 5. PARK SYSTEM PLAN

### OVERVIEW

Wyoming's inception was predicated on the extension of the railroad line through this area. The City and community are in support of highlighting the influence of the railroad through the proposed developed at Railroad Park as well as looking at options for further trail development along the abandoned rail corridors.

Parks, trails and the abundant natural resources are significantly valued by the community. The system plan builds upon the existing infrastructure and provides recommendations that are in alignment with community values for a balanced and equitable system.

The recommendations may contain general descriptions or schematic concept plans to illustrate a particular appearance or general design ideas but is not considered to be a final design approach. When it comes to final decision-making regarding proposed improvements, developments or planning, it is highly recommended to approach each project with continued input from stakeholders. Stakeholder buy-in is essential for a successful project to ensure the project meets the needs of those it is intended to serve. Swenson Park is a prime example of how important stakeholder involvement is in order to meet expectations, otherwise the residents will not continue to support funding for future park improvement efforts.

It is equally important to approach projects and recommendations in line with overall city goals and priorities and not just according to the latest demand by a particular group. The city should conduct ongoing evaluation of priorities on a routine basis to account for any changes, trends and opportunities that may arise and adjust priorities as necessary to ensure the recreation is balanced.





## PARK STANDARDS

As stated in Chapter 2 - System Overview, the parks are divided into varying categories based upon their size, purpose and level of development. The following standards identify the park standards used for this planning study.

## MINI-PARKS

Mini-parks are facilities that are intended to serve concentrated populations residing generally within 1/4 mile of park sites and provide a limited array of recreational opportunities for short stays. The Mini-park standard is 0.25 to 0.5 acres of park land per 1,000 people.

They may contain:

- » Small, single age playground
- » Bench
- » Receptacles
- » Park sign

## NEIGHBORHOOD PARKS

Neighborhood parks are intended to meet the day-to-day recreational needs of populations with up to a 1/2 mile service area and are typically 2 to 10 acres in size. Service levels are 1 to 2 acres per thousand people.

They may contain:

- » Multi-age playground
- » Benches & picnic tables
- » Receptacles & bike racks
- » Picnic shelter
- » Basketball court - half or full
- » Trails / walks
- » Open lawn
- » Park sign

Optional:

- » Skating / hockey rink
- » Warming house
- » Tennis court
- » Volleyball
- » Parking lot
- » Athletic field (ballfield, soccer)

## COMMUNITY PARKS

Community parks provide recreational facilities that appeal to a broad spectrum of users across the community with active and passive features, though some have more dedicated uses, such as athletic facilities. Can range from 10 to 50 acres and accessible by multiple modes of transportation. Service levels are 5 to 8 acres per thousand people.

They may contain:

- » Large multi-age playground
- » Benches & picnic tables
- » Receptacles & bike racks
- » Picnic shelter (group options)
- » Grills
- » Dedicated athletic facilities
- » Loop trails
- » Specialty trails
- » Natural resources
- » Restrooms
- » Basketball court - full
- » Open lawn
- » Park sign
- » Skating / hockey rink
- » Warming house
- » Tennis / pickleball court
- » Volleyball
- » Parking lot
- » Splash pad
- » Skate parks



## SPECIAL USE PARKS

Special-use facilities serve a designated purpose which often cannot be found in a typical park. Examples of special-use facilities can include:

- » Memorials
- » Beach or lake access
- » Outdoor pool or waterpark
- » Athletic complex
- » Pump track / mountain bike trails
- » Disc golf course
- » Ice arena
- » Dog park

## NATURAL RESOURCE PARKS

Parks with a focus on preservation of open space and natural resource systems.

They may contain:

- » Parking
- » Walking and hiking trails (many natural-surfaced)
- » Overlooks
- » Nature play elements
- » Interpretation / educational elements

## RECOMMENDATIONS

The recommendations of this plan are meant to address the needs of the existing system in alignment with the park system vision and goals.

While the parks have been well maintained and are in fair condition, many amenities are reaching the end of their useful life. Proper accessibility is also a concern with many amenities lacking a required access route to meet ADA guidelines.

Primary recommendations relate to replacement of outdated amenities, improving accessibility and making improvements to meet broader use groups and demographics. Recommendations also address adding future parks in alignment with growing neighborhoods.

Each park is identified with existing amenities followed by recommendations for consideration.





## PARK RECOMMENDATIONS AND PRIORITIES

The needs analysis provided the data necessary to develop recommendations to the park system to improve overall quality with a focus on making improvements that create a more balanced and equitable system. The individual site assessments also provided levels of need based on current conditions in order to develop a set of priorities for improvements.

The following map illustrates the individual parks for general recommendations which are color coded based on level of priority for making improvements.

- » RED = High Priority
- » YELLOW = Medium Priority
- » GREEN = Low Priority
- » WHITE = Not Rated

Each individual park on the following pages will identify the existing park site and built features followed by general recommendations with a corresponding estimate of probable costs. All estimates are in 2022 costs and are at a high-level suitable for general budgeting purposes. They do not take into consideration site specifics that will affect actual costs. It is also recommended to add in a minimum contingency of 20% of the total estimates to account for construction unknowns and related costs for professional engineering and permitting. The estimates should also add in approximately 3% yearly to account for inflation.

More in-depth information on priorities and estimation can be found in Section 6 - Implementation.





# ASHTON

**Address:** 26120 Galen Dr

**Park Classification:** Mini-Park

**Size:** 0.4 acres

## DESCRIPTION

Mini-park located along narrow side streets with a playground and some site furnishings. The mature trees are aesthetic and provide shade. The site has perimeter chain link fence which detracts from the pleasing park setting.

## AMENITIES

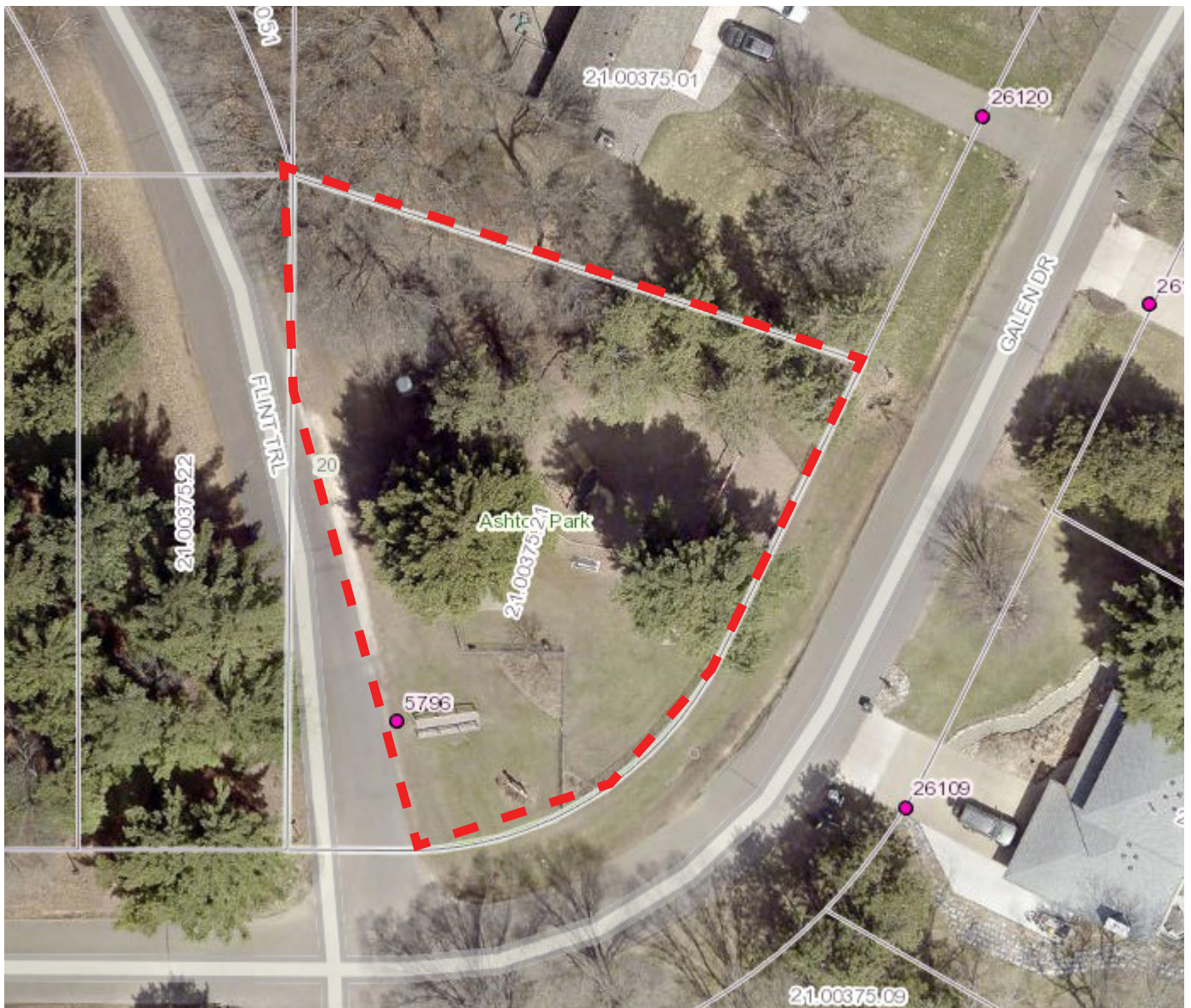
- Playground - older, fair condition, sand surfacing is not accessible, timber border creates barrier
- Wood pedestrian bridge - old but interesting
- Bench - newer plastisol bench
- Picnic tables - old, wood
- Portable restroom enclosure
- Chain link fence
- Ornamental plantings
- No trails or walks

## RECOMMENDATIONS

At time of replacement, focus improvements on proper accessibility and appealing amenities. Consider removal of bridge and using culvert under a trail. Recommendations and estimate:

| Estimate of Probable Costs                     |                  |
|------------------------------------------------|------------------|
| Description                                    | Estimate         |
| Removals / General Earthwork                   | \$50,000         |
| Playground w/concrete border and EWF surfacing | \$75,000         |
| Culvert and FES                                | \$2,500          |
| Benches (1) & tables (2)                       | \$8,000          |
| Concrete walk - (5' wide x 100' long)          | \$7,500          |
| Optional: wood fence                           | \$20,000         |
| <b>TOTAL:</b>                                  | <b>\$163,000</b> |





Source: <https://gis.chisagocountymn.gov/Link/jsfe/index.aspx>

# ASIAN ACRES

**Address:** North of 270th St

**Park Classification:** Undeveloped

**Size:** 3.27 acres

## DESCRIPTION

Undeveloped site with natural resources (wetlands, woodlands) that is located along an old railroad bed and is currently the only method of accessing the property.

## AMENITIES

- Natural resources

## RECOMMENDATIONS

Should this area be developed in concert with a trail along the railroad bed, the focus would be development of support amenities related to the trail. Potentially consider renaming park and conduct natural resource management.

Recommendations & estimate:

| Estimate of Probable Costs        |                 |
|-----------------------------------|-----------------|
| Description                       | Estimate        |
| Tree removals / general earthwork | \$15,000        |
| Seating & receptacle              | \$4,000         |
| Bike fix-it station               | \$4,000         |
| Wayfinding board w/map            | \$10,000        |
| <b>TOTAL:</b>                     | <b>\$33,000</b> |





Source: <https://gis.chisagocountymn.gov/Link/jsfe/index.aspx>



# BANTA

**Address:** Fondant Ave

**Park Classification:** Neighborhood

**Size:** 5.42 acres

## DESCRIPTION

Neighborhood park along a rural road which is difficult to access by walking or riding bike. The park is scenic with mature trees around the perimeter. The larger portion of the site is developed with neighborhood amenities with an additional parcel that is undeveloped and has a mowed trail.

## AMENITIES

- Playground - older, retro pieces that are non-compliant and newer equipment with EWF surfacing and plastic border. Lacking proper accessible route into container.
- Wood group picnic shelter - older, fair condition, interior feels dark.
- Bench - good condition; plastisol
- Picnic tables - wood and aluminum; chained to structure which detracts from appeal
- Portable restroom - no enclosure
- Ballfield - good orientation, fair to good condition; backstop needs some maintenance on gap; ditch separates field from parking lot
- Parking lot - good condition, not striped and lacking ADA stall
- No trails or walks

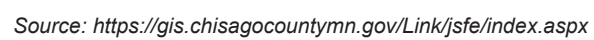
## RECOMMENDATIONS

At time of replacement, consider some layout improvements or new master plan to discuss options with neighborhood to determine extent of redevelopment. Ensure proper accessibility and appealing amenities. Identify options for pedestrian trail connections.

Recommendations and estimate:

| Estimate of Probable Costs                                                 |                     |
|----------------------------------------------------------------------------|---------------------|
| Description                                                                | Estimate            |
| Removals / General Earthwork                                               | \$80,000            |
| Playground concrete border and concrete walk connection                    | \$10,000            |
| Benches (4) & surface mounted picnic tables (6), bike rack (1), grills (2) | \$32,000            |
| Loop bituminous trail                                                      | \$55,000            |
| Group shelter w/crock pot shelf                                            | \$75,000            |
| Stripe & sign parking lot                                                  | \$2,000             |
| Backstop fence & players bench roof shelters                               | \$55,000            |
| Restoration & landscaping                                                  | \$10,000            |
| Utilities (budgetary)                                                      | \$40,000            |
| Optional: Basketball court                                                 | \$27,000            |
| Optional: Volleyball court                                                 | \$12,000            |
| Optional: Pump track                                                       | \$70,000            |
| <b>TOTAL RANGE:</b>                                                        | <b>\$359-\$468K</b> |







# BLUE SPRUCE

**Address:** 262nd St

**Park Classification:** Neighborhood

**Size:** 3.75 acres

## DESCRIPTION

Neighborhood park within a more recent developed neighborhood with large lots. In close proximity to Goodview Park. Has a very large open lawn area and amenities suitable for neighborhood use but lacking proper accessibility.

## AMENITIES

- Playground - good condition, EWF surfacing and plastic border. Lacking proper accessible route into container. 2 benches within container.
- Basketball court - full size, older but fair condition and backstops on both ends and 2 benches for viewing (1 damaged).
- Bench - differing styles.
- Picnic tables - 2 plastisol tables on pads.
- Portable restroom enclosure
- Open lawn - large area, seems too steep for programmed athletics.
- Parking lot - fair to poor condition, edges crumbling, ADA stalls not correct
- No trails or walks

## RECOMMENDATIONS

At time of replacement, consider options with neighborhood for northern lawn (keep lawn or add additional amenities). to determine extent of redevelopment. Ensure proper accessibility and appealing amenities.

Recommendations and estimate:

| Estimate of Probable Costs                                |                     |
|-----------------------------------------------------------|---------------------|
| Description                                               | Estimate            |
| Removals / General Earthwork                              | \$50,000            |
| Playground concrete border & exterior concrete pads/walks | \$12,000            |
| Benches (4) & picnic tables (2), bike rack (1)            | \$20,000            |
| Repave and stripe court                                   | \$20,000            |
| Repave, stripe & sign parking lot                         | \$22,000            |
| Restoration & landscaping                                 | \$10,000            |
| Bituminous trail connections                              | \$6,000             |
| Optional: loop bituminous trail                           | \$35,000            |
| Optional: Picnic shelter - 20'                            | \$40,000            |
| Optional: Regrade lawn                                    | \$30,000            |
| <b>TOTAL RANGE:</b>                                       | <b>\$140-\$245K</b> |







# CENTENNIAL

**Address:** Fenwick Ave and 270th St

**Park Classification:** Special Use

**Size:** 0.6 acres

## DESCRIPTION

Small lot with memorials to include one of the first homes built in 1855 to include the families of Struble & Tepel and one in memory of Tony Richner. The site is along very narrow streets with a lack of parking making the site difficult to access.

## AMENITIES

- Memorial structures - panels good but structures are in need of repair or replacement.
- Picnic tables - 2 wood, old
- Grill - 1 old
- No trails or walks

## RECOMMENDATIONS

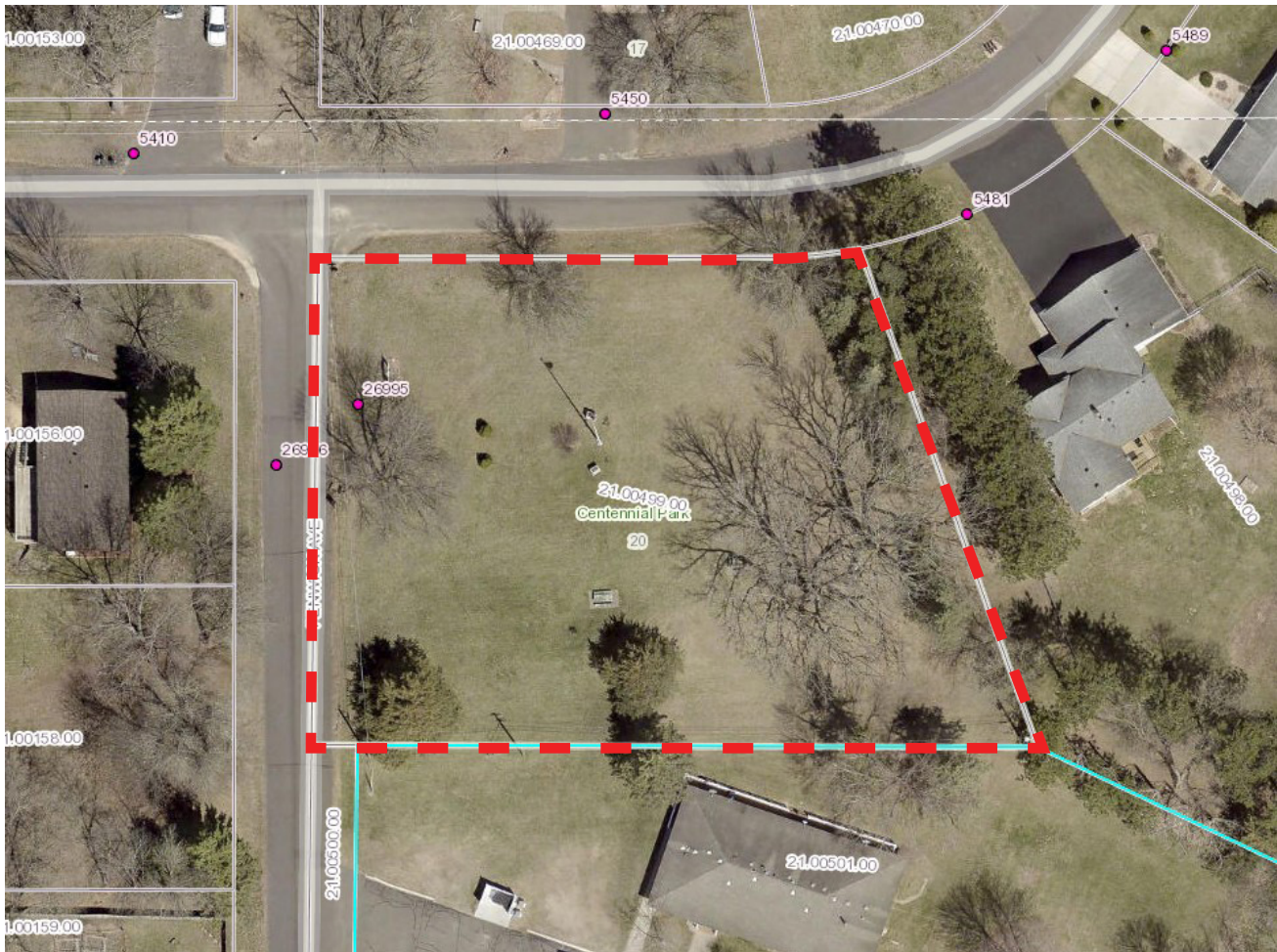
Repair / replace monument structures. Ensure proper accessibility and appealing amenities.

Recommendations and estimate:

| Estimate of Probable Costs    |                 |
|-------------------------------|-----------------|
| Description                   | Estimate        |
| Monument restoration (budget) | \$20,000        |
| Concrete walks                | \$23,000        |
| Picnic tables (2), grill (1)  | \$7,000         |
| <b>TOTAL RANGE:</b>           | <b>\$50,000</b> |







Source: <https://gis.chisagocountymn.gov/Link/jsfe/index.aspx>



# COMFORT

**Address:** 25578 Iris Ave

**Park Classification:** Neighborhood

**Size:** 3.3 acres

## DESCRIPTION

The park is classified as a neighborhood park, however it mainly serves a special use purpose with a disc golf course which is popular. However, the playground routinely gets hit by discs, making this a hazard.

The surrounding neighborhood lacks any other neighborhood park development but are mainly large lots.

## AMENITIES

- Playground - fair condition, EWF surfacing and plastic border. Lacks access into container.
- Picnic tables - 1 plastisol
- Benches - 2 plastisol in playground
- 9-hole disc golf - scenic setting, aggregate trails and some pedestrian bridges
- No paved trails or walks
- Small aggregate parking (2-3 stalls)

## RECOMMENDATIONS

Meet with stakeholders (neighborhood and disc golf users) to determine if the site should be further developed as a neighborhood park with relocation of the disc golf. A better location for an expanded course may be feasible.

Recommendations and estimate (recommendations only include short-term improvements and do not account for relocation of the disc golf at this time):

| Estimate of Probable Costs                                |                |
|-----------------------------------------------------------|----------------|
| Description                                               | Estimate       |
| Playground concrete border & exterior concrete pads/walks | \$9,000        |
| <b>TOTAL RANGE:</b>                                       | <b>\$9,000</b> |



Source: <https://gis.chisagocountymn.gov/Link/jsfe/index.aspx>



# FIRESIDE

**Address:** 4354 - 251st St

**Park Classification:** Neighborhood

**Size:** 12.42 acres

## DESCRIPTION

Neighborhood park along a rural road which is difficult to access by walking or riding bike. The park is very scenic with mature trees and natural resources. The developed larger portion of the site is only 1/4 acre and in poor condition, with the rest left natural.

## AMENITIES

- Playground - very old, non-compliant equipment, sand surfacing and no border.
- Bench - 2 old wood benches
- Picnic tables - 1 old wood table
- Bike rack - metal, old
- Portable restroom enclosure
- No parking
- No trails or walks

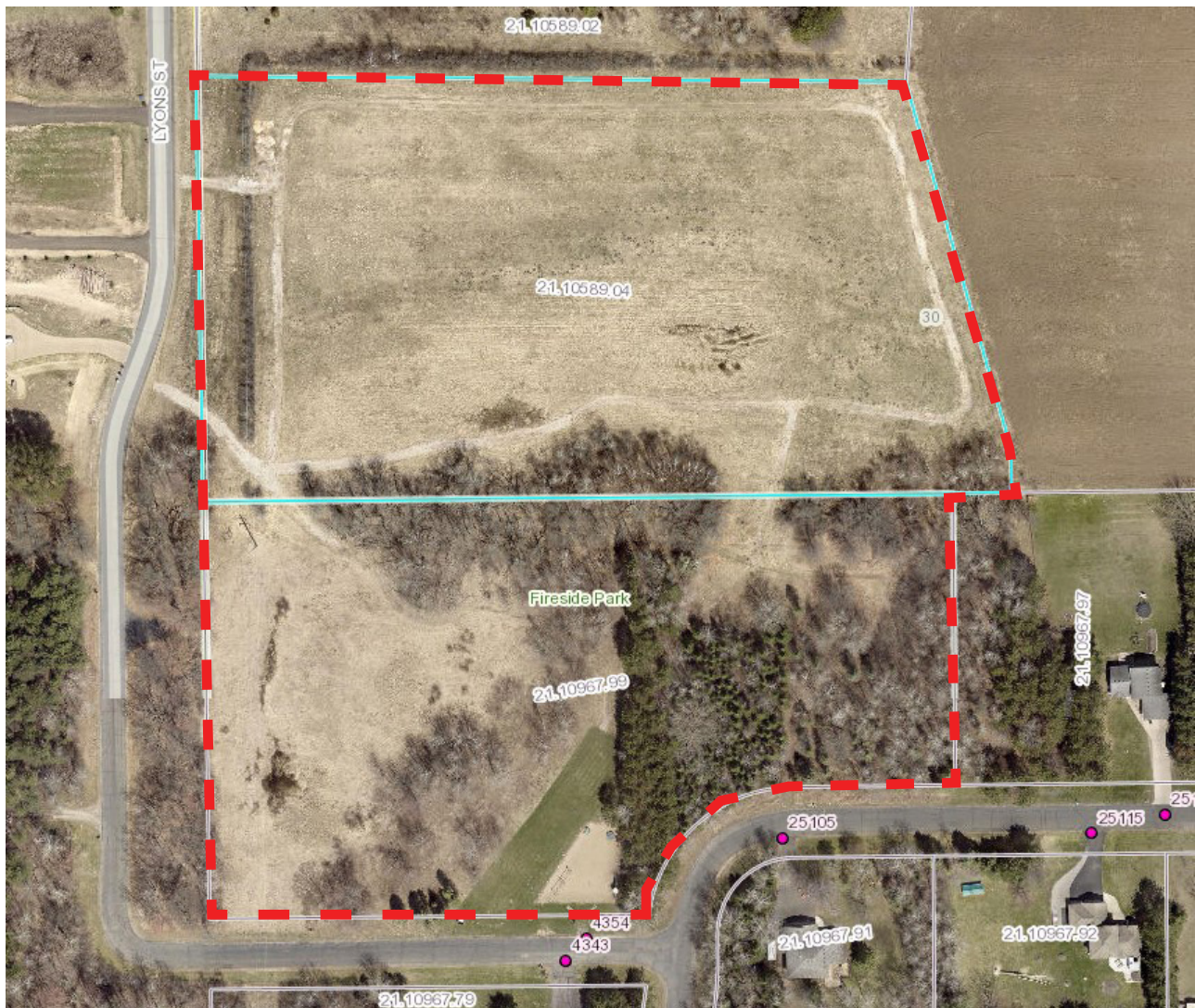
## RECOMMENDATIONS

It is recommended that a master plan be prepared with neighborhood input for full redevelopment. The park contains a large amount of undeveloped land which can account for some new recreation but with a focus on preservation and enhancement of natural resources and identifying a trail connection to the north. The site may be a potential location for relocation of disc golf, however, the site programming and design should be determined by the community.

Recommendations (options) and estimate:

| Estimate of Probable Costs                               |                     |
|----------------------------------------------------------|---------------------|
| Description                                              | Estimate            |
| Removals / General Earthwork                             | \$100,000           |
| New playground equipment, border and surfacing           | \$90,000            |
| Benches, picnic tables, bike racks (budget)              | \$40,000            |
| Parking lot (4-8 stalls)                                 | \$50,000            |
| Loop bituminous trail                                    | \$80,000            |
| Nature trails & simple boardwalks                        | \$75,000            |
| Utilities (budgetary)                                    | \$125,000           |
| Picnic shelter - group                                   | \$75,000            |
| Restoration & landscaping, including native / pollinator | \$100,000           |
| Optional: disc golf                                      | \$35,000            |
| <b>TOTAL RANGE:</b>                                      | <b>\$735-\$770K</b> |





Source: <https://gis.chisagocountymn.gov/Link/jsfe/index.aspx>



# GOODVIEW

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**Address:** 26079 Goodview Ave

**Park Classification:** Community

**Size:** 14.75 acres

## DESCRIPTION

Community park located more centrally in Wyoming in newer neighborhood developments. The park is very appealing and provides a broad range of recreation.

## AMENITIES

- Playground - fair to good condition, about midway or further in age. Worn mats, EWF surfacing and plastic border.
- Large shelter - older wood shelter by playground in fair condition. Couple of styles of picnic tables chained to structure which detracts from setting.
- Small shelter - small steel shelter by skate park, newer with one table.
- Benches - mixture of styles, colors and conditions
- Grills - 2 old grills by large shelter
- Gaga pit - newer, near skate park
- Skate park - interesting design and in viewable area, good condition
- Portable restroom enclosure
- Parking lot - appealing design, nice character with split rail fence and center rain garden
- Bituminous trails with some neighborhood connections
- Soccer fields - 1 large field on the south and 2 on the north with options for smaller field overlays. Some turf maintenance necessary







## RECOMMENDATIONS

While many options for added amenities at Goodview Park were brought up during the public engagement, It is recommended that the city work with residents to explore feasible options that would improve the quality of recreation at the park without over-developing the site. New recreation should meet an existing need and it should be determined if it would result in a need for more parking or staff for operations and maintenance. The recommendations currently indicate added pickleball courts which should be determined, and completion of an internal trail loop system, which is highly desired.

General community comments for a desired splash pad could be considered for Goodview, as this is a community park, though this should be weighed with the ongoing maintenance and operational needs. Splash pads require an adjacent building with restrooms and changing areas and some also require staff certified in pool maintenance. This amenity would also attract more use so adequate parking would be needed. Due to the uncertainties that come with a splash pad, this is not included in the estimate, but a general range could be between \$350,000 - \$600,000.

General recommendations (options) and estimate:

| Estimate of Probable Costs                                                                      |                        |
|-------------------------------------------------------------------------------------------------|------------------------|
| Description                                                                                     | Estimate               |
| Removals / General Earthwork                                                                    | \$80,000               |
| New community sized playground equipment, border and surfacing (includes half rubber surfacing) | \$300,000              |
| Benches, picnic tables, bike racks (budget)                                                     | \$60,000               |
| Group picnic shelter with permanent restrooms (optional interior room)                          | \$500,000 to \$800,000 |
| Loop bituminous trail                                                                           | \$60,000               |
| Restoration & landscaping                                                                       | \$50,000               |
| Optional: Pickleball / tennis courts (double tennis)                                            | \$120,000              |
| <b>TOTAL RANGE:</b>                                                                             | <b>\$1.17-\$1.47M</b>  |



Source: <https://gis.chisagocountymn.gov/Link/jsfe/index.aspx>

# HAWK MEADOWS

**Address:** 25419 Grail Court

**Park Classification:** Natural Resource Area

**Size:** 2.61 acres

## DESCRIPTION

Hawk Meadows is a small lot along a cul-de-sac that adjoins a 66 acre wetland complex owned by the Audubon Society. The park has a small gazebo and the trails from the park through the wetland are used year-round with groomed winter trails for cross-country skiing and snow shoeing.

## AMENITIES

- Natural trails - mixture of compacted soil, mowed grass and woodchips over fabric
- Gazebo - a little older, good condition but no trail connection
- Picnic tables - older wood and aluminum
- No parking

## RECOMMENDATIONS

General recommendations include replacement of amenities as needs dictate. Longer-range visioning could include identifying methods to add a small parking area off of the cul-de-sac or future land acquisition to the west on a willing seller basis to expand the park to better accommodate current needs for park access.

Recommendations and estimate:

| Estimate of Probable Costs                                                    |                 |
|-------------------------------------------------------------------------------|-----------------|
| Description                                                                   | Estimate        |
| Replace wood chip trails with aggregate (some stabilization may be necessary) | \$6,000         |
| Aggregate parking lot (3-4 stalls)                                            | \$10,000        |
| Benches (2), picnic tables (2), bike racks (budget)                           | \$13,000        |
| Wayfinding signs and map                                                      | \$15,000        |
| Restoration & landscaping                                                     | \$6,000         |
| <b>TOTAL:</b>                                                                 | <b>\$50,000</b> |





Source: <https://gis.chisagocountymn.gov/Link/jsfe/index.aspx>



# LIBERTY PONDS

**Address:** 24588 heath ave  
**Park Classification:** Natural Resource Area  
**Size:** 8 acres

## DESCRIPTION

Liberty Meadows is undeveloped except for a remaining metal shed that still stands on site. While the parcel is 8 acres in size, approximately 2 acres are developable with the remaining acreage consisting of wetlands.

## RECOMMENDATIONS

General recommendations include determining if any park development is warranted based upon the neighborhood area. If there is a desire, work with the stakeholders to determine a level of development suitable for the property.

Options and estimate:

| Estimate of Probable Costs                          |                  |
|-----------------------------------------------------|------------------|
| Description                                         | Estimate         |
| Removals and general earthwork                      | \$15,000         |
| Playground with border and EWF surfacing            | \$75,000         |
| Picnic shelter - 20'                                | \$40,000         |
| Small parking lot (4-5 stalls)                      | \$12,000         |
| Benches (2), picnic tables (2), bike racks (budget) | \$13,000         |
| Basketball half court                               | \$13,000         |
| Cleared winter path                                 | \$2,000          |
| Restoration & landscaping                           | \$5,000          |
| <b>TOTAL:</b>                                       | <b>\$175,000</b> |

Source: <https://gis.chisagocountymn.gov/Link/jsfe/index.aspx>



# LIONS

**Address:** 4815 - 263rd St

**Park Classification:** Neighborhood

**Size:** 2.78 acres

## DESCRIPTION

Lions Park is a neighborhood park development with a trail connection to a 40-acre wetland complex used for winter trails.

## AMENITIES

- Playground - old, fair condition, sand surfacing and wood border. Needs shade.
- Large shelter - older Lions wood shelter in fair condition, may not provide afternoon shade. Picnic tables chained to structure which detracts from setting.
- Picnic tables - consistent design and look newer
- Grills - 2 old grills by shelter
- Basketball court - full but undersized, older but in fair condition
- Ballfield - poor orientation for programmed use, balls aimed at playground, ~175' foul line
- Parking - approximately 27 stalls, 1 HC stall but access aisle is on wrong side
- Lack of benches
- Lack of portable restroom (at time of analysis)

## RECOMMENDATIONS

At time of replacement, consider need for ballfield. If needed, consider reorientation of field for better play and improved safety. Ensure proper accessibility and appealing amenities and add wayfinding for winter trail area.

Recommendations and estimate:

| Estimate of Probable Costs                                             |                        |
|------------------------------------------------------------------------|------------------------|
| Description                                                            | Estimate               |
| Removals and general earthwork                                         | \$75,000               |
| Playground equipment, border and EWF surfacing                         | \$90,000               |
| Re-stripe ADA aisles                                                   | \$500                  |
| New group shelter                                                      | \$75,000               |
| Benches (2), grills (2) and bike rack                                  | \$8,000                |
| Restoration & landscaping                                              | \$6,000                |
| Resurface court, new goals                                             | \$15,000               |
| Wayfinding signs                                                       | \$6,000                |
| Optional: permanent restrooms attached to shelter                      | \$400,000              |
| Optional: Reorient ballfield with new fencing and players bench covers | \$150,000              |
| <b>TOTAL RANGE:</b>                                                    | <b>\$275-\$825,500</b> |





Source: <https://gis.chisagocountymn.gov/Link/jsfe/index.aspx>



# RAILROAD

**Address:** Viking Blvd & Hwy 62

**Park Classification:** Special Use

**Size:** 0.5 acres

## DESCRIPTION

Railroad Park is an empty lot adjacent to the Sunrise Prairie Regional Trail with a trailhead parking lot in close proximity. It is in a highly visible location that was once part of the railroad line.

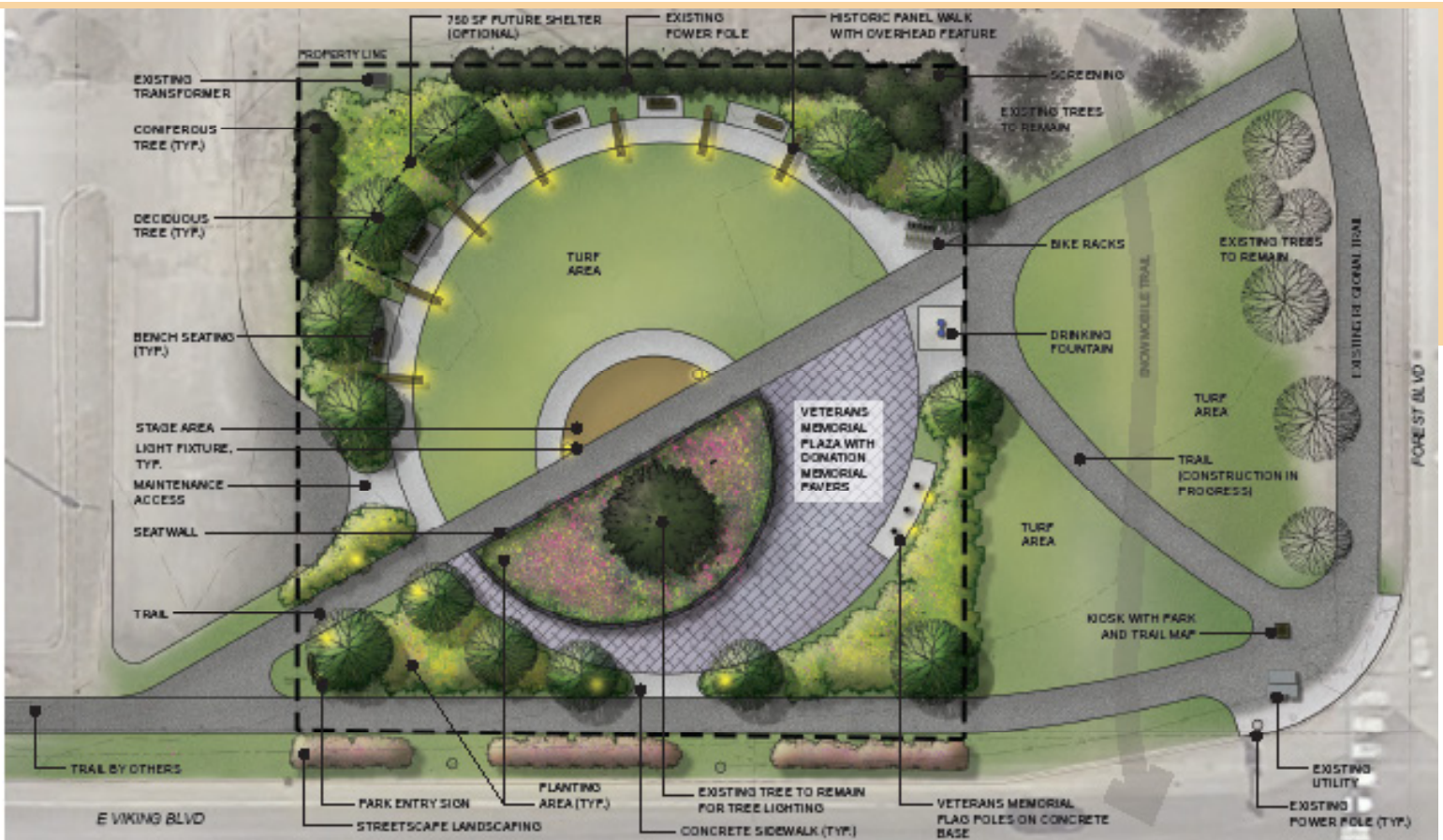
## RECOMMENDATIONS

A concept plan was prepared that celebrates the history of the community of Wyoming. It includes the following:

- History Walk - elements and seating areas along a walk that pays homage to the history of the community.
- Veteran's Memorial - paver walkway with memorial pavers in honor of veteran's. Includes flag poles and an inner seat wall around a planting bed.
- Stage Area - small raised stage for park events and performances.
- Trails - connect to the existing Sunrise Prairie Regional Trail and a kiosk with information and trail map.
- Site Furnishings - benches, trash receptacles, bike racks, and a drinking fountain.

| Estimate of Probable Costs                            |                     |
|-------------------------------------------------------|---------------------|
| Description                                           | Estimate            |
| General earthwork                                     | \$45,000            |
| Electrical work & lights                              | \$100,000           |
| History walk pavement                                 | \$20,000            |
| History walk panels                                   | \$15,000            |
| History walk benches (5), bike rack (1) & receptacles | \$15,000            |
| Drinking fountain                                     | \$9,000             |
| Bituminous trail                                      | \$6,000             |
| Kiosk                                                 | \$15,000            |
| Stage                                                 | \$10,000            |
| Retaining wall / seat wall                            | \$27,000            |
| Veteran's Memorial pavers and concrete pavement       | \$80,000            |
| Flagpoles and pad                                     | \$10,000            |
| Park sign                                             | \$8,000             |
| Landscaping                                           | \$20,000            |
| Optional: Railroad themed specialty pavement          | \$17,000            |
| <b>TOTAL RANGE:</b>                                   | <b>\$380-\$397K</b> |





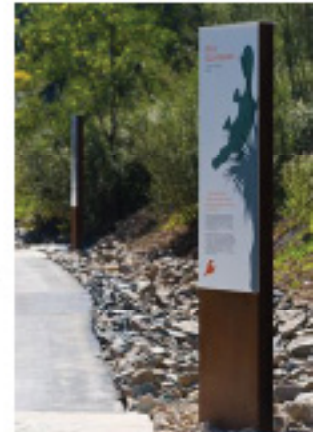
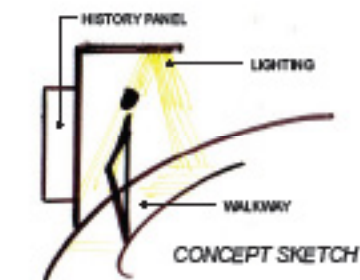
## Railroad Park Concept Plan



PARK SIGN EXAMPLES



KIOSK EXAMPLES



HISTORY WALK & INTERPRETIVE SIGN EXAMPLES

# SUNRISE RIDGE

**Address:** 263rd & Greene Ave

**Park Classification:** Undeveloped

**Size:** 0.42 acres

## DESCRIPTION

Sunrise Ridge is a narrow lot adjacent to the pumpkin farm. It is currently a buffer space between the residential lot and the farm property.

## RECOMMENDATIONS

The existing parcel is too small and narrow to develop with park amenities. Should the pumpkin farm be redeveloped in the future the City may be able to secure additional land to expand upon the existing parcel to allow for park development, possibly large enough for any needed athletic fields.

It should be noted the option for expanding the park should be reviewed to determine a future need, as currently this neighborhood is served by Goodview Park and Blue Spruce Park and actual athletic needs would need to be determined.







# SWENSON

**Address:** 26929 Flintwood Ave

**Park Classification:** Neighborhood

**Size:** 4.45 acres

## DESCRIPTION

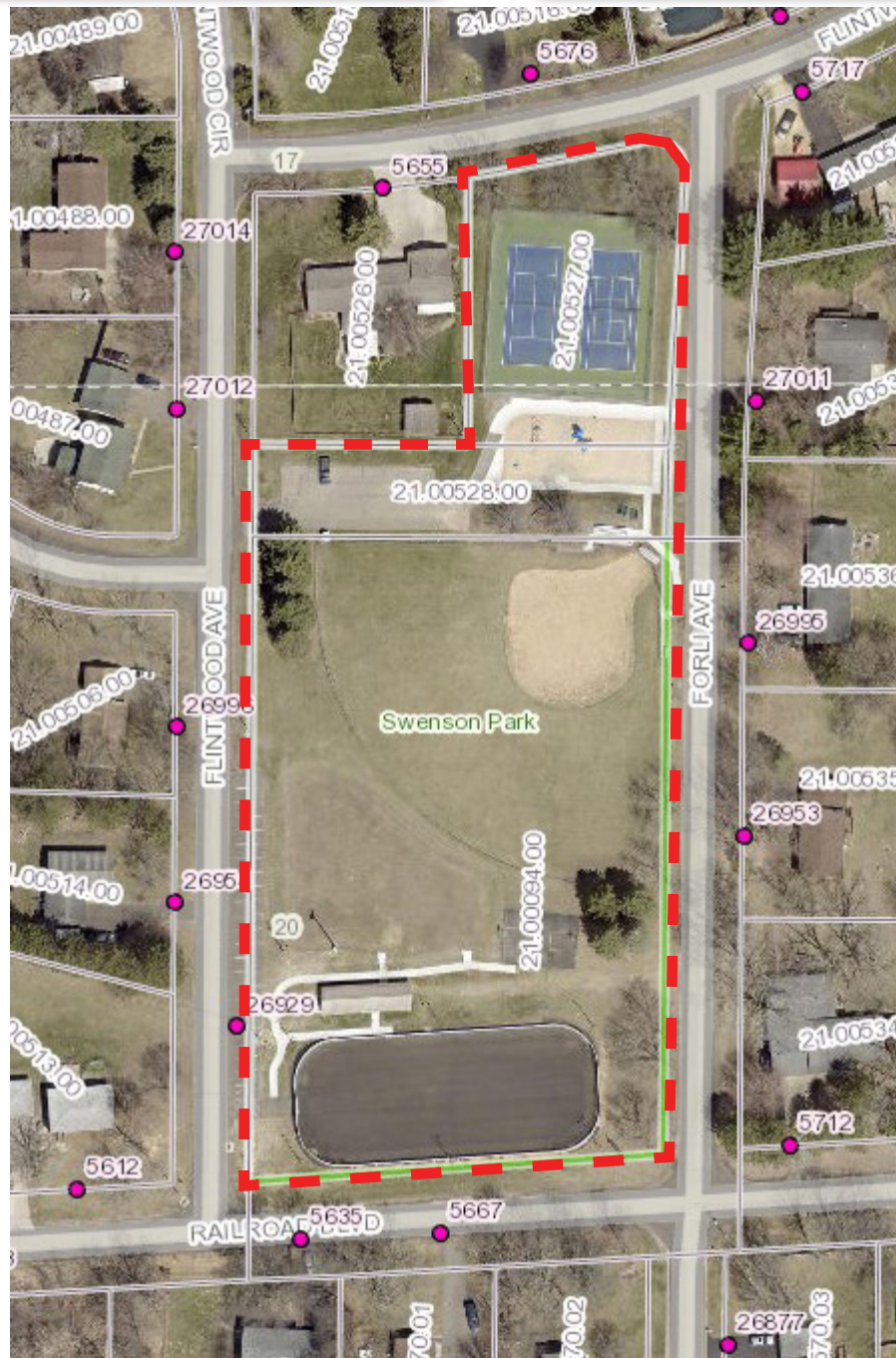
Swenson Park is a neighborhood park near the downtown location of Wyoming and situated along the route of the old railroad line. It has a broad range of recreational amenities for varying user groups and has recently had renovations.

## AMENITIES

- Playground - new as of 2021 with second phase of equipment planned for implementation
- Gaga pit - newer
- Tennis court - double court recently had new color coat but cracking in bituminous surfacing is causing ongoing damage. Has new gate but fencing and nets are older.
- Parking - separate lot by the playground and pull-in stalls along hockey rink
- Trails and walks - 2021 added walks to amenities for improved accessibility
- Picnic tables - near ballfield
- No benches
- Ballfield - good orientation for programmed use, 200' foul line, fenced but in need of upgrades
- Lack of benches
- Lack of portable restroom (at time of analysis)
- Hockey rink - new boards, lights and surfacing, poor orientation
- Warming house - some recent upgrades started, additional phases remain
- Basketball Court - full but undersized, has new trail connection, surface fair condition, goals good condition

### Estimate of Probable Costs

| Description                                                        | Estimate           |
|--------------------------------------------------------------------|--------------------|
| Phase 2 warming house improvements (budget)                        | \$32,000           |
| Optional: tennis court reconstruction                              | \$150,000          |
| Optional: Improve ballfield fencing - dedicate for girls fastpitch | \$80,000           |
| <b>TOTAL RANGE:</b>                                                | <b>\$32-\$262K</b> |



Source: <https://gis.chisagocountymn.gov/Link/jsfe/index.aspx>

# TOLZMANN

**Address:** 274th and Finland Ave

**Park Classification:** Neighborhood

**Size:** 7.81 acres

## DESCRIPTION

Tolzmann is a neighborhood park located on the north side of Wyoming with adequate acreage and park development to meet a broad range of users. It has a nice layout and design which is inviting but is older, which is becoming apparent.

## AMENITIES

- Playground - old equipment, sand surfacing and no border.
- Large shelter - older wood shelter in fair condition. Picnic tables chained to structure which detracts from setting.
- Picnic tables - older, wood and aluminum
- Grills - old grill by shelter
- Bike rack - rack and footing sitting out of ground
- Bench - one Wyoming bench under shelter
- Volleyball court - sand court, no border, old net, and weeds throughout
- West Ballfield - poor orientation, fence in good condition, agg-lime full of weeds, bleachers on pads but no trail connection, pole out in field use area
- East Ballfield - good orientation, inadequate space for programmed use due to ballfield overlap and property line limits one foul line to 125', agg-lime full of weeds
- Parking - rough curb along street entrance, 39 stalls with 2 ADA stalls
- Trails - connection to neighborhood but does not connect to amenities, older in fair to poor condition, access route does not meet ADA
- Portable restroom enclosure









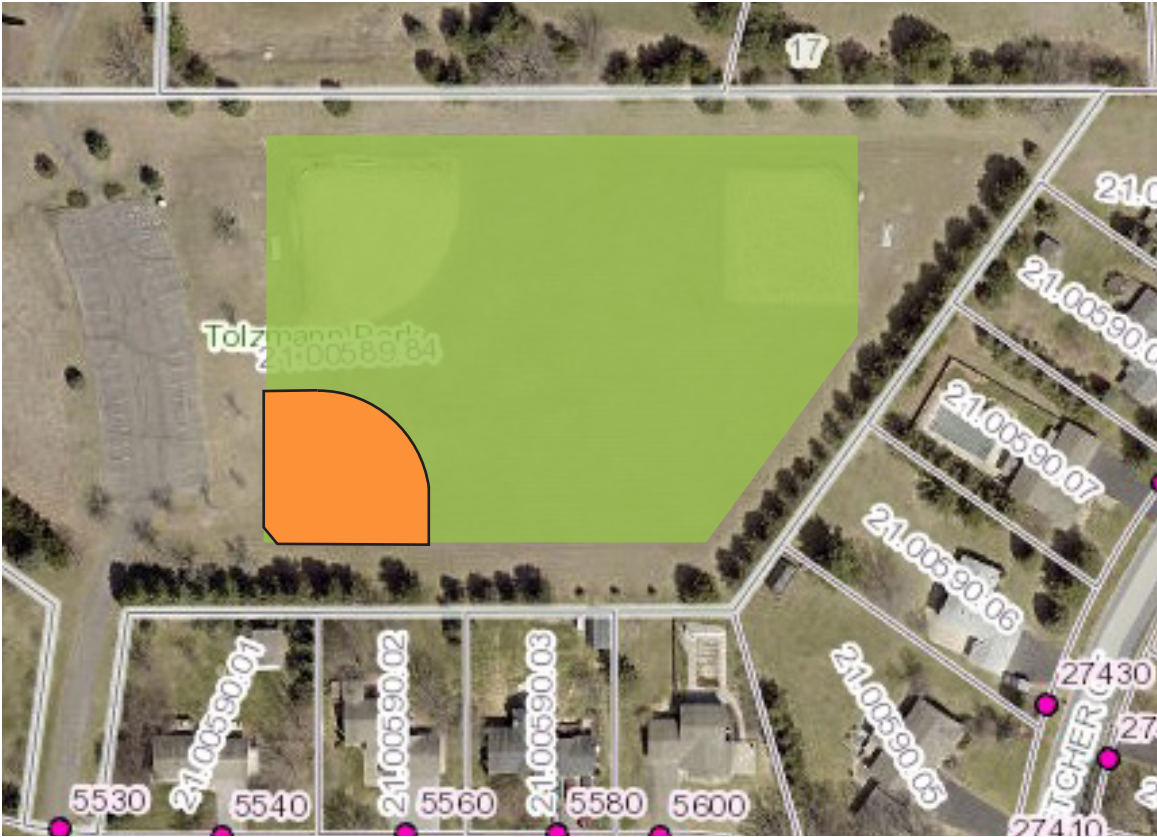


RECOMMENDATIONS

Upgrade park. At time of replacement, consider elimination of eastern field and reorient western field for optimal play conditions. Allow remaining green space to be flexible turf space for field sports such as soccer or informal play. Work with stakeholders to determine if volleyball is preferred to stay or if a basketball court would be more in demand.

Recommendations and estimate:

| Estimate of Probable Costs                               |              |
|----------------------------------------------------------|--------------|
| Description                                              | Estimate     |
| Removals / General Earthwork                             | \$75,000     |
| New playground equipment, border and surfacing           | \$90,000     |
| Benches (2), picnic tables (8), and bike racks (budget)  | \$27,000     |
| Drinking fountain (does not include water service)       | \$9,000      |
| Resurface parking lot                                    | \$60,000     |
| Resurface bituminous trail                               | \$20,000     |
| Picnic shelter - group                                   | \$75,000     |
| Restoration & landscaping                                | \$20,000     |
| Optional: new ballfield (w/ soccer overlay & irrigation) | \$250,000    |
| Optional: basketball court                               | \$35,000     |
| TOTAL RANGE:                                             | \$376-\$661K |





# VERGES

**Address:** 7665 Wyoming Trail

**Park Classification:** Mini-Park

**Size:** 0.22 acres

## DESCRIPTION

Verges is a small lot along a street intersection. It has an old bench and old picnic table but is primarily wooded area.

## AMENITIES

- Bench and Table - old wood furnishings

## RECOMMENDATIONS

This lot is located approximately 1/4 mile from Verges Memorial which is more developed. It could have a small seating area, but is not well suited for development with amenities such as a playground.





Source: <https://gis.chisagocountymn.gov/Link/jsfe/index.aspx>



# VERGES MEMORIAL

**Address:** 25915 Goodwin Road

**Park Classification:** Neighborhood

**Size:** 1.24 acres

## DESCRIPTION

Verges Memorial is a small neighborhood park in close proximity to Goodview Park. It has a very functional development that does not hold the same character or appeal as other Wyoming park sites.

## AMENITIES

- Playground - one newer structure with plastic border and EWF surfacing but lacking a trail connection for access.
- Playground - older independent pieces in pea gravel and not compliant or accessible.
- Basketball court - very large court area with 4 goals, poor condition
- Picnic tables - old wood benches and tables
- Volleyball court - no border, in fair condition
- Parking - undelineated pull-in parking area (about 2 stalls) along a dead-end road
- Open lawn area
- Portable restroom enclosure

## RECOMMENDATIONS

At time of replacement, consider a new park layout with more appeal and trees for shade. Remove old amenities and work with stakeholders to determine appropriate amenities and level of development.

Recommendations (options) and estimate:

| Estimate of Probable Costs                         |                  |
|----------------------------------------------------|------------------|
| Description                                        | Estimate         |
| Removals / General Earthwork                       | \$40,000         |
| Benches (2), picnic tables (2), and bike racks (1) | \$12,000         |
| Drinking fountain (does not include water service) | \$9,000          |
| Stripe parking lot                                 | \$300            |
| Resurface bituminous trail, add connections        | \$18,000         |
| Resurface & downsize basketball court              | \$22,000         |
| Volleyball court improvements                      | \$12,000         |
| Picnic shelter - 20'                               | \$40,000         |
| Restoration & landscaping                          | \$8,000          |
| <b>TOTAL:</b>                                      | <b>\$161,000</b> |





Source: <https://gis.chisagocountymn.gov/Link/jsfe/index.aspx>



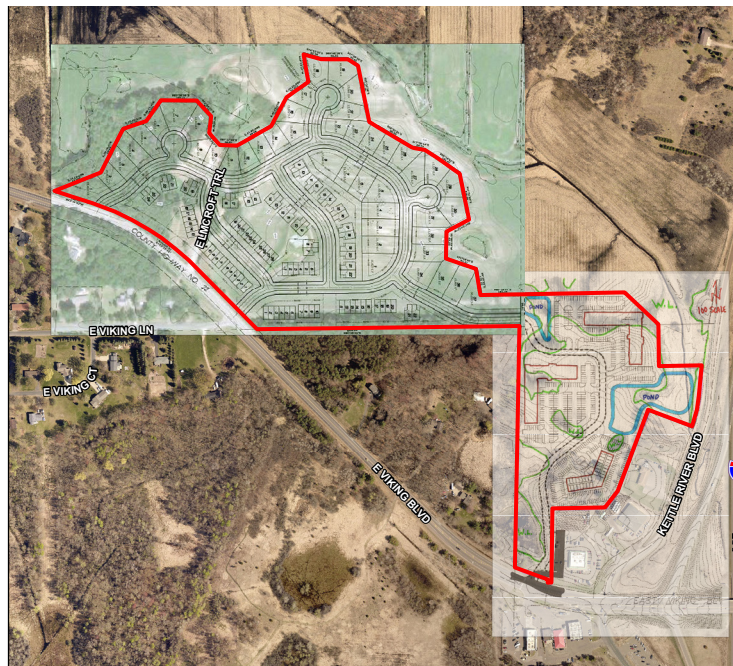
## FUTURE / PLANNED PARKS

As noted in the park service area analysis on the graphic to the right, there were several locations noted for planned parks or search areas to help meet future needs as the community continues to develop which are described in further detail.

### A: NORTHWEST AREA / AVERY PLACE

Avery Place is a proposed planned unit development that contains mixed housing from single-family to apartment complexes that may result in up to 600 housing units. The proposed development area may result in a mixture of park dedication consisting of half the required land acreage with the remaining to be cash-in-lieu.

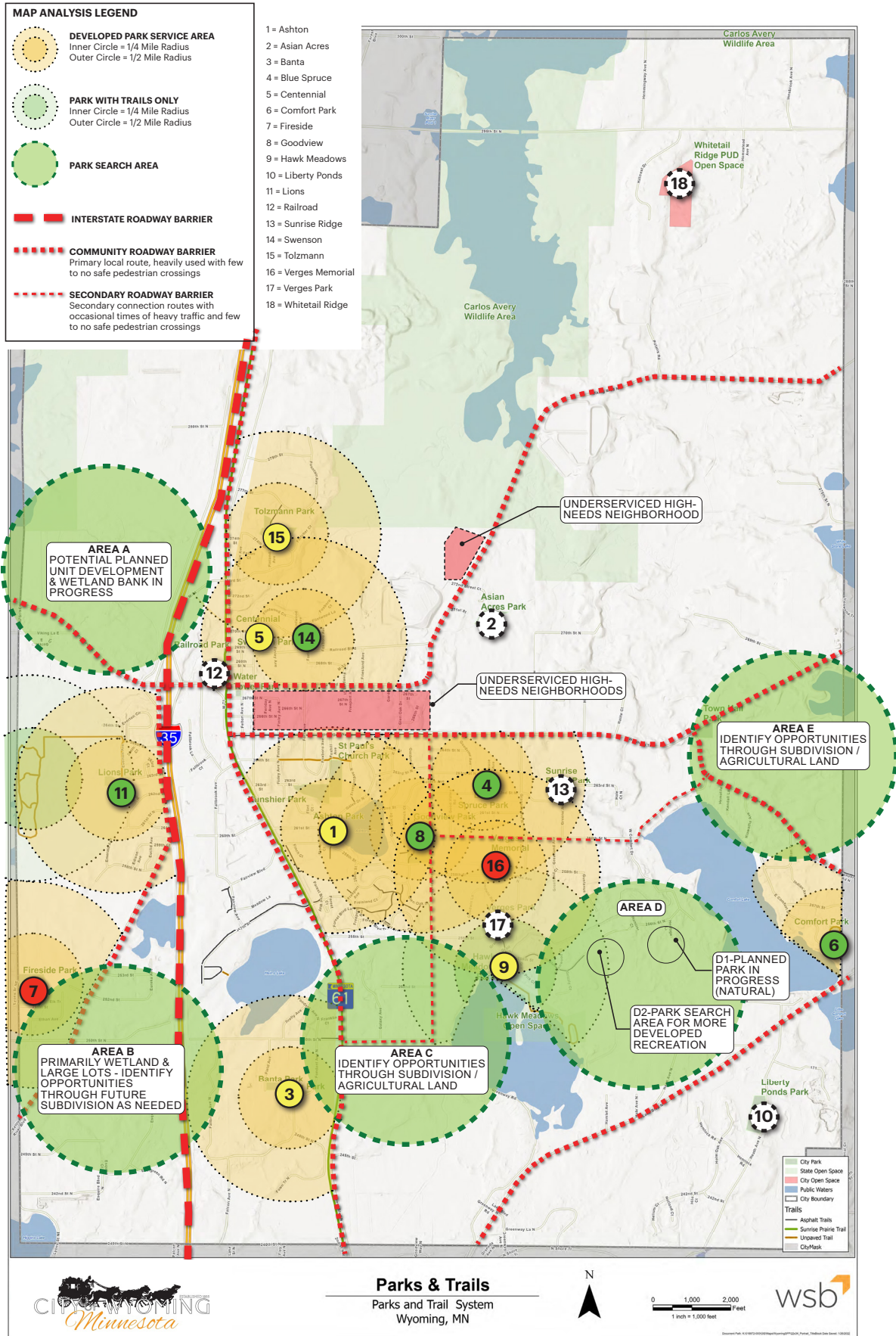
This particular housing location is cut off from the remainder of Wyoming with no pedestrian access to any existing parks due to significant road barriers. It is important to highlight the immediate need for an adequate park with developed amenities to be located within a 1/2 mile of the new residents. This includes both active and passive types of recreation.



*Conceptual Development Plans*

### B: EXISTING NEIGHBORHOOD

This neighborhood contains existing homes with large lots and there are also areas of significant wetlands. At the time of the planning process, there were no known concerns from the residents about a lack of access to parks. However, if in the future the properties are subdivided and there continues to be a lack of a safe pedestrian crossing over Kettle River Blvd, there may be a future demand for a park in this general location. The city should identify potential land dedication opportunities if future subdivision occurs to help meet these needs.



## Park Service Area Analysis

Wyoming, Minnesota  
March 2022 | WSB Project number: 018972-000

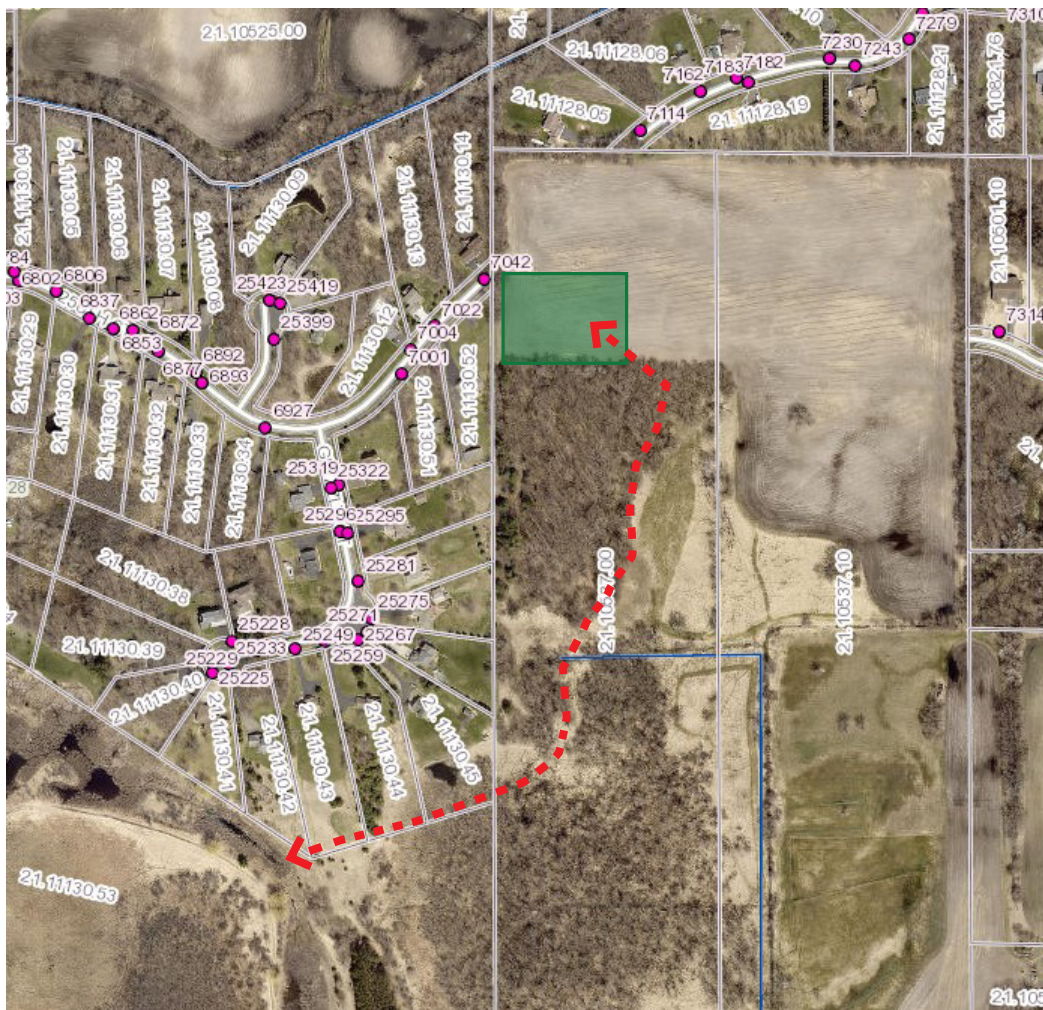


## C: UNDEVELOPED

There may be opportunities through land acquisition or future dedication to secure land for a small park in this general location as developments occur. A park approximately 2-4 acres in size may be sufficient depending on the amount of additional housing units proposed.

## D: THE PRESERVE AT COMFORT LAKE

The city will receive lands for park dedication in the Preserve at Comfort Lake development, noted as D1. The dedicated lands are primarily natural resource areas, including numerous wetlands not suitable for park development, and access to the site is limited. The site can remain a passive use area unless there are opportunities to purchase adjoining lands suitable for park development. The City should also identify opportunities along 256th St as it is further implemented to develop a park with more active amenities, such as a playground, hardcourt, a small parking area, open lawn, and picnic shelter, noted as D2. This neighborhood area is a location where more active recreation should be developed. There may also be a potential to identify a winter trail connection to the Hawk Meadows trails through natural areas that are not suited for development.



Map Source: <https://gis.chisagocountymn.gov/Link/jsfe/index.aspx>



## E: HUNTER HILL DEVELOPMENT

The Hunter Hill development is located north of Comfort Lake and includes lots built within the past few years. This neighborhood area is not currently served by a park. As this area continues to develop, the City should identify potential lands suitable for park development as part of dedication somewhere in the shaded area noted below with access from the Hunter Hill neighborhood as well as a connection to the south along Indian Trail. Generally 2 to 5 acres would be ideal.



Map Source: <https://gis.chisagocountymn.gov/Link/jsfe/index.aspx>



## 6. TRAIL SYSTEM PLAN

### OVERVIEW

Trails remain a popular recreational amenity that serve an important role in connecting parks, open spaces, schools and other primary destinations within the community, and beyond. The trail system focuses on an overview of the existing pedestrian routes through Wyoming, trail classifications, regional trails, and recommendations for future pedestrian corridors to improve connectivity across the community.

### TRAIL DESIGN FACTORS

Trails provide recreational opportunities, an alternative mode of transportation, key connections to primary destination points, and contribute to improving the overall health and wellness of the community. There are four primary factors that can affect the overall use and success of a trail that include:

- » Trail safety, quality and convenience
- » Connectivity
- » Scenic quality and diversity
- » Health, wellness and fitness opportunities

Safety and convenience are baseline determinants for whether a person will even use an alternative transportation feature, irrespective of its quality. Once these two values are perceived as being acceptable, then the personal values will be given more consideration by the user.





## TRAIL SAFETY, QUALITY & CONVENIENCE

If people don't feel safe, they will not be inclined to use a trail or pedestrian-way no matter how many other values might be provided. Physical safety can be relatively assured through good planning and design. Personal safety, which relates to a sense of well-being while using the system, is a less tangible yet still very important factor that cannot be taken lightly. This is especially important with safe routes to school, as parents will only allow their children to walk or bike to school if there is a high perception of safety. Visibility, location, lighting, and safe crosswalks all contribute to the overall trail safety. This is especially important in Wyoming where there are large roadways that break up the community and prohibit adequate access to parks, schools and other destination areas.



During the planning process, residents of Wyoming voiced concerns about safety as it relates to traffic volumes and speeds on roads and the need to safely cross them. Hwy 61 was noted as one location of concern, especially to access the Sunrise Prairie Regional Trail from those who live east of Hwy 61. Kettle River Blvd was also routinely brought up as a concern, as this is a highly traveled, high-speed road that feels very unsafe and creates barriers. Those who live within a 1/4 to 1/2 mile of Lions Park are unable to access it due to the lack of pedestrian facilities along Kettle River Blvd. Interstate 35 creates a physical and visual barrier that makes the community feel like there are distinct east and west sides to Wyoming. Though there are pedestrian routes over I-35, they do not feel safe especially near the intersection to Kettle River Blvd.

Trail quality relates to the overall condition and experience while using the trail. If the trail is properly maintained on a routine basis, the overall perception by the community will also be high, but if the trails are in a degraded condition than the community is likely to be less inclined to support future funding for additional trails. The quality also affects the experience while using the trail since many strollers and in-line skates require smooth surfaces for a pleasing recreational experience.

Convenience is important for day-to-day use of the trail system. The vast majority of shared-use paved trails are used by those living within a few miles of the trail. Although convenience is important, its influence is still tempered by recreational value. No matter how convenient, a poorly designed trail system feature in an uninteresting setting will have limited recreational value. Alternatively, a well-designed feature in an interesting setting might draw users from greater distances. All trails, pedestrian-ways, and bikeways should be located where they are both convenient and offer the amenities that users are seeking.





## CONNECTIVITY

Trails should connect people to nature, schools, parks, businesses, and other primary destinations. This is especially important for areas with low-income, high density and senior populations that may rely less on vehicles for their mode of transportation.

The transportation (commuting) aspect of an alternative transportation system is a value that appeals to a smaller group of users, with an underlying goal of the plan to entice recreational, fitness, and utilitarian users to use the system more and more for transportation. Transportation purposes include using the system to get to work, school, local stores, or around the neighborhood, along with other utilitarian trips that would otherwise be done using a motor vehicle. Realizing the use of the system for transportation will only be successful if it is perceived as safe, convenient relative to a user's skill level, and of a high quality. Without such a system, residents will simply use their vehicle.

Connectivity within the community, as well as regionally, is important to residents of Wyoming. Connected lengths of trails make longer trips possible with more opportunities for recreational experiences and commuter options. Many expressed their anticipation of connection to the Swedish Immigrant Trail and also expressed a desire to connect to more local destinations, such as park sites, downtown Wyoming and schools. In some cases residents will drive small distances to reach their destination due to a lack of proper pedestrian connectivity, including less than 1/4 mile.

Wyoming is also located along the MS 150 bike ride and promoted as a rest stop along the way.



## SCENIC QUALITY & DIVERSITY

Of all the values ascribed to a trail system, recreational value is one of the most important in terms of predicting the level of use by most residents, assuming that safety and convenience are not issues. In general, system features offering a high-quality recreational experience occurs along trails that:

- » Are scenic and located in a pleasant setting, natural open space, or linear corridor buffered from traffic and the built environment.
- » Provide a continuous and varying experience that takes visitors to a variety of destinations and is a destination unto itself.
- » Offers continuity with limited interruptions and impediments to travel.
- » Allows for diverse types of trails meeting varying needs, preferences and abilities

Planning and connecting the trail system is more than simply providing miles of trails, sidewalks, and bike lanes. There should be emphasis placed on the quality of the experience more than the quantity. While high-value, well located trails often pose more challenges (and potentially more costs) to implement, the value of these features to the community will likely prove to be worth the investment.

Multi-use trails should be developed away from high volume traffic routes as much as possible in order to be successful. Routes along vehicular traffic are not as well received, whereas scenic routes with shade and resting opportunities will attract more ongoing use and make the investments more worthwhile. If trails are developed along roadways, then ensure adequate separation of trails from the vehicles and if possible and minimize the amount of vehicle crossings of the trail. The Sunrise Prairie Regional Trail is a good example of a successful trail. It is located along a highway but has adequate separation within a wide corridor and in many locations has dense vegetation on one or both sides for a scenic and pleasing trail experience.

## HEALTH, WELLNESS & FITNESS

Health, wellness and fitness is an ever-expanding value for trail users. This especially applies to locations where residents use the trail system for daily fitness, such as daily walks by active seniors, or after-work bike rides and dog walking. Simply having a trail system nearby will entice residents who may have never used trails before to try them out.

Trails that provide the highest value for health and wellness tend to have looped routes, places to sit, shade, access to restrooms, and connection to a destination. Seniors like to have a destination such as a coffee shop or other food and drink location simply to socialize. It is critical to develop an interconnected system of pedestrian route options with varying lengths and challenge levels.



# TRAIL DESIGN STANDARDS

Trail design standards included in this section should be considered for all biking and walking infrastructure. Standards help make facilities safer by maintaining consistency and ensuring that the greatest number of people will be able to access and enjoy the system. The Americans with Disabilities Act (ADA) has specific requirements for the slopes, size, crossing placement, and other elements of pedestrian facilities that also need to be adhered to.

## REGIONAL TRAILS

Regional trails are typically bituminous surfaced and are used for commuting as well as for recreational purposes. They can be considered destination or linking trails and can cross numerous municipal boundaries. Regional trails are recommended to be a minimum of 10-feet wide to meet regional trail design guidelines. Regional trails within Wyoming include:

- » Sunrise Prairie Regional Trail
- » Swedish Immigrant Trail (proposed)



Creator: Jan Lasar - Copyright: MN Trails Magazine





## PAVED MULTI-USE TRAILS

Multi-use trails are generally defined as paved surfaces that can serve multiple users, including pedestrians, bicyclists, in-line skaters, etc. These trails are typically a minimum of 8 feet wide and are found in park settings and along roadway systems.

## SIDEWALKS

Sidewalks are important to provide pedestrian access to park and trail systems. Most sidewalks are concrete and can be 4 to 6 feet in width. Some newer neighborhoods have sidewalks and more are being built in downtown locations, but overall, there is a lack of sidewalks in Wyoming.

## BIKE LANES

Bike lanes are recommended to be a minimum width of 5 feet. Wyoming has some street routes with striped shoulders that are suitable for marking as designated bike lanes.

## SPECIALTY TRAILS

Wyoming has winter trails that are groomed for winter snow shoeing and cross-country skiing located west of Lions Park and at Hawk Meadows. There are also designated snowmobile routes throughout Wyoming, including on the Sunrise Prairie Regional Trail. As multi-use trails continue to be expanded, there will be higher demands for cleared winter trails which eliminates use by snowmobiles. It is important to allow for strategically located and designated snowmobile routes. This is especially important with Polaris located in Wyoming.





## TRAIL CLASSIFICATIONS

The trail system plan consists of trails and pedestrian-ways/sidewalks defined under various classifications. The distinction between classifications is important due to the variability in their value, which in turn greatly affects the importance of the system to residents and the degree to which the various trails, sidewalks and bike lanes will be used. The following table provides an overview of general trail classification types and descriptions.

| Trail Classifications         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Trail Classification          | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Regional Trails               | A trail of regional significance and designation. Regional trails are typically paved trails for walking, jogging, bicycling, and in-line skating and located within a greenway, open space, park, or designated trail corridor and can cross many municipal boundaries. Trails are typically 10-foot wide minimum and asphalt surfaced meeting regional trail design guidelines.                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Paved Multi-Use Trails        | General multi-use trails are typically 8-foot wide minimum and asphalt surfaced. Multi-use trails provide routes within parks and connections to parks and destination areas with an emphasis on safe travel within the community for walking, jogging, biking (as well as other wheeled forms of recreational travel)                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Bike Lanes                    | Bike lanes are primarily oriented towards fitness and transportation bicyclists who are skilled and accustomed to travel adjacent to vehicular traffic. Bike lanes vary from striped lanes that are dedicated for bicyclists to wide shoulders suitable for bikes and potentially other pedestrian modes of travel. Striped bicycle lanes are recommended to be a minimum of 5 feet in width.                                                                                                                                                                                                                                                                                                                                                                                                       |
| On-Street Shared Use Trails   | On-street shared use routes on higher speed or higher volume roads are primarily oriented towards the fitness and transportation bicyclists who are skilled and accustomed to travel among vehicular traffic in the same lanes. In residential neighborhoods with lower speeds and traffic volumes, on-street routes are expanded to include the recreational bicyclist, walkers and joggers, and are generally more family-friendly. On-street routes can include pavement markings or signage to indicate a shared use lane. Some lower volume roads or shared use living street applications are predominantly restricted to a walking or biking pace with equal priority given to all modes of transportation and are typically built with traffic calming design measures to reduce conflicts. |
| Sidewalks                     | Sidewalks provide safe travel for walking and jogging within the community to and from parks, trails, businesses, developed areas and destinations. Sidewalks can accommodate bikes and other wheeled modes of pedestrian transportation, though their narrower width and concrete surface are not well suited for these uses. Sidewalks are most often located within a road right-of-way and ideally are a minimum of 5 feet in width.                                                                                                                                                                                                                                                                                                                                                            |
| Natural Trails                | Nature trails are commonly used in areas where a natural appearance is preferred to fit with a natural character. Nature trails can consist of earthen, wood chip or aggregate surfaces, though the trail itself should be constructed in a manner that creates a firm and stable surface suitable for meeting the Americans with Disabilities Act. Nature trails should also be constructed in a manner that reduces the propensity for ongoing erosion and maintenance issues.                                                                                                                                                                                                                                                                                                                    |
| Specialty Recreational Trails | Specialty recreational trails, for the purposes of this plan, encompass a variety of trail types used for recreational purposes. This can include mountain biking, cross-country skiing, horseback riding, etc.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

## SUPPORT FACILITIES

With trail systems comes a need for support facilities. Wyoming has the downtown parking lot to access the Sunrise Prairie Regional Trail which is convenient and in close proximity to additional amenities such as convenience stores for snacks and water. The following provides additional amenities to consider to support the trail users.

### BICYCLE PARKING

Secure bike parking is an essential component of any trail network, whether it is primarily used for commuting or recreation. It is important for trail users to have a safe and convenient place to securely lock their bikes once they reach the end of their trip. Providing secure bike parking at trailheads and in parks on the trail system allows users to stop and take advantage of park amenities or business districts along the way.

Bike parking can also be used to enhance community placemaking with custom colors and logo's to make the stopping location easily identifiable for the user.



### AMENITIES

Trail amenities will support the trail system and can be located at trailheads or points along the way. They can include bike fix-it stations, access to drinking water and restrooms, benches and picnic tables for a place to rest and eat, and shade. An important component to all trailheads is adequate wayfinding signage to include informational maps and kiosks, described in more detail on the following page.



*Image Source: [www.havefunbiking.com](http://www.havefunbiking.com)*



## WAYFINDING

A clear wayfinding signage program should be implemented throughout the community that provides guidance to parks, trails and other points of interest. This is particularly important along routes that are disjointed or have gaps in them, as well as to direct people to sites that are difficult to find. In some cases these can be actual signs, in other cases they can be markers along the route that will allow the user the ability to identify the route.

Trail users unfamiliar with an area rely on signs and landmarks to find their destination if they are commuting, or to locate restrooms, picnic areas, or other amenities if they are a recreational user.

A wayfinding signage program should have clear branding and theme in order to enhance the sense of place and ability to follow signs. Signs could be included with street signs, interpretive kiosks and park entrance and rules/operating hours signs. Signage can also direct trail users to destinations within the community and can be a way to support local businesses in the area.



## RECOMMENDATIONS

A general assessment was completed for the trail and pedestrian systems to evaluate existing gaps, pedestrian crossing concerns and identifying routes that rank as important for improving overall connectivity within Wyoming. While the ranking provides guidance on priorities to meet the needs of the community, the actual implementation of the trails and pedestrian routes will be highly dependent on a number of additional factors, such as the timing of road improvement projects.

It is important that the City of Wyoming continues to evaluate proposed pedestrian routes and routinely collaborates with potential partners to ensure that as future road and development projects are implemented, that the trail system does not get overlooked and become a missed opportunity.

Proposed recommendations are meant to strengthen connectivity across the community with connections to local parks and destinations, local routes for general recreation, and primary connections to the regional trail systems.

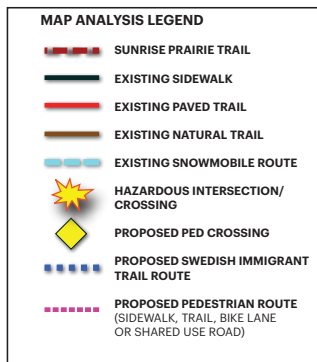
Wyoming has the downtown parking lot adjacent to Railroad Park to access the Sunrise Prairie Regional Trail. This trailhead is convenient and in close proximity to additional amenities such as convenience stores for snacks and water and is a stopping point along the MS 150 bike ride. Additional trailheads may need further exploration as the community continues to develop and connections to the Swedish Immigrant are implemented.

The following provides some recommendations to consider to improve safety and connectivity throughout Wyoming.

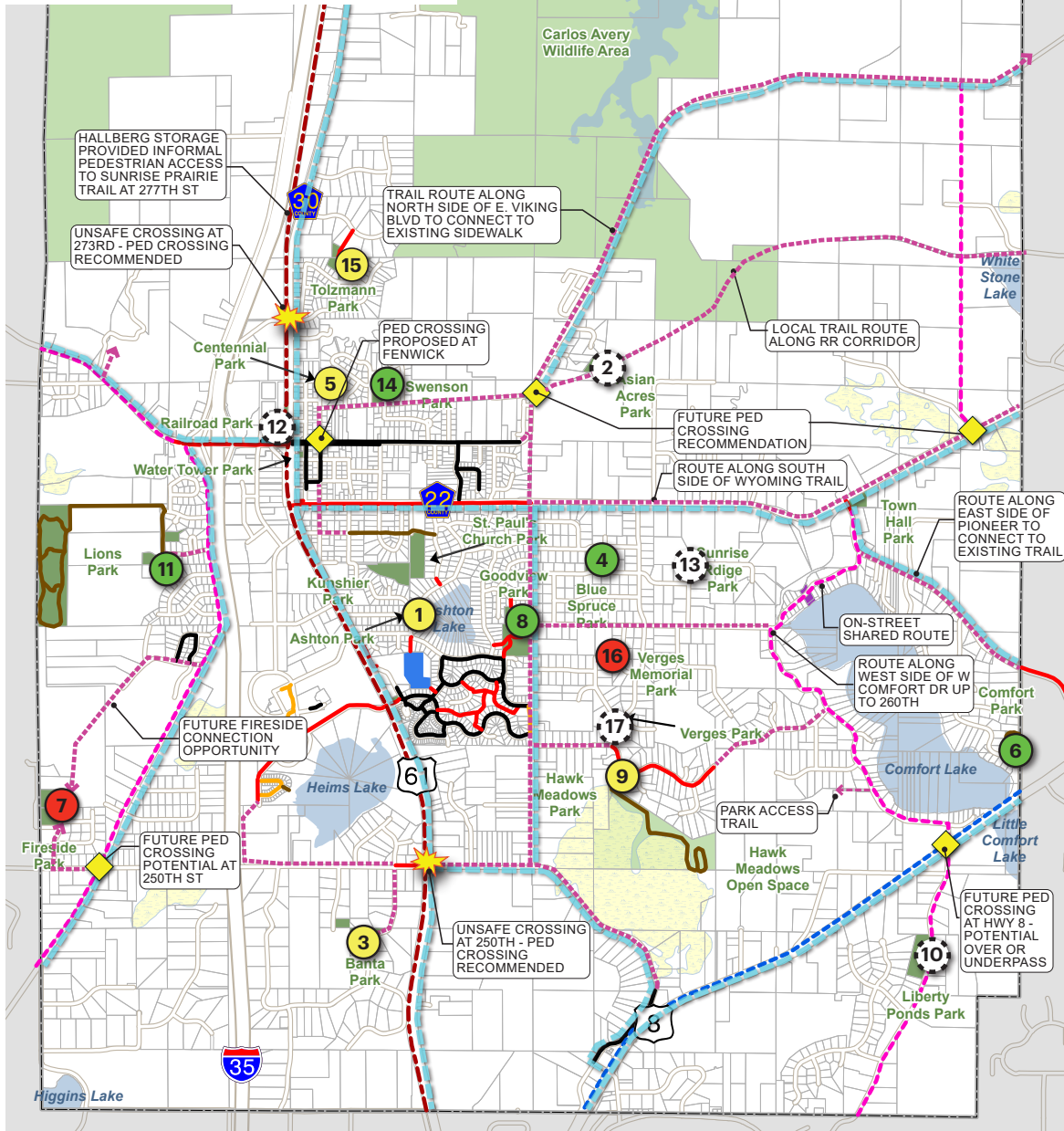
### **Pedestrian Crossings:**

- Co Rd 30 / Forest Blvd and 279th St: Previous pedestrian path to access the Sunrise Prairie Regional Trail is eliminated with the Hallberg Storage Development. Reducing the speed limit starting north of this location should be a consideration.
- Co Rd 30 / Forest Blvd and 277th St: Previous pedestrian path to access the Sunrise Prairie Regional Trail is modified through the Hallberg Storage Development area and still allows for access.
- Co Rd 30 / Forest Blvd and 273rd St: Unsafe crossing, proposed advanced warning signal and crosswalk recommended.
- E Viking Blvd & Fenwick Ave: Proposed pedestrian crosswalk to connect neighborhoods north and south of E Viking Blvd for improved access to commercial areas and Swenson Park.
- E Biking Blvd & Railroad Blvd: Proposed future pedestrian crossing with advanced warning signal if a trail is built along the railroad corridor.





- 1 = Ashton
- 2 = Asian Acres
- 3 = Banta
- 4 = Blue Spruce
- 5 = Centennial
- 6 = Comfort Park
- 7 = Fireside
- 8 = Goodview
- 9 = Hawk Meadows
- 10 = Liberty Ponds
- 11 = Lions
- 12 = Railroad
- 13 = Sunrise Ridge
- 14 = Swenson
- 15 = Tolzmann
- 16 = Verges Memorial
- 17 = Verges Park
- 18 = Whitetail Ridge



## Connectivity Analysis & Recommendations

Wyoming, Minnesota  
March 2022 | WSB Project number: 018972-000

### **Pedestrian Crossings (cont):**

- Hwy 61 and 250th St: While many community members desire a roundabout at this location, there should be considerations for an interim pedestrian activated signal and potential street light for traffic control. This would connect the eastern neighborhoods to the Sunrise Prairie Regional Trail and Banta Park.
- Kettle River Blvd & 250th St: Recommendations for a potential pedestrian activated signal and street light for traffic control as development continues, as 250th St is a primary traffic route. This would connect the eastern neighborhoods to the Fireside Park.
- Hwy 8 & Heath Ave: Proposed over or underpass to cross over Hwy 8. This will especially be important if the route along Hwy 8 is the Swedish Immigrant Trail.
- Wyoming Trail & 269th St: Future pedestrian crossing to connect the proposed trail from Wyoming Trail at 269th St going north to E Viking Blvd to the proposed trail running parallel to Wyoming Trail on the south side.

### **Pedestrian Routes:**

The following identifies some of the major proposed pedestrian routes but the map should continue to be referenced for all proposed routes smaller local routes and should be updated as planning within the community continues.

- Co Road 22: The existing bituminous trail terminates at the McDonald's location and is proposed to continue to points further west. A pedestrian crossing is to be placed at the intersection of the planned Sunrise Riverbank development entrance road to provide proper access to a neighborhood that will otherwise be cut off from the remainder of the community.
- Kettle River Blvd: Recommendations for an improved pedestrian route. There may be opportunities to widen the shoulder on each side of the road with a lowered speed limit and signage indicating pedestrian use, as many bikers use this road. While likely more difficult, road improvements to consider curb and gutter on the western side of the road with an adjacent sidewalk in addition to the widened shoulder lanes would provide additional safety measures and allow for family use of the route to better access Lions Park, as well as the Holiday station, McDonald's, and downtown Wyoming. This corridor has been identified as a high priority pedestrian route.



## **Pedestrian Routes (cont):**

- E Viking Blvd: The existing sidewalk on the north side of the road is proposed to continue to extend further east and connect to the two housing developments identified as underserved communities. The sidewalk would initially terminate at the multi-family housing located on the road curve. The pedestrian route is then proposed to become a separated trail that would connect to the future trail along the railroad line at Railroad Blvd and extend up to the Birchwood Terrace housing. From this location it would continue north / northeast and eventually connect to other trail systems.
- Railroad Blvd: While previously identified as a potential route for the Swedish Immigrant Trail, this route may be a local trail instead, as the regional trail may likely be developed along Hwy 8. The Railroad Blvd route is a highly scenic setting and trail development along this corridor would become a primary destination trail for the community that would also provide a link to the Sunrise Prairie Regional trail at the trailhead alongside Railroad Park. This route has cultural and historical significance to the community and is a higher priority for implementation.
- Wyoming Trail: The existing trail from Hwy 61 terminates at Goodview Ave and it is proposed to continue this trail on the south side of Wyoming Trail.
- Goodview Avenue: A portion of walk extends from Wyoming Trail to the second driveway along the west side of Goodview Ave. A trail or sidewalk is proposed to continue along Goodview down to 250th St / Greenway Ave to provide improved access to Goodview Park and the Elementary School pedestrian routes.
- W Comfort Drive: There will likely be a need for some ROW acquisition, but there is opportunity to create a walk or separated trail along the west side of W Comfort Drive from Hwy 8 (to be Swedish Immigrant Trail route) up to 260th Street. This would provide optimal connections to the regional systems and a highly desired route around Comfort Lake with improved access to several parks. 260th St to Pioneer Road is a narrow route but can be signed as a Share The Road route.
- Pioneer Road: A trail on the eastern side of Pioneer Road to connect to the existing trail that currently terminates at Iris Avenue. This trail route, in combination with W Comfort Drive trails, would allow for a full loop around Comfort Lake and would provide improved connectivity to the proposed Swedish Immigrant Trail on Hwy 8.



# 7. IMPLEMENTATION

## OVERVIEW

The implementation plan provides high level objectives and priorities that help meet the vision and goals set for the park and trail system. However, the implementation strategy shall remain dynamic as priorities will continue to evolve over time based on community needs, changing demographics, funding constraints, and as opportunities may present themselves.

It is recommended that the City of Wyoming review and update the implementation plan and estimates on an annual basis as yearly budgets are established and continue to use it as a guide for future priorities.

## PRIORITIZATION STRATEGY

The recommendations in this plan, at the time of development, have been prioritized based upon a number of factors with a goal to provide quality parks in a balanced and reasonable manner in line with community needs and values. Knowing the realities of significant investments to implement all of the system plan recommendations are not feasible, the city will need to prioritize strategic system initiative and gain public support.

Recommendations to gain public support include:

- » Implement a public information campaign via city website, newsletters, social media, and local press for a convenient location for residents to learn information about proposed parks, trails and improvement plans with associated costs.
- » Engage the public prior to implementation to ensure the improvements meet the expectations of the community and allow the public to gain ownership of the project.
- » Develop an operations and maintenance strategy with an asset management plan that identifies future funding and staffing needs to ensure the city has the capacity and funding to meet these responsibilities.
- » Develop and promote partnerships for proposed projects and implementation.
- » Identify and seek out potential funding mechanisms to support implementation of proposed projects.





The following table outlines a series of criteria as the basis for the prioritization process. The criteria are based on factors that influence the demand for parks, trails and recreation and are broad enough to consider the important factors, yet limited enough to be manageable for decision-makers to gain consensus and take action.

| Prioritization Strategy           |                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Evaluation Criteria               | General Description                                                                                                                                                                                                                                                                                                                                                                                                      |
| Community Demand                  | <p>Identified community demand based on need assessment studies and defined trends, and action is warranted due to:</p> <ul style="list-style-type: none"> <li>» Existing or proposed neighborhood currently lacking adequate access to parks, trails and other recreation</li> <li>» Identified community need that is currently unmet</li> <li>» Existing amenity is ineffective at servicing current needs</li> </ul> |
| Recreation Program Need           | Action is warranted based on current and projected city and local associations' recreation program facility demands                                                                                                                                                                                                                                                                                                      |
| Redevelopment / Upgrading         | <p>Action is warranted due to the following factors:</p> <ul style="list-style-type: none"> <li>» Unsafe conditions / hazard / poor quality</li> <li>» Old and at the end of its life-cycle</li> <li>» Ineffective at servicing current needs</li> </ul>                                                                                                                                                                 |
| Population Density Factors        | <p>Action is warranted to service the needs of a specific area based on:</p> <ul style="list-style-type: none"> <li>» Current and projected population density</li> <li>» Current and projected population and demographic profiles</li> </ul>                                                                                                                                                                           |
| Funding Availability              | <p>Action is warranted due to:</p> <ul style="list-style-type: none"> <li>» Funding availability for specific use</li> <li>» Partnership or funding opportunity for specific development</li> </ul>                                                                                                                                                                                                                      |
| Preservation of Natural Resources | <p>Action is warranted due to:</p> <ul style="list-style-type: none"> <li>» Protection of significant natural resources</li> <li>» Lands for climate mitigation / flood control / stormwater</li> </ul>                                                                                                                                                                                                                  |

# PARK SYSTEM IMPLEMENTATION

## PARK SYSTEM PRIORITIES

The recommendations in this plan, at the time of development, have been prioritized based upon a number of factors with a goal to provide quality parks in a balanced and reasonable manner in line with community needs and values. The following priorities should continually be evaluated and ranked in line with community values and available budgets.

Knowing the realities of significant investments to implement all of the system plan recommendations are not feasible, the city will need to prioritize strategic system initiatives.

1. Prioritize projects that serve the greater community, help promote the sense of place and community celebration and can help generate revenue.
  - » Implement Railroad Park as a special use park and community gateway with a focus on celebration of the history and culture of Wyoming and access to the Sunrise Prairie Regional Trail.
  - » Improve Goodview park with amenities that meet broader community needs to include rentable facilities.
2. Prioritize projects that create high-quality experiences and meet existing needs in terms of proper access to quality recreation.
  - » Develop a park in the proposed Sunrise Riverbank to meet the needs of new populations.
  - » Prepare a master plan and improvement project for full redevelopment at Fireside Park to meet existing needs for quality recreation.
  - » Redevelop Verges Memorial to meet existing needs for quality recreation.
3. Prioritize projects that meet needs for more equitable and balanced recreation.
  - » Develop pickleball courts to meet the needs of broader demographics - potentially at Goodview Park.
  - » Implement more challenging and unique features for the teen to adult user groups (fitness and ninja warrior, unique playgrounds).
  - » Convert or develop ballfields for girls fastpitch.
4. Prioritize budgetary methods to adequately staff and fund parks in line with available budgets.
  - » Review and adjust park dedication requirements in line with current economy and ensure requirements are adhered to by new planned developments.
  - » Ensure the city has a park asset management plan in place to adequately project future funding and staffing needs.
  - » Establish CIP budgets with expected goals for park & trail system plan.
  - » Seek out grants, partnerships and cost-share opportunities to help fund improvements.



## PARK SYSTEM COST PROJECTIONS

The estimate of probable costs are based on a high-level review and comparison of projects of similar size and nature. The costs assume all work is completed by private contractors, bonded and licensed. It does not take into account work that could be completed in-house, through volunteer efforts or through donations or actual site conditions which can greatly affect the costs such as topography, soil remediation, utility costs, etc.

Additional factors to include in the estimate of probable costs are as follows:

- » Construction contingency: A construction contingency of 10% of the estimated costs should be included in the budget for implementation.
- » Professional design, engineering & permits: An estimated fee of 10-20% of the estimated costs should be included in the budget for any items requiring professional design, engineering and permitting. The higher range is for sites that may also need a topographical base map, wetland delineation or geotechnical soils investigations.
- » Inflation: An estimated inflation rate of roughly 3-5% annually should be accounted for future budgeting.
- » Land acquisition or easements: Costs do not include any land acquisition or easements for new park land or trail corridors.

Estimates for future parks are not included.



|  |                   |
|--|-------------------|
|  | = High Priority   |
|  | = Medium Priority |
|  | = Low Priority    |
|  | = Not Prioritized |

| Estimate of Probable Costs |                     |                       |
|----------------------------|---------------------|-----------------------|
|                            | Park                | Estimate Range        |
|                            | Ashton              | \$163,000             |
|                            | Asian Acres         | \$33,000              |
|                            | Banta               | \$359 - 468,000       |
|                            | Blue Spruce         | \$140 - \$245,000     |
|                            | Centennial          | \$50,000              |
|                            | Comfort             | \$9,000               |
|                            | Fireside            | \$735 - \$770,000     |
|                            | Goodview            | \$1.170 - \$1.475 M   |
|                            | Hawk Meadows        | \$50,000              |
|                            | Liberty Ponds       | \$175,000             |
|                            | Lions               | \$275 - \$825,500     |
|                            | Railroad            | \$380 - \$397,000     |
|                            | Sunrise Ridge       | -0-                   |
|                            | Swenson             | \$32 - \$262,000      |
|                            | Tolzmann            | \$376 - \$661,000     |
|                            | Verges              | -0-                   |
|                            | Verges Memorial     | \$161,000             |
|                            | <b>TOTAL RANGE:</b> | <b>\$4.1 to 5.7 M</b> |

## PARK FUNDING

The availability of funding sources will have a direct impact on the implementation of the recommendations of this plan. The following identifies current park revenue sources.

- **CIP:** Starting in 2021, the Wyoming City Council started contributing \$25,000 per year to go towards park Capital Improvement Projects.
- **Gambling Proceeds:** Proceeds can vary greatly yearly. 2020 resulted in almost \$20,000 of revenue and 2021 resulted in over \$32,000.
- **Rentals:** Revenue from building rentals and field reservations are minimal and account for approximately \$5,000 yearly.
- **Park Dedication:** Park dedication revenue is highly variable depending on the current economy as it relates to housing demand and construction costs. Wyoming received \$39,100 in 2020 and approximately \$76,000 for 2021.
- **Grants:** The Minnesota DNR has the Outdoor Recreation Grant that will fund up to 50% of eligible projects up to an amount of \$300,000. Wyoming received funds for Swenson Park through this grant. While there are additional grant opportunities, many are very competitive.

The following describes the current park dedication policy and potential considerations for dedication policies moving forward.

### Sec. 32 - 63. Residential Platted Subdivisions.

The amount of land to be dedicated by a subdivider for residential development shall be based on the gross area of the proposed subdivision. The amount of cash in lieu of land dedication to be contributed by a subdivider for residential development shall be based upon the fair market value of the raw undeveloped land, or at a minimum based upon the actual proposed density determined by the number of building lots or the number of dwelling units.

For the purpose of relating park dedication requirements to the density of development, the following density/rate schedule shall apply to all residential platted subdivisions. These rates represent the total land and cash contribution.

| Density / Rate Schedule                  |                                                      |
|------------------------------------------|------------------------------------------------------|
| Building Lots or Dwelling Units per Acre | Land Dedication Percentage Based upon Buildable Land |
| 0 - 2.5                                  | 8%                                                   |
| 2.5+ - 4                                 | 9%                                                   |
| 4+ - 6                                   | 9.5%                                                 |
| 6+ - 8                                   | 10%                                                  |
| 8+ - 10                                  | 11%                                                  |
| 10+                                      | 11 - 12%                                             |



There is additional information related to zoning, cash in lieu for part or all of the dedication requirements, fair market value determinations and planned unit developments (PUD's) that can be found in the city documents for further reference.

Park dedication is regulated by the Minnesota State Statute and it requires that lands meeting the dedication requirements must be suitable for development. So while lands containing wetlands, stormwater ponds, etc. that are not suitable for development can be included into the city's park system for open space and conservation purposes, the total acreage of these lands unsuitable for development cannot be used toward actual park dedication requirements.



It should also be noted that in some cases proposed residential developments, such as apartment buildings, are included under the commercial / industrial land use classification due to adjoining proposed development, which alters the park dedication fees. Wyoming currently has a dedication rate of 5% gross land area or 5% of fair market value for commercial or industrial park land which is half the amount necessary for high density properties zoned as residential.

Due to the concerns with higher density housing falling under a much lower park dedication rate, it is recommended that the park dedication rates be reviewed and modified to ensure park dedication lands are meeting the needs of actual populations.

The following provides options for park dedication requirement modifications:

- **Option 1:** Alter the park dedication to be a population-based calculation per dwelling unit, regardless of zoning. Many communities have a dedication amount of 0.017 to 0.02 acres of land per newly created dwelling unit. This allows park land to be more in line with actual populations. Cash in lieu can remain at the fair market rate for meeting the land dedication amounts or it can be a set fee per dwelling unit.
- **Option 2:** Alter the Commercial / Industrial zoning park dedication to be raised to 8-10% of total area or 8-10% of market value for cash in lieu. This is in line with many other communities, though there are some instances of rates from 5-8% for this zone.
- **Option 3:** Ensure all new residential housing developments are zoned separately as residential or create new categories for mixed developments with applicable rates.

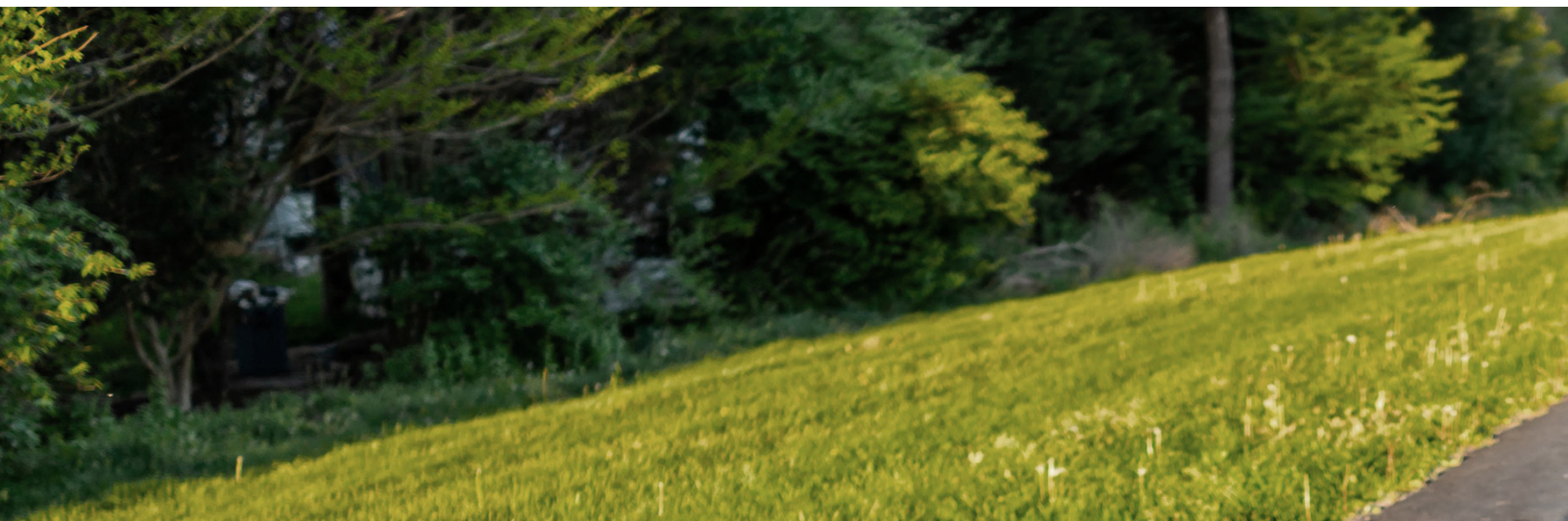
The following scenario's illustrate how differing park dedication policies affect the outcomes based on current dedication policies. Both scenarios show 170 unit developments equating to 425 total residents. Based on general NRPA averages for 9.9 acres of park land per 1,000 residents, the park dedication policies should equate closely to 4.2 acres of land to meet the needs of the new populations. The existing policies show only the single-family development meeting these needs with the apartments meeting only a quarter or less of the needs.

Example 1: 170-unit Apartment Complex on 8.5 acres = 20 housing units per acre

- Current Wyoming residential dedication of maximum 12% land = 1 acre of park
- Current Wyoming commercial / industrial dedication of 5% = 0.42 acres of park

Example 2: 170-unit single family development on 34 acres = 5 housing units per acre

- Current Wyoming residential dedication of maximum 9.5% land = 3.2 acres of park





Most single family homes have private yard space for general enjoyment with items such as patio's, grills, home play systems, trampolines, and a basketball hoop in the driveway. The 3.2 acres of additional dedicated park land supplements their need for outdoor recreation in line with national averages.

Apartment complexes can include small tot lots, possibly a small court space and even indoor facilities such as gyms and pools. The big difference is they lack private outdoor space and therefore the residents may have a larger need for open space and more robust outdoor recreation, especially for teens and adults. An additional 1/2 to 1 acre land will offer little value in outdoor recreation to meet their needs.

Now if we apply the population based dedication to either scenario we get:

- Proposed dedication of 0.017 acres of land per dwelling unit = 2.9 acres of park

The per unit dedication basis helps ensure a more balanced and equitable outcome to parks and recreation based on actual population needs.



Image Source: <https://www.mrlevel.com/blog/play-basketball-to-test-the-strength-of-your-concrete>



Image: Example of apartment building recreation





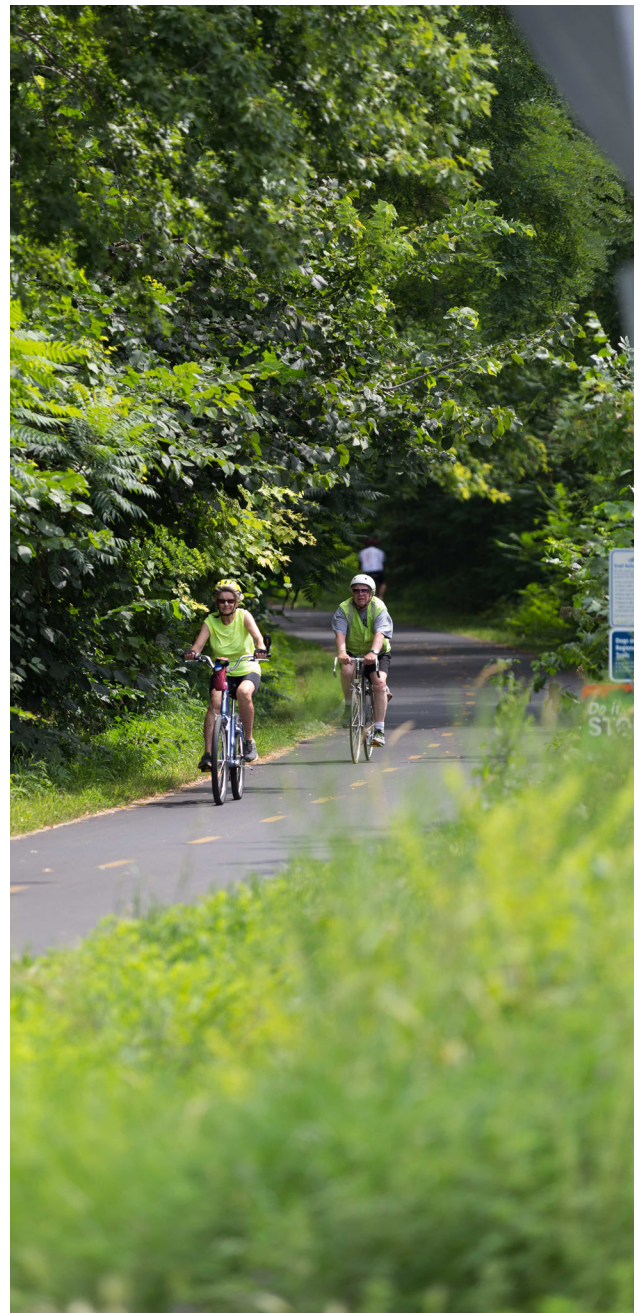
# TRAIL SYSTEM IMPLEMENTATION

## TRAIL SYSTEM PRIORITIES

The recommendations in this plan, at the time of development, have been prioritized based upon a number of factors with a goal to improve pedestrian safety and connectivity across the community.

The following priorities are based on high-level goals and actual implementation will be dictated by many other factors, such as timing of road improvement projects and potential partnership opportunities.

1. Prioritize projects that develop or improve safe pedestrian crossings at critical locations, specifically along high traffic routes such as Hwy 61, E Viking Blvd, Hwy 8, and Kettle River Blvd.
2. Prioritize development of off-street pedestrian routes (trails or sidewalks) along critical routes to connect Wyoming residents to primary destination areas such as parks, the downtown business district, schools and connections to the regional trail systems.
3. Implement requirements to new housing developments that include sidewalks along at least one side of the proposed roadways.
4. Plan for a pedestrian trail along the old railroad corridor between E Viking Blvd and White Stone Lake.
5. Coordinate with appropriate partner organizations to ensure pedestrian routes along roadways are implemented through future road improvement projects.
6. Implement a community-wide wayfinding program with a hierarchy of sign designs with specific design requirements to provide guidance and improve the sense of place.



## TRAIL SYSTEM ESTIMATION

The cost of trail construction is a major barrier to communities hoping to build out non-motorized transportation and recreational networks.

The following tables outline planning level estimates as provided by MnDOT for common bicycle facilities. While actual implementation costs can vary dramatically depending on actual site conditions, any necessary easement or acquisition costs and the current economy, they provide a general idea of the investment required for the varying pedestrian facilities.

| Planning-Level<br>Bicycle Facility Cost Estimates* |                     |
|----------------------------------------------------|---------------------|
| Type                                               | Unit Cost per Mile  |
| Paved Shoulder (For Bikes)                         | \$250,000–\$510,000 |
| Bike Lane                                          | \$14,000–\$20,000   |
| Buffered Bike Lane                                 | \$17,000–\$25,000   |
| Delineator-Separated Bike Lane                     | \$25,000–\$36,000   |
| Curb-Separated Bike Lane with colored pavement     | \$1.9 –\$2.7 M      |
| Shared Use Path (8'-10' wide bituminous trail)     | \$250,000–\$360,000 |
| Concrete Sidewalk (5' wide)                        | \$260,000-\$370,000 |

| Planning-Level<br>Pedestrian Facility Cost Estimates                 |                                                     |
|----------------------------------------------------------------------|-----------------------------------------------------|
| Type                                                                 | Estimated Costs                                     |
| Pedestrian Curb Ramp                                                 | \$2,000 - \$2,500 each                              |
| Pedestrian Activated Crossing Signal or Rapid-Flashing Beacon (RRFB) | \$25,000 - \$30,000 each                            |
| Median Refuge                                                        | \$7,000 - \$10,000 each                             |
| Marked Crosswalk                                                     | \$1,000 - \$2,500 each (varies due to type)         |
| Pedestrian Bridges and Overpasses                                    | \$500,000 - \$2.5M+ (varies due to type and length) |

*\*Bike Planning Cost Estimates are referenced in the MnDOT District 7 Bicycle Plan. The cost of implementing bicycle facilities depends on project context, design, economic conditions, and other factors. Estimates provided are for facilities on both sides of the roadway, except for shared use paths, and do not include engineering, utility, or right of way costs. High end estimates include 40 percent contingency. For more details, see MnDOT's District 7 Bicycle Plan.*



## TRAIL SYSTEM FUNDING

On-going investments in the trail system are needed to implement the recommendations and maintenance practices identified in this plan. The city should incorporate trail maintenance funding and additional maintenance equipment needs into its annual budgeting process to ensure the system is preserved and to maximize the value of the initial investment. Annual trail improvement funds should be evaluated to determine whether they will address the demand. There will be opportunities for the city to extend the pedestrian and bicycle system through other transportation projects. City staff should annually review the CIP to identify opportunities to integrate trail projects into upcoming capital improvement projects.

In addition, the city should explore cost participation opportunities with Chisago County and MnDOT for completing new sidewalks, trails and bridge accommodations along county and state highways and interstates. Other external funding opportunities to consider are provided in the following table:

**Table 6.8 Potential Funding Opportunities for Trails**

| <b>Funding Source</b>                             | <b>Description</b>                                                                                                                                                                                                                                  | <b>Probability</b>                                                                                                                                  |
|---------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| Minnesota Department of Natural Resources (MnDNR) | Federal Recreational Trail Program through the Federal Highway Trust Fund. Application by unit of government in conjunction with a local trail organization for motorized and non-motorized trails, (development or reconstruction) and trailheads. | Competitive, annual application process with priority given to urban youth corps. Award amount varies between \$2,500 and \$150,000 with 25% match. |
| Transportation Alternatives Program (MnDOT)       | Funding opportunity for local and regional agencies for pedestrian and bicycle facilities and programs                                                                                                                                              | Competitive, annual application process in the fall, award amount varies.                                                                           |
| Statewide Health Improvement Partnership (MDH)    | Funding available for programs that focus on improving health and decreasing obesity in Minnesota (not available for infrastructure, but can fund plans or qualified trailhead amenities)                                                           | Competitive, ongoing application process, could cover up to 90% of project costs.                                                                   |
| Local Trail Connections Program (MN DNR)          | Program for local trail connections, priority may be given to those that connect regionally or to state trails.                                                                                                                                     | Competitive, annual spring application. 75% of total cost, up to \$150,000 maximum.                                                                 |
| Highway Safety Improvement Program (MnDOT)        | Intended to improve highway safety. Portion of funding can be allocated to finance bike and pedestrian safety and driver safety programs on highways.                                                                                               | Competitive, up to 90% project costs, annual fall application                                                                                       |
| People for Bikes Community Grant                  | Funding opportunity for pedestrian and bicycle facilities and corridor improvements                                                                                                                                                                 | Spring and fall application. Up to \$10,000 but funding amount must be 49% or less of the total project cost                                        |
| Private Donations and Sponsorships                | Private donations and sponsorships or park and trail facilities could be provided to implement key trail segments or trailhead facilities.                                                                                                          | Varies, dependent upon relationship with local businesses                                                                                           |

# APPENDIX





## Request for Council Action

Date: July 29, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Cleaning Services

Method: New Business

### **Background Information:**

At the July 5, 2022 City Council meeting, Council authorized the release of an RFP for City facility cleaning services. The RFP was posted on the City website, League of Minnesota Cities Marketplace and staff solicited companies. On July 13, staff conducted a site visit with two companies. The RFP was open for three weeks and closed on July 27<sup>th</sup>.

The city received three proposals from: Facilicare, Brown Janitorial Services, LLC and The Garson Group, LLC. The bids are listed below:

| Company                        | Price (Annually) |
|--------------------------------|------------------|
| Facilicare                     | \$25,586.40      |
| Brown Janitorial Services, LLC | \$39,840.00      |
| The Garson Group, LLC          | \$41,400.00      |

Facilicare had the low bid and is the current provider for the city. In 2022, the city is paying \$22,380.54 for their services. The increase for 2023 is due to the addition of the Public Works trailer and inflation.

### **Recommendation:**

Staff is recommending selection of Facilicare for cleaning services in the amount of \$25,586.40 annually.



**CITY OF WYOMING**

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



**Affordable Health-Focused Janitorial Services**  
Preventative Care For A Healthier Business

### **CLEANING PROPOSAL FOR:**

**City of Wyoming City Hall and Fire Department**  
**26885 Forest Blvd.**  
**Wyoming, MN. 55092**

**City of Wyoming Police Station**  
**7665 Wyoming Trail**  
**Wyoming, MN. 55092**

**City of Wyoming Public Works Trailer**  
**26490 Faxton Ave.**  
**Wyoming, MN. 55092**

**City of Wyoming Public Library**  
**26855 Forest Blvd.**  
**Wyoming, MN. 55092**



July 19, 2022

Alex Saxe  
Assistant City Administrator  
City of Wyoming  
asaxe@wyomingmn.org

Alex,

The following is a proposal for cleaning of the City of Wyoming facilities.

FaciliCare is a **woman owned** full service janitorial and facility Services Company. We bring to you over 25 years of experience in providing quality service to our clients.

Our company is located in Wyoming Mn. We have been providing cleaning services to a variety of different commercial clients for many years – some of them for more than 15 years. Including banks, electric utility companies, natural gas utility companies, offices, and large production facilities.

With the combination of technical skill and effective communication FaciliCare strives to be the best choice for cleaning and maintaining commercial facilities.

The following proposal has been designed specifically for the needs of your facility. Please take some time to look it over and contact me if you have any questions. I can be reached by email at [marie@facilicareinc.com](mailto:marie@facilicareinc.com) or cell at (612) 414.8459. I look forward to addressing any questions you may have.

Sincerely,

Marie Muzzy  
FaciliCare Inc.  
[marie@facilicareinc.com](mailto:marie@facilicareinc.com)  
(612) 414.8459





**Affordable Health-Focused Janitorial Services**  
Preventative Care For A Healthier Business

July 19, 2022

Alex Saxe  
Assistant City Administrator  
City of Wyoming  
asaxe@wyomingmn.org

Alex,

Listed below are additional references for FaciliCare Inc. Please feel free to contact the following references between 9:00 AM and 5:00 PM Monday thru Friday.

Chisago Lakes Library  
11754 302<sup>nd</sup> St,  
Chisago City, Mn. 55013  
Contact: Kerstin Finsness  
(651) 257.2817

Plastic Products Company  
30355 Akerson St. and 13116 Lake Blvd.  
Lindstrom, Mn. 55045  
Contact: Penny Labossiere  
(651) 257.5980

Polk Burnett Electric Cooperative  
1001 State Road 35  
Centuria, WI 54824  
Contact: Rick Kosloski  
(715) 646.3329

Rosenbauer Companies  
Bldgs. 1, 2, 3, 4, & 7  
Wyoming, MN 55092  
Contact: Don Anderson  
Or Diana  
(651) 462.1000

If I can be of any further service to you, or answer any questions you may have, please do not hesitate to contact me.

Sincerely,

Marie Muzzy  
FaciliCare Inc.  
[marie@facilicareinc.com](mailto:marie@facilicareinc.com)  
(612) 414.8459



**Affordable Health-Focused Janitorial Services**  
Preventative Care For A Healthier Business

## **DETAILED CONTRACT WORK SCHEDULE FOR: City of Wyoming Admin. & Fire Dept.**

- **Days of Service:** (2) Two days of service performed on Wednesdays & weekend
- **Number of staff at site:** (1) One team member to provide services listed below
- **Estimated work hours per week:** 4.5

### **SPECIFICATIONS OF WORK TO BE PERFORMED**

#### **Entrance Vestibule(s), Lobby / Reception Area(s)**

##### **2 x per week**

- Empty all trash & recycling containers, replace all wet or torn can liners.
- Damp wipe door frames, handles, knobs, plates and partitions with EPA registered disinfectant.
- Spot clean glass areas.
- Damp wipe with EPA registered disinfectant light switches.
- Dust and damp wipe with EPA registered disinfectant open areas on reception/lobby desks, tables, counters and office equipment, phones, and keyboards.
- Damp wipe with EPA registered disinfectant door knobs, handles, and touch points.
- Capture & remove dust from all high and low horizontal and vertical surfaces using microfiber cloths.
- Vacuum rugs and carpeted areas with high filtration equipment.
- Sweep/vacuum hard floors with high filtration equipment.
- Wet mop hard floors with EPA registered floor cleaner.

##### **1 x per month**

- Dust and/or vacuum ceiling vents and diffusers with high filtration equipment.
- Spot clean walls and doors removing fingerprints, smudges and spills.

#### **Hallways**

##### **2 x per week**

- Empty all trash & recycling containers, replace all wet or torn can liners.
- Spot clean partition glass removing prints and smudges.
- Dust and damp wipe with EPA registered disinfectant all horizontal surfaces including cabinets, tables, pictures, office furniture, etc.
- Damp wipe with EPA registered disinfectant light switches.
- Damp wipe with EPA registered disinfectant any door knobs, handles, touch points.
- Clean and sanitize drinking fountains removing watermarks and splashes on sides, fronts and surrounding walls.
- Vacuum all rugs and carpeted areas with high filtration equipment.
- Sweep/vacuum hard floors with high filtration equipment, including corners and edges.
- Wet mop hard floors with EPA registered floor cleaner.

##### **1 x per month**

- Dust and/or vacuum ceiling vents and diffusers with high filtration equipment.



**Affordable Health-Focused Janitorial Services**  
Preventative Care For A Healthier Business

## **City of Wyoming Admin. & Fire Dept. cont.**

### **Offices, Council Chambers, Work Areas, Fire Department Lounge Area**

#### **2 x per week**

- Empty all trash & recycling containers, replace all wet or torn can liners.
- Dust and damp wipe with EPA registered disinfectant all horizontal surfaces including open areas on desktops, office equipment, phones, keyboards, cabinets, and office furniture.
- Damp wipe with EPA registered disinfectant all light switches.
- Damp wipe with EPA registered disinfectant door knobs, handles, and touch points.
- Vacuum all rugs and carpeted areas with high filtration equipment.
- Sweep/vacuum hard floors with high filtration equipment.
- Wet mop hard floors with EPA registered floor cleaner.

#### **1 x per month**

- Dust and/or vacuum ceiling vents and diffusers with high filtration equipment.

### **Lunchroom**

#### **2 x per week**

- Empty all trash & recycling containers, replace all wet or torn can liners.
- Sanitize with EPA registered disinfectant and stock all dispensers (hand soap, paper towels, etc.).
- Sanitize with EPA registered disinfectant the outside of all fixtures to include tables, chairs, counter tops, cupboards, sinks, refrigerators, etc. (client responsible for dishes)
- Sanitize with EPA registered disinfectant the inside and outside of microwaves.
- Clean and sanitize drinking fountains removing watermarks and splashes on sides, fronts and surrounding walls.
- Vacuum all rugs and carpeted areas with high filtration equipment.
- Sweep/vacuum hard floors with high filtration equipment.
- Wet mop hard floors with EPA registered floor cleaner.

#### **1 x per month**

- Dust and/or vacuum ceiling vents and diffusers with high filtration equipment.





Affordable Health-Focused Janitorial Services  
Preventative Care For A Healthier Business

## **City of Wyoming Admin. & Fire Dept. – cont.**

### **Restrooms (4)**

#### **2 x per week**

- Empty all trash & sanitary napkin containers; replace all wet or torn can liners.
- Sanitize with EPA registered disinfectant fronts, tops and sides of trash & sanitary napkin containers.
- Sanitize with EPA registered disinfectant and stock all dispensers (hand soap, paper towels, toilet paper etc.).
- Clean mirrors, removing any splash marks, etc.
- Clean and sanitize with EPA registered disinfectant sinks, faucets, counter tops, back splashes and cabinets. Removing any splash marks, hard water staining, etc.
- Clean with EPA registered disinfectant light switch plates
- Spot clean walls.
- Clean with EPA registered disinfectant door handles, kick plates and touch points.
- Dust and damp wipe with EPA registered disinfectant partitions, tile ledges, horizontal and vertical surfaces
- Sanitize with EPA registered disinfectant partition knobs/handles, handicap rails, t. paper dispenser.
- Sanitize entire toilet and urinal with EPA registered disinfectant including:
  - Clean tank top & sides
  - Clean seat lid
  - Clean area around seat bolts
  - Lift seat & clean underside
  - Clean the entire outside and inside of bowl to include the bowl rim, front & bolts on floor
  - Clean entire outside and inside of urinal including under and around urinal. Removing any water staining and debris.
  - Clean walls around toilet and urinal.
- Sweep entire floor including behind toilet and edges.
- Wet mop hard floors with EPA registered floor cleaner.
- Report any restroom repairs needed to the maintenance department.

#### **1 x per month**

- Pour a small amount of liquid into floor drain to fill plumbing gas trap.
- Dust/vacuum ceiling vents and diffusers.

### **Miscellaneous**

- Client to furnish paper, liners, and cleaning products.
- Maintain janitorial closets in a professional manner.
- Secure building doors, lights, and alarms as required.
- Notify client of any concerns of the facility.



Affordable Health-Focused Janitorial Services  
Preventative Care For A Healthier Business

## **DETAILED CONTRACT WORK SCHEDULE FOR: City of Wyoming Police Station**

- **Days of Service:** (2) Two days of service performed on Wednesdays & weekend
- **Number of staff at site:** (1) One team member to provide services listed below
- **Estimated work hours per week:** 2

### **SPECIFICATIONS OF WORK TO BE PERFORMED**

#### **Entrance Reception Area**

##### **2 x per week**

- Empty all trash & recycling containers, replace all wet or torn can liners.
- Damp wipe door frames, handles, knobs, plates and partitions with EPA registered disinfectant.
- Spot clean glass areas.
- Damp wipe with EPA registered disinfectant light switches.
- Dust and damp wipe with EPA registered disinfectant open areas on reception/lobby counter and furniture.
- Damp wipe with EPA registered disinfectant door knobs, handles, and touch points.
- Capture & remove dust from all high and low horizontal and vertical surfaces using microfiber cloths.
- Vacuum rugs and carpeted areas with high filtration equipment.
- Sweep/vacuum hard floors with high filtration equipment.
- Wet mop hard floors with EPA registered floor cleaner.

##### **1 x per month**

- Dust and/or vacuum ceiling vents and diffusers with high filtration equipment.
- Spot clean walls and doors removing fingerprints, smudges and spills.

#### **Offices, Police Break / Work Areas**

##### **2 x per week**

- Empty all trash & recycling containers, replace all wet or torn can liners.
- Dust and damp wipe with EPA registered disinfectant all horizontal surfaces including open areas on desktops, office equipment, phones, keyboards, cabinets, and office furniture.
- Damp wipe with EPA registered disinfectant all light switches.
- Damp wipe with EPA registered disinfectant door knobs, handles, and touch points.
- Vacuum all rugs and carpeted areas with high filtration equipment.
- Sweep/vacuum hard floors with high filtration equipment.
- Wet mop hard floors with EPA registered floor cleaner.

##### **1 x per month**

- Dust and/or vacuum ceiling vents and diffusers with high filtration equipment.



**Affordable Health-Focused Janitorial Services**  
Preventative Care For A Healthier Business

## **City of Wyoming Police Station – cont.**

### **Restroom (1) and hallway**

#### **2 x per week**

- Empty all trash & sanitary napkin containers; replace all wet or torn can liners.
- Sanitize with EPA registered disinfectant fronts, tops and sides of trash & sanitary napkin containers.
- Sanitize with EPA registered disinfectant and stock all dispensers (hand soap, paper towels, toilet paper etc.).
- Clean mirrors, removing any splash marks, etc.
- Clean and sanitize with EPA registered disinfectant sinks, faucets, counter tops, back splashes and cabinets. Removing any splash marks, hard water staining, etc.
- Clean with EPA registered disinfectant light switch plates
- Spot clean walls.
- Clean with EPA registered disinfectant door handles, kick plates and touch points.
- Dust and damp wipe with EPA registered disinfectant partitions, tile ledges, horizontal and vertical surfaces
- Sanitize with EPA registered disinfectant partition knobs/handles, handicap rails, t. paper dispenser.
- Sanitize entire toilet and urinal with EPA registered disinfectant including:
  - Clean tank top & sides
  - Clean seat lid
  - Clean area around seat bolts
  - Lift seat & clean underside
  - Clean the entire outside and inside of bowl to include the bowl rim, front & bolts on floor
  - Clean entire outside and inside of urinal including under and around urinal. Removing any water staining and debris.
  - Clean walls around toilet and urinal.
- Sweep entire floor including behind toilet and edges.
- Wet mop hard floors with EPA registered floor cleaner.
- Report any restroom repairs needed to the maintenance department.

### **Police Garage Area**

#### **2 x per week**

- Empty all trash & recycling containers, replace all wet or torn can liners.

### **Miscellaneous**

- Client to furnish paper, liners, and cleaning products.
- Maintain janitorial closets in a professional manner.
- Secure building doors, lights, and alarms as required.
- Notify client of any concerns of the facility.





Affordable Health-Focused Janitorial Services  
Preventative Care For A Healthier Business

## **DETAILED CONTRACT WORK SCHEDULE FOR: City of Wyoming Public Works Trailer and Garage Restroom**

- **Days of Service:** (1) One day of service performed on Wednesdays
- **Number of staff at site:** (1) One team member to provide services listed below
- **Estimated work hours per week:** 1.5

### **SPECIFICATIONS OF WORK TO BE PERFORMED**

#### **Office, Cubicles and Break Area**

##### **1 x per week**

- Empty all trash & recycling containers, replace all wet or torn can liners.
- Dust and damp wipe with EPA registered disinfectant all horizontal surfaces including open areas on desktops, office equipment, phones, keyboards, cabinets, and office furniture.
- Damp wipe with EPA registered disinfectant all light switches.
- Damp wipe with EPA registered disinfectant door knobs, handles, and touch points.
- Sanitize with EPA registered disinfectant the inside and outside of microwaves.
- Sanitize with EPA registered disinfectant the table, counter tops, etc. (client responsible for dishes)
- Vacuum all rugs with high filtration equipment.
- Sweep/vacuum hard floors.
- Wet mop hard floors with EPA registered floor cleaner.

#### **Locker room Area**

##### **1 x per week**

- Empty all trash & recycling containers, replace all wet or torn can liners.
- Damp wipe with EPA registered disinfectant all light switches.
- Damp wipe with EPA registered disinfectant door knobs, handles, and touch points.
- Vacuum all rugs with high filtration equipment.
- Sweep/vacuum hard floors.
- Wet mop hard floors with EPA registered floor cleaner.
- Sweep entire floor including behind toilet and edges.
- Wet mop hard floors with EPA registered floor cleaner.
- Report any restroom repairs needed to the maintenance department.



## **City of Wyoming Public Works Trailer – cont.**

### **Restroom (1) in Garage Area**

#### **1 x per week**

- Empty all trash containers; replace all wet or torn can liners.
- Sanitize with EPA registered disinfectant and stock all dispensers (hand soap, paper towels, toilet paper etc.).
- Clean mirrors, removing any splash marks, etc.
- Clean and sanitize with EPA registered disinfectant sinks, faucets, counter tops, back splashes and cabinets. Removing any splash marks, hard water staining, etc.
- Clean with EPA registered disinfectant light switch plates
- Clean with EPA registered disinfectant door handles, kick plates and touch points.
- Sanitize with EPA registered disinfectant partition knobs/handles, handicap rails, t. paper dispenser.
- Sanitize entire toilet and urinal with EPA registered disinfectant including:
  - Clean tank top & sides
  - Clean seat lid
  - Clean area around seat bolts
  - Lift seat & clean underside
  - Clean the entire outside and inside of bowl to include the bowl rim, front & bolts on floor
  - Clean walls around toilet.
- Sweep entire floor including behind toilet and edges.
- Wet mop hard floors with EPA registered floor cleaner.
- Report any restroom repairs needed to the maintenance department.

### **Miscellaneous**

- Client to furnish paper, liners, and cleaning products.
- Maintain janitorial closets in a professional manner.
- Secure building doors, lights, and alarms as required.
- Notify client of any concerns of the facility.



## DETAILED CONTRACT WORK SCHEDULE FOR:

### City of Wyoming Library

- **Days of Service:** (5) Five days of service performed on Mon, Tues, Weds, Thurs, & Sun.
- **Number of staff at site:** (1) One team member to provide services listed below
- **Estimated work hours per week:** 7.5

## SPECIFICATIONS OF WORK TO BE PERFORMED

### Main Entrance and Lobby / Librarian Counter / Reception Area

#### **5 x Weekly**

- Spot clean entrance doors, frames and glass areas.
- Sanitize with EPA registered disinfectant door knobs, handles and contact points.
- Check for and remove any cobwebs.
- Dust and damp wipe with EPA registered disinfectant open areas on reception/lobby desk, counters, and side tables.
- Empty trash and recycling containers, replace all wet or torn can liners.
- Clean light switch plates with EPA registered disinfectant.
- Vacuum rugs, carpet and tile floor areas with H.E.P.A. filtration equipment.
- Wet mop hard floors with EPA registered floor cleaner.

#### **1 x monthly**

- Dust hanging wall art, wall pictures frames and glass.
- Dust / damp wipe window sills.

### Offices/Staff Areas

#### **5 x Weekly**

- Empty all trash & recycling containers, replace all wet or torn can liners.
- Sanitize with EPA registered disinfectant all light switches and plates.
- Sanitize with EPA registered disinfectant door knobs, handles and contact points.
- Spot clean any glass partitions and interior windows.
- Dust and damp wipe open areas with EPA registered disinfectant on desks, tables, counters and office equipment.
- Capture & remove dust, cobwebs, etc. from open areas on all high horizontal surfaces.
- Vacuum rugs and carpet with H.E.P.A. filtration equipment.
- Wet mop any hard floor areas with EPA registered floor cleaner.

#### **1 x Monthly**

- Dust hanging wall art, wall picture frames and glass.
- Dust / damp wipe window sills.





## **City of Wyoming Library – cont.**

### **Library Area / Study rooms**

#### **5 x Weekly**

- Empty all trash & recycling containers, replace all wet or torn can liners.
- Sanitize with EPA registered disinfectant all light switches and plates.
- Sanitize with EPA registered disinfectant door knobs, handles and contact points.
- Spot clean any glass partitions and interior windows.
- Dust and damp wipe open areas with EPA registered disinfectant on tables, counters and office equipment. Note: Does not include bookshelves and tops.
- Vacuum rugs and carpet with H.E.P.A. filtration equipment.
- Wet mop any hard floor areas with EPA registered floor cleaner.

#### **1 x Monthly**

- Dust hanging wall art, wall picture frames and glass.
- Dust / damp wipe window sills.

### **Multi-purpose / Meeting Room**

#### **5 x Weekly**

- Empty all trash & recycling containers, replace all wet or torn can liners.
- Sanitize with EPA registered disinfectant all light switches and plates.
- Sanitize with EPA registered disinfectant door knobs, handles and contact points.
- Spot clean any glass partitions and interior windows.
- Dust and damp wipe open areas with EPA registered disinfectant on tables, chairs, counters, and sink.
- Vacuum rugs and carpet with H.E.P.A. filtration equipment.
- Wet mop any hard floor areas with EPA registered floor cleaner.

#### **1 x Monthly**

- Dust hanging wall art, wall picture frames and glass.
- Dust / damp wipe window sills.

### **Hallways**

#### **5 x Weekly**

- Empty all trash & recycling containers, replace all wet or torn can liners.
- Sanitize with EPA registered disinfectant light switches and plates.
- Sanitize with EPA registered disinfectant door knobs, handles and contact points.
- Sanitize with EPA registered disinfectant any drinking fountains.
- Sweep/vacuum hard floors with H.E.P.A. filtration equipment.
- Wet mop hard floor with EPA registered floor cleaner.

#### **1 x Monthly**

- Dust hanging wall art, picture frames and glass.
- Dust / damp wipe window sills.



## **City of Wyoming Library – cont.**

### **Staff Lunchroom**

#### **5 x Weekly**

- Clean with EPA registered disinfectant and stock all dispensers (hand soap, paper towels, etc. – client to furnish refills)
- Empty trash / recycle containers and replace liners. Spot clean trash bin and lid.
- Sanitize with EPA registered disinfectant the outside of all fixtures to include tables, chairs, counter tops, cupboards, sinks, refrigerators, vending machines etc.
- Clean coffeepots and coffee makers.
- Sanitize with EPA registered disinfectant inside and outside microwaves.
- Sanitize with EPA registered disinfectant all light switches and plates.
- Sanitize with EPA registered disinfectant door knobs, handles and contact points.
- Vacuum rugs with H.E.P.A. filtration equipment.
- Sweep hard surface floors.
- Wet mop hard floors with EPA registered floor cleaner.

#### **1 x Monthly**

- Dust hanging wall art, wall picture frames and glass.
- Dust / damp wipe window sills.

### **Rest Rooms (4)**

#### **5 x Weekly**

- Sanitize with EPA registered disinfectant and stock all restroom dispensers (hand soap, toilet paper, paper towels)
- Empty trash and sanitary napkin containers, replace all wet or torn can liners, and sanitize containers.
- Sanitize with EPA registered disinfectant all fixtures to include light switches, urinals, toilets, sinks, mirrors, countertops, handicap rails, etc.
- Dust / damp wipe with EPA registered disinfectant partition tops, handles and walls.
- Clean door handles and kick plates with EPA registered disinfectant.
- Capture & remove dust, cobwebs, etc. from all high, medium, and low horizontal surfaces.
- Dust/vacuum ceiling vents and diffusers with H.E.P.A. filtration equipment.
- Clean with EPA registered disinfectant walls around sink area and below dispensers, walls / partitions around toilets and urinals.
- Spot clean walls for fingerprints.
- Sweep entire hard floor.
- Wet mop hard floors using an EPA registered floor cleaner.

#### **1 x Monthly**

- Pour a small amount of liquid into floor drain to fill plumbing gas trap.

### **Miscellaneous**

- Client to furnish paper, liners, and cleaning products.
- Maintain janitorial closets in a professional manner.
- Secure building doors, lights, and alarms as required.
- Notify client of any concerns of the facility.



**Affordable Health-Focused Janitorial Services**  
Preventative Care For A Healthier Business

## **MAINTENANCE SERVICE AGREEMENT**

THIS AGREEMENT ("Agreement") made and entered into \_\_\_\_\_, 2022 by and between: City of Wyoming 26885 Forest Blvd. Wyoming, MN 55092 herein after referred to as "Client" and FaciliCare Inc. whose address is 6130 213<sup>th</sup> Place Ne, P.O. Box 569 Wyoming, MN 55092 hereinafter referred to as "Contractor", for services to be provided at:

1. City of Wyoming Administration and Fire Department: 26885 Forest Blvd. Wyoming, MN 55092
2. City of Wyoming Police Department: 7665 Wyoming Trail, Wyoming, MN 55092
3. City of Wyoming Public Works Trailer: 26490 Faxton Ave. Wyoming, Mn. 55092
4. City of Wyoming Library 26855 Forest Blvd. Wyoming, MN 55092

In accordance with the conditions and specifications set forth in this Agreement, Contractor shall furnish to the Client the services identified herein, for a period of twelve (12) months beginning on \_\_\_\_\_.

In the event that Contractor continues to provide services on this contract beyond the initial term of this agreement, it is agreed that this contract will continue in effect until 30 day written notice of termination is given by either party and a full payment of any and all outstanding balances owed. In consideration of the above, the Client agrees to pay to Contractor as follows:

- |                                                                                        |                   |
|----------------------------------------------------------------------------------------|-------------------|
| (2) <b>Two days</b> per week cleaning of the <b>Wyoming City Hall &amp; Fire Dept.</b> | \$129.00 per week |
| (2) <b>Two days</b> per week cleaning of the <b>Wyoming Police Station</b>             | \$ 69.00 per week |
| (1) <b>One day</b> per week cleaning of the <b>Wyoming Public Works Trailer</b>        | \$ 43.50 per week |
| (5) <b>Five days</b> per week cleaning of the <b>Wyoming Library</b>                   | \$291.55 per week |

The above amounts constitute payment for the services outlined in the Detailed Contract Work Schedule attached hereto and incorporated herein, together with any other costs incurred for additional services. Said sum shall be due and payable by the fifteenth day of the service month, beginning \_\_\_\_\_ and on or before the fifteenth day of each month thereafter.

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.

CLIENT: City of Wyoming

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

CONTRACTOR: FaciliCare, Inc.

By: \_\_\_\_\_  
Marie Muzzy, Owner Date





## MAINTENANCE SERVICE AGREEMENT - continued

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IT IS MUTUALLY AGREED:

1. The laws of the State of Minnesota shall govern this Agreement.
2. Modifications to this Agreement may only be made by mutual consent of the parties, which consent must be in writing and signed by both parties. Notice to the parties, as herein required, shall be given in writing at the above listed addresses.
3. Contractor shall carry worker's compensation insurance as required by state statute.
4. Contractor shall carry commercial general liability insurance for personal and property damage in the amount of not less than \$1,000,000.00 per occurrence and \$1,000,000.00 in the aggregate and shall provide the Client with a Certificate of Insurance.
5. All work shall be performed in a good workmanlike manner, and Contractor shall provide regular inspections by the Contractor's supervisory personnel of all premises in which services are provided.
6. All supplies, equipment and property brought on the premises by Contractor shall remain the property of Contractor and shall not be subject to any lien or encumbrance resulting from any action by or against the Client.
7. No service shall be performed by Contractor, its employees or subcontractors that, should in Contractor's reasonable opinion, pose a safety hazard.
8. The Client shall have no right to direct or instruct persons employed or hired by Contractor in the performance of services herein enumerated.
9. Client may not assign their respective rights under this Agreement without prior written consent of Contractor. Contractor may not assign its rights or obligations under this Agreement without the prior written consent of the Client.
10. In case of default by Contractor of any of its agreements contained herein which default is not cured within thirty (30) days of written notice from the Client, the Client may terminate this Agreement.
11. Client agrees to indemnify and hold Contractor harmless from any personal and/or property damage claims in excess the amounts specified in the Certificate of Insurance provided at Client's request and by reference incorporated herein.
12. Client shall pay a service charge on any amounts not paid to Contractor within ten (10) days from the date such payment was due, to be calculated at the rate of 18% per annum.
13. In case of default by Client of any of their respective agreements contained herein which default is not cured by the respective Client within thirty (30) days of written notice from Contractor, Contractor shall have the right, at its option, to declare this Agreement null and void. Contractor may declare immediately due and payable all amounts due hereunder, including monthly payments for services not yet rendered.
14. Client may, at their option, request Contractor to perform additional services beyond those listed on the attached Detail Contract Work Schedule. However, Client agrees that any additional work will be performed at a price mutually agreed upon by the parties as of the time of performance. Such additional services shall be performed in accordance with the terms of this Agreement and payment for such services shall be made by the requesting Client with the next payment due hereunder.
15. During the Initial Term or any Option Period of this Agreement or in the event of its termination, the Client shall not solicit for employment any employees or subcontractors of Contractor for a period of twenty (24) months. Should Client hire the Contractor's employee, Contractor is due a placement fee, equal to the employment placement industries typical minimum fee of \$7,500.00.
16. In any action to enforce this Agreement or claiming a default or breach of this Agreement, the prevailing party in such action shall be entitled to an award of its costs and reasonable attorney's fees.



## Brown Janitorial Services, LLC

Alex Saxe  
26885 Forest Blvd  
Wyoming, MN 55092

(654) 272-5504  
asaxe@wyomingmn.org

|               |                 |
|---------------|-----------------|
| ESTIMATE      | #203            |
| ESTIMATE DATE | Jul 27, 2022    |
| TOTAL         | <b>\$830.00</b> |

### CONTACT US

151 Silver Lake Rd NW, 209  
Saint Paul, MN 55112

(952) 314-2488  
info@brownjanitorialservices.com

## ESTIMATE

| Services | qty | unit price | amount |
|----------|-----|------------|--------|
|----------|-----|------------|--------|

|           |     |         |          |
|-----------|-----|---------|----------|
| City Hall | 2.0 | \$80.00 | \$160.00 |
|-----------|-----|---------|----------|

Cleaning includes City Administration, Fire, Finance and Building Departments  
c. Number of Bathrooms: 4  
d. Frequency: Twice a week (Wednesdays and Saturdays)

Cleaning duties include:

- Vacuuming of carpeted areas
- Mopping of hard floor areas
- Hard surface cleaning, sanitizing
- Trash removal
- Sink and toilet scrubbing
- Storage and mechanical/electrical rooms (not included)

|         |     |          |          |
|---------|-----|----------|----------|
| Library | 4.0 | \$115.00 | \$460.00 |
|---------|-----|----------|----------|

Number of bathrooms: 4 (3 public and 1 staff)  
c. Frequency: 4 Days a week

Cleaning duties include:

Main entryway, lobby and quiet area:

- Clean front entry door and disinfect door handles
- Dust window ledges (as needed)
- Squeegee entry glass panels & door panels (as needed)
- Remove trash and recycle (replace liners and wipe receptacles as needed)
- Wipe clean and disinfect receptionist area
- Remove cobwebs (as needed)
- Vacuum all carpeted areas & walk mats
- Sweep and wet mop hard floor

Offices:

- Remove trash and recycle (replace liners as needed-if applicable)
- Sweep and mop floors
- Dust all frame doors and windows as needed

Restrooms:

- Remove trash and replace liners as needed
- Clean all mirrors
- Wipe clean and sanitize toilet top to bottom
- Scrub and sanitize sink and countertops corner to corner
- Stock supplies (Toilet paper, towel, soap)
- Remove any hard water/water ring
- Dusted air vents and dispensers as needed
- Wipe down and disinfect door and handles, light switches
- Empty female waste containers (as needed)
- Sweep and sanitize floor with wet mop

ADDITIONAL INCLUDED DUTIES

- Pay attention to secure doors.
- Report any accidents causing injury or damage.
- At the completion of the above duties for each work area; Turn off lights (as needed)
- Ensure all entrance doors and common hallway doors are tightly closed
- Maintain janitor's closet in a neat and orderly condition
- Notify building contact of any irregularities such as defective plumbing, lights out, unlocked doors and restrooms supplies needed

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Police station

2.0

\$75.00

\$150.00

Cleaning duties include:

Main entryway:

- Clean front entry door and disinfect door handles
- Dust window ledges (as needed)
- Squeegee glass panels & door panels (as needed)
- Remove trash and recycle (replace liners and wipe receptacles as needed)
- Wipe clean and disinfect receptionist area
- Remove cobwebs (as needed)
- Vacuum all carpeted areas & walk mats
- Sweep and wet mop hard floor

Offices:

- Remove trash and recycle (replace liners as needed-if applicable)
- Sweep and mop floors

Restrooms:

- Remove trash and replace liners as needed
- Clean mirrors
- Wipe clean and sanitize toilet top to bottom
- Scrub and sanitize sink and countertops corner to corner
- Stock supplies (Toilet paper, towel, soap)
- Remove any hard water/water ring
- Dust air vents and dispensers as needed
- Wipe down and disinfect door and handles, light switches
- Empty female waste containers (as needed)
- Sweep and sanitize floor with wet mop



## ADDITIONAL INCLUDED DUTIES

- Pay attention to secure doors.
- Report any accidents causing injury or damage.
- At the completion of the above duties for each work area; Turn off lights (as needed)
- Ensure all entrance doors and common hallway doors are tightly closed
- Maintain janitor's closet in a neat and orderly condition
- Notify building contact of any irregularities such as defective plumbing, lights out, unlocked doors and restrooms supplies needed

Number of Bathrooms: 1

d. Frequency: Twice a week (Wednesdays and Saturdays)

e. Employees that work in this space will required to:

- Successfully complete a background check
- Fingerprints
- Complete CJIS training to work in the PD

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|                      |     |         |         |
|----------------------|-----|---------|---------|
| Public Works Trailer | 1.0 | \$60.00 | \$60.00 |
|----------------------|-----|---------|---------|

b. Offices for Public Works staff

c. Number of bathrooms: 1

d. Frequency: Once a week

b. Offices for Public Works staff

c. Number of bathrooms: 1

d. Frequency: Once a week

Cleaning duties include:

Trailer:

- Remove trash and recycle (replace liners as needed-if applicable)
- Sweep and mop floors
- Dust all frame doors and windows as needed

Restroom:

- Remove trash and replace liners as needed
- Clean mirror
- Wipe clean and sanitize toilet top to bottom
- Scrub and sanitize sink and countertops corner to corner
- Stock supplies (Toilet paper, towel, soap)
- Remove any hard water/water ring
- Wipe down and disinfect door and handles, light switches
- Sweep and sanitize floor with wet mop

## ADDITIONAL INCLUDED DUTIES

- Pay attention to secure doors.
- Report any accidents causing injury or damage.
- At the completion of the above duties for each work area; Turn off lights (as needed)
- Ensure all entrance doors and common hallway doors are tightly closed
- Maintain janitor's closet in a neat and orderly condition
- Notify building contact of any irregularities such as defective plumbing, lights out, unlocked doors and restrooms supplies needed
- Storage and mechanical/electrical rooms (not included)

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#### Employee decription and service schedule

1. There will a minimum of two staff members on duty each time we service the facilities. I, Johnathon Brown will be on site for the first 15 calander days to insure that the cleaning is precise and consistent. Most Importantly I will be there to lead the team in the right direction for a minimum of 15 calander days.

2A. The cleaning schedule will be as followed.

MONDAY: Library, police station

TUESDAY: Library

WEDNESDAY: City Hall, Public Works trailer

THURSDAY:Library police station

Friday: City Hall, Library

2B. The cleaning will take place between the hours of 6pm and 10pm unless otherwise specified.

#### 3. Past References

1. CENTENNIAL UNITED METHODIST CHURCH

2. DEAN`S HOME SERVICE

3. PNC BANK

4. MN CATHOLIC CREDIT UNION

5. ALDRIDGE ARENA (THROUGH RAMSEY COUNTY DIRECTLY)

6. PUBLIC WORKS CLEANING (THROUGH CITY OF HUDSON, WI DIRECTLY)

#### 4. Fee schedule

Net 30 payments. Invoices will be sent each month on the 15th.

Unit price = Price per service

Quantity = Quantity

Per week \$830

Per month \$3,320

Per year \$39,840

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|                                    |                 |
|------------------------------------|-----------------|
| Subtotal                           | \$830.00        |
| <hr/>                              |                 |
| Tax (MN- Washington county 7.375%) | \$0.00          |
| <hr/>                              |                 |
| <b>Total</b>                       | <b>\$830.00</b> |

Thanks for your business!

Brown Janitorial Services LLC

**The Garson Group Cover Page**

**Elijah Garley**  
**The Garson Group LLC**  
333 Washington Ave N,  
Minneapolis, MN 55403

**Alex Saxe**  
**City of Wyoming**  
Assistant City Administrator  
26885 Forest Boulevard  
Wyoming, MN 55092

***To Whom It May Concern,***

I Miah Garley, a representative for The Garson Group present this bid document on behalf of our company. Enclosed will be all the information pertaining to our company's history, references, operation plan, equipment list, staffing plan, and pricing. This offer is valid until either our proposal is accepted or rejected by the receiving party. We have extensively reviewed the RFP and are confident in our ability to service the City of Wyoming's custodial needs. Our proposal includes **1 supervisor and 1 full-time custodian** to handle the day-to-day operations. Information on our employees and vetting process will be enclosed along with insight on our training methods and practices. Here at The Garson Group, we believe it is our duty to go above and beyond for our clients. To date, our company has serviced a total of over 10 million square feet of cleanable space in several different states. Our client list includes large government buildings, universities, schools, businesses, etc. We have a diverse staff with committed supervisors and managers that cater to every custodial need. Our employees are equipped with years of experience and a long list of certificates that allow us to have more leverage and experience than any other company alike. Our total pricing for our services is as follows:

**Total Monthly Cost:**

\$3,450 Dollars monthly

Three Thousand Four hundred and fifty dollars with zero cents

**Total Monthly Hours:**

150 working hours monthly

One hundred and fifty hours monthly

***Thank You,***

Elijah Garley  
***Operating Manager***



# **Cover Letter**

GARSON GROUP COMPANY

CLEANING SERVICES

Elijah J. Garley  
***Operating Manager***

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**Company Summary:**

The Garson Group has been in business for A little over 9 years. Since our inception, we have provide high-quality services at a competitive rate. We have a wide range of clients with different servicing needs which we cater to. With the guidance of great management and our dedicated staff, our company has been able to service projects in various locations of all sizes. Our operations range from standard commercial cleaning to intensive disinfecting and cleaning required by the Covid-19 variant. In total, The Garson Group has serviced over 11million square feet of cleanable space amongst several different clients located across the US. The Garson Group originated in the Midwest where we currently still service projects ranging from big universities to local government buildings. Now, we have contracts varying from government buildings in Minneapolis to large locally owned businesses and government facilities in Idaho. Our ability to expand so quickly is directly related to our adaptiveness and expertise in the cleaning industry. With contracts in over 11 states, Garson Group is quickly becoming a nationwide brand with our main facility now located in the Minneapolis area.

**Operational Plan:**

The operational plan that will be carried out for the **City of Wyoming** is as follows. Our company will provide fully trained, professional, and qualified personnel to perform detailed cleaning services as required. We will maintain the same personnel month over month to ensure consistency in the quality of work throughout the life of the contract. For the City of Wyoming, we will staff a total of 2 employees (**1 full-time, 1 part-time**) for the day-to-day cleaning. All areas of the facility will be cleaned and quality checked by both employee and supervisor to ensure the level of cleanliness meets our company's standards. The workload will be delegated evenly between the 2 employees with hands-on assistance from management. Each employee will need to document his or her daily task completions until a good understanding of their daily task has been met. An example of how the scope of work will be completed is as follows:

Each employee will be assigned a weekly schedule with a list of areas and specific duties to clean. We will assign these buildings/areas by size and frequency to make sure all employees have the same level of work each week. We use this system to establish a routine between the



employee and their respective buildings. Not only will quality remain the same but it will be much easier to identify problems in the case that they do occur. Not only will each employee be properly trained on the ins and outs of their building's needs but they will also be consistently monitored. With each contract, The Garson Group micromanages each site to ensure the level of clean meets our company's standard. Once the employee(s) has shown he/she has a good understanding of their task and can consistently perform, management will be reduced to 2-3 times per week. Each building will also be assigned to our team of supervisor whose main purpose is quality control. Each supervisor will be expected to ensure their team is meeting if not exceeding the expectations outlined in the bid document.

We feel the competitive advantage is in training cleaners not only on the technical skills but also the importance of service skills. Often clients will like a cleaner and think they are the greatest in the world even if their technical skills are average. Our company wants to make this a key part of training cleaning staff. Some of the training elements will be uniform, appearance, communication with the client, body language, how to address complaints, safety equipment like wet floor signs, tone to use when speaking with clients, etc. Training will take approximately 3-6 months with technical training only taking 30% of the time. The company feels not only will we have happier clients but cut down on employee turnover by reducing the stress. We feel by training employee's customer service skills they will also feel like we care about them and want to see them succeed in life in general.

More than anything clients want to know you care and we want to focus on training staff to be proactive in relaying that message. Most clients understand people are human and will make technical mistakes. But, it is unacceptable to not care about a client building or the staff that works in that building when they are paying you.

2<sup>nd</sup> Key element is communication. Most cleaning employees work remotely and does not interact with management on a daily basis. This more than anything can lead to cleaners feeling like nobody is watching and worse nobody cares. The company is going to be very aggressive in creating a communication system so we interact with every cleaner, every day in some way. Either by a supervisor stopping by, calling, texting or maybe even email in some situations. Our thinking currently is daily text alerts mixed with phone calls

Not only will our company provide day-to-day supervisors that will be on site 5 days a week, we would also have periodic meetings once a month with our onsite supervisors and regional manager to ensure performance stays consistent throughout the life of the contract. Other factors that will guarantee positive performance includes quality checks which will be done everyday by the onsite supervisors to make sure all areas of these facilities are to our company's standard. Task sheets, which will be filled out daily for the purpose of tracking each employee's performance and overall quality. Staff supervision, which will make the necessary adjustments in the case that performance is lacking or an employee's quality of work done not meet the expectation we expect. Lastly, staffing the same employees to perform the daily services. This guarantees the same high quality of work throughout.

### **STAFFING PLAN**

Garson Staffing Plan is developed based on the requirements and solution design parameters. Operational roles identified denote full-time positions and take account of the cover for staff sickness and leave.

For successful execution of the contract, Garson will provide sufficient number for each service, suitable and experienced and fully trained personnel for the work position in terms of specialty, education and qualification. Garson has an already established database with experience personnel for the requested services in order to successfully deliver the services under this contract.

### **Frequently Asked Vendor Questions:**

**a. Provide a start-up plan/schedule starting with the receipt of the Notice to Proceed.**

Upon receiving a notice to proceed, our goal is to immediately begin assigning duties to our current staff. We will then purchase all the additional supplies needed to begin the contract. Our contract execution time is rather quick due to our dedicated team.

**b. Describe how the project will be organized and managed.**

Our project work approach is relatively simple. We follow a chain of command system. Each of our employees will be assigned to a supervisor (in this case 1) and the scope of work will be split evenly between the two teams to execute. Both supervisors are responsible for quality checking each site and making sure the cleaning frequency is being met in regards to the scope of work. Reports will be made at least once monthly outlining the overall progress and standard of clean.

**c. Describe your processes, procedures and methodology for monitoring quality control and required outcome for services being provided as described herein.**

We spend a lot of time training are employees and instilling the values we believe as a company. Our number was goal is to provide high quality services and this is emphasized with everything we do. It is our duty to make our clients happy and appreciative of our work. Not only constantly monitor and assist our employees with each building by constantly offering additional help and consistently quality checking each building to meet our level of clean. We also have certain infrastructures in place that serve as an extension of our quality control.

**d. Describe your progress reporting capabilities and provide sample reports for this project.**

Once a month our supervisor(s) are required to write a brief description to the general manager on both the employees and their buildings. In this summary, all aspects of the employees performance and the cleanliness of the building will be documented. Not only do we take these reports seriously but those underperforming/consistently receive less than satisfactory reviews will be reprimanded and/or ultimately let go. A copy of this report or the overall reports will be available for the department.

**e. Describe the procedures for requesting emergency services.**

The procedure for requesting emergency services is as follows. The phone number to both the general manager and supervisors will be provided to the city via email and the contract commence date. When any additional services are needed all we ask is that the city either call or email any one of the persons provided. Once we receive the request we will send out a staff member within the hour to complete the work. Upon completion, our staff member will provide the personnel on duty at the requested site of service to sign a document stating the work was complete. That form will be then be given to his or her supervisor to log into our system.

**f. Describe the process to address questions and complaints.**



City of Wyoming has complete discretion as to how they would like to address and questions or complaints. All of our contact information for both supervisors and general/ regional managers will be made available.

**g. Describe your processes that address absences in the event an employee is not available to work.**

The Garson Group utilizes staffing systems such as “WhenWork” for our scheduling. In the event that an employee calls-off, the superior to which that employee works under is expected to service their respective building.

A standard practice at our company is to have an excess of staff at any given time. Not only does this help maintain consistent quality but in the event that an employee does call off, we naturally have the staff to make the necessary adjustment. Generally, both our supervisors and staff are very good at communicating with one another to ensure this doesn’t happen.

**h. Provide a description of your hiring process, including recruiting, guidelines for screening prospective employees, drug testing policy, background checks, and training.**

The Garson Group hiring process is quick and efficient. We utilize applications such as Indeed or GoodHire to screen and vet each applicant. Once we find a person or a group of potential employees that we are interested in we then begin the interviewing process. With each interview we ask a series of question to better understand the strengths of the person. We relay the key values of our company and our expectations for everyone under the company. If we feel the applicant is a good fit we then go to the next step of the hiring process. We schedule an in-person meeting where we ask a different set of questions to understand the persons background and how they plan on excelling her at The Garson Group. Once an employee has passed these levels of the application process, both a background and drug check are both administered contingent upon a job offer. Once an employee is successfully hired training begins. Training usually last for about 6 months total. In that time the employees work ethic, quality, and consistency will be closely monitored. Any adjustments needed will made made immediately.

## **QUALITY ASSURANCE**

Our service philosophy is to develop long term customer relationships based on a quality of service that goes beyond our core cleaning functionality. We ensure that other elements of our service delivery model reflect the quality of our cleaning in order to ensure that our customers receive the very best service experience.

Quality Control (QC) is performed by all personnel during work activities to ensures that the execution of the tasks meets all quality requirements of the contract. The facilities are closely monitored and inspected by an operation team member. Our quality control program consists of both regularly scheduled visits as well as unscheduled visits to each site.

A project manager is assigned to every site to improve the overall quality control during the day. The project manager's responsibility consists of supervising the employees, as well as maintaining a direct relationship with each client.

Our staff is the most important factor in providing quality service for our clients. We only seek qualified prospective employees on an ongoing basis for general cleaning requirements. In addition, each employee receives a comprehensive background investigation as a part of our employment procedures. We also provide on the job trainings for all employees.

Key Performance Indicators (KPIs) is a great tool for assessing performance, quality of work and other elements of the contract that would be advantageous to our clients. It measures performance and is a good tool for measuring success. It helps us to stay on track, ensure we meet our customer service goals, help to build customer loyalty, improve our customers experiences and helps us to grow as a business.

Some agenda items/issues that we would want to discuss for quarterly review meetings are, our performance to ensure our client's satisfaction, challenges experienced, suggestions for improvement, if need be.

**Company Equipment:**

**\*Supplies and equipment include but are not limited to the following below.\***

| Product List                           | Quantity |
|----------------------------------------|----------|
| Anti-Air Dust Covers                   | 7        |
| Pump Pressure Sprayer                  | 4        |
| DuPont Tychem 2000 (XL)                | 3        |
| Shoe Covers (50 pcs)                   | 3        |
| Protective Safety Goggles              | 5        |
| Nu-Foamicide                           | 3        |
| Face Mask Disposable (50 pcs)          | 3        |
| Clorox 22oz Spray Bottle               | 9        |
| Clorox Toilet Bowl Cleaner             | 9        |
| Microfiber Towels (50 pcs)             | 10       |
| Windex Spray Bottle 22oz               | 11       |
| Awesome All Purpose Cleaner 64 oz      | 5        |
| Awesome All Purpose Cleaner            | 8        |
| Mr.Clean Spray Bottles 22 oz           | 12       |
| MBS Disinfectant Cleaner Concentrate   | 3        |
| CAT C20 Electric Walk-Behind Scrubber  | 2        |
| Clorox Disinfecting Wipes              | 1        |
| Non-Acid Bathroom Cleaner Victoria Bay | 5        |
| Disposable Gloves (2 pcs)              | 6        |
| Sani-HyPerCide Germicidal Spray        | 8        |
| Custodial carts                        | 5        |
| Restroom Closed Sign                   | 5        |
|                                        |          |

| Product List                                   | Quantity |
|------------------------------------------------|----------|
| Citrus II Spray 22 oz                          | 4        |
| Paper Towels (3 pcs)                           | 10       |
| Scrubbing Bubbles                              | 7        |
| Mop                                            | 9        |
| Auto Scrubber                                  | 3        |
| Mop Buckets                                    | 9        |
| Magic Eraser (10 pcs)                          | 5        |
| Pot Scruber (3 pcs)                            | 10       |
| Enzyme Cleaner                                 | 5        |
| Dawn Soap                                      | 7        |
| Tide Detergent                                 | 1        |
| Pressure Washer                                | 2        |
| Reusable Gloves                                | 5        |
| Paper Towels (3 pcs)                           | 10       |
| Vinegar 64 oz                                  | 3        |
| Bleach 64 oz                                   | 5        |
| Carpet cleaning machine                        | 2        |
| Hard floor surface cleaner                     | 3        |
| Pine Cleaner Disinfectant                      | 3        |
|                                                |          |
| Anti-V Solution 22 oz                          | 5        |
| Carpet extractor                               | 2        |
| Franklin Hi-Genic non acidic bowl and bathroom | 5        |
| Betco AF79 Acid Free                           | 5        |
| Tennant R4 Ride On                             | 2        |



**\*Example Sheet\***

|            |
|------------|
| Start Time |
| 3:30 PM    |

# The Garson Group

## Garson Group Work Plan

| TIME     | TASK TO COMPLETE                                                                                        | CHECK BOX IF COMPLETED  | MISCELLANEOUS TASK:              |
|----------|---------------------------------------------------------------------------------------------------------|-------------------------|----------------------------------|
| 3:30 PM  | Clean and mop all floors, sanitize all door knobs and touch points                                      | ✓                       |                                  |
|          | Clean and sanitize bathrooms                                                                            | ✓                       |                                  |
|          | Clean & sanitize urinals and stools                                                                     | ✓                       |                                  |
| 6:30 PM  | <b><u>Break (30 minutes)</u></b>                                                                        |                         |                                  |
|          | Clean & fill dispensers (toilet paper, paper towels, soap, feminine napkins, liners for diaper station) | ✓                       |                                  |
|          | Clean & polish hand push plate and kick plate                                                           | ✓                       |                                  |
| 9:30 PM  | Clean walls & partitions where soiled by daily use<br>Sweep & mop                                       | ✓                       | Also cleaned entrance door glass |
|          | Clean entry way                                                                                         | ✓                       |                                  |
| 12:00 PM |                                                                                                         | <u>New Shift Starts</u> |                                  |

In each box, write description of work completed

Supervisor Signature



Date

12/14/21

Supervisors will be responsible for evenly delegating the daily task to employees. Both employee and supervisor are responsible for ensuring the completion of each daily task and filling out the daily task work plan sheet. This is to ensure that all scopes of work are successfully covered and all areas of the facilities are being serviced. Supervisors are responsible for both quality checking and the completion of daily, weekly, monthly and semi-annual task are properly completed.

**CITY OF WYOMING STAFFING CHART**

*\*Please see attachment\**

**Employee's Certifications & Training Include:**

Blood & Pathogen Training  
Team Management Certificate  
Crowd Control  
Team Leadership  
Orbio Training  
Covid-19 Disinfecting Training  
Ground Maintenance

**Training**

Every employee that participates in the completion of this contract have been adequately trained for this scope of work. Not only do we place our current crew through the proper training to successfully fulfill their respective duties, we tailor are trading needs to each contract to ensure the maximum performance level from our staff. All training and preparation are done both remotely and collectively. Training typically takes between 3-6 months with the majority being offsite. The process begins in the classroom with custom made materials and media that show exactly what they will be doing at the job-site and how to use, maintain, and order the supplies and equipment needed for their position. In addition, the critical aspects of behavior and proper professional conduct are stressed and documented on both a general and location-specific basis, allowing the trainer to customize many aspects of the training materials for each new employee and the environment they will be working in. The next and ongoing step in the training process involves working side by side with a skilled supervisor at the customer site, using position descriptions and job books that are created and maintained per facility, along with the long term experience and knowledge of the supervisor of the site. Consistency, thoroughness, and continuity are keys to success in training new employees and ensuring that all required and desired aspects of EnviroTech's professional cleaning program are in place and being completed on a daily basis for every individual customer.



### **Background Checks**

All applicants who are offered employment with the company will be subjected to a background by either us (The Garson Group) or a third-party vendor. As such, applicants and employees may be subject to a consumer report or investigative consumer report. The Company will review the relevant background information to select and retain the most qualified employees with the end goal of maintaining a safe and productive work environment. This policy applies to the criminal history screening of prospective and current employees. The Company will conduct all third party background checks in accordance with the Fair Credit Reporting Act (FCRA), other applicable federal and state laws, and Company procedures. Prior to the background check being conducted, the applicant will be required to complete disclosure and authorization forms authorizing the Company to conduct specific background checks. This authorization will be made in either electronic or written form and will remain valid throughout the employee's employment with the Company, if hired as allowed by applicable law.

Background checks will be kept confidential and will only be shared with individuals who have a business need to review the information to make employment decisions. Reports will be retained in accordance with the Company's document retention procedures and federal and state regulations.

### **Employee Attendance & Retention**

According to the multiple sources, 80% of turnover can be attributed to bad hiring decisions. This implies that post-hire programs and initiatives (where the vast majority of turnover reduction efforts take place) focus primarily on the remaining 20%.

Tackling turnover by modifying your candidate screening process represents an enormous opportunity for companies of all shapes and sizes.

Companies that take this seriously will reap the rewards of appreciable improvement to their employee retention over time. Below, we offer a step-by-step guide for how to do this and more.

Certifications

**Our Experience Includes:**

**1.) City of Moscow, Idaho**

The Garson Group provides janitorial services for the City of Moscow, we are responsible for every day cleaning of the 5 different building totaling over 100,000 square feet. Our daily routine consist of the vacuuming and mopping of common and main floor areas, cleaning of over 30 male and female bathrooms, the sweeping and mopping of stairways, dusting all cubicles etc. Through our hard work and professionalism we have received recommendations to service the City of Moscow and their janitorial needs.

Address:

950 Bannock St. Suite 1100 Boise, Idaho 83702

Contact:

David Schott

***Parks & Facilities Manager***

**2.) Wichita State University**

This was one of our bigger contracts in the area. We were responsible for cleaning the student dorm rooms during the summer break. In total we prepared over 260+ rooms in a span of about 24 days. Not only did we get this work done quickly but we also received high recommendation from the Director of Student Housing to come back for the summer clean of 2022.

Address:

1845 Fairmount St, Wichita, KS 67260

Contact Name:

Katie Austin

***Director of Student Housing***

**3.) Aqua Nail & Beauty**

We have been cleaning this business for the past 9 months. Not only do we do a consistent job ensuring our client is happy. We go above and beyond in our efforts to make this environment as clean as possible for the next set of customers that walk in that door. We clean 5x weekly and the total facility is about 13,000 square feet.

Address:

2480 Briarcliff Rd NE #17, Atlanta GA 30329

Contact Name:

Amy Zhou

***Business Owner***

**4.) National Guard Armory, St.Paul**

This is the largest National Guard building currently in Minnesota. We have serviced this building for a little over three years. Because of our reliability and professionalism, our relationship with both the building manager and the district supervisor, we have received (2) one-year additional extensions on our contract. The total square foot of this building is 128,000.

Address:

600 Cedar St. Saint Paul, MN 55101

Contact Name:

Mia Ling

***Construction Acquisition Supervisor***

**5.) Saint Paul City Hall Annex**

The Garson Group provides janitorial services for the Saint Paul City Hall Annex, we are responsible for every day cleaning of the 15 story building totaling over 100,000 square feet. Our daily routine consist of the vacuuming and mopping of common and main floor areas, cleaning of over 30 male and female bathrooms, the sweeping and mopping of stairways, dusting all cubicles etc. Through our hard work and professionalism we have received recommendations from the City of Saint Paul to assist in several custodial-required projects in Saint Paul.

Address:

27 W 4th St. Saint Paul, MN 555102

Contact Name:

Ed O'Connor

***Supervisor of Custodial Services***

**6.) Saint Paul Deeds Building**

The DEEDS building is one of our more frequented facilities, with a high volume of foot traffic. We provide several services for this building ranging from janitorial to trash and shredding removal. The size of this building is a little over 170,000 square feet.

Address:

27 W 4th St. Saint Paul, MN 555102

Contact:

Miah McMullian

***Supervisor of Maintenance***



**7.) University of South Dakota**

We have done a few projects with the school, this one being the cleaning and disinfecting of student dorms who were exposed to Covid-19. We helped keep the university free from any major COVID-19 outbreaks as well as welcoming students to a clean environment.

Address:

North Commons 100, Vermillion, SD 57069

Contact Name:

Kate Fitzgerald

*Director of Student Housing*

**8.) City of Minneapolis**

Janitorial services for the city of Minneapolis consisted of cleaning all police precincts located in Minneapolis, Public Works Buildings, City Water Plants, Voting Center etc. Buildings total over 1,000,000 square feet. With over 20 different locations.

Address:

661 N 5th Ave, Minneapolis, MN 55405

Contact Name:

Andre Reed

*Finance & Property Services*

*Supervisor of Custodial Services*

**9.) Bonefish Grill**

A contract that we just began with the restaurant about 1month ago. Overall, the staff is happy thus far and has expressed appreciation for our services. Our company looks forward to making sure that both the staff and customers are satisfied with our cleaning efforts at this facility.

Address:

2997 Cobb Pkwy SE, Atlanta GA 30329

Contact Name:

Johnn Gilmore

*Staff Member*

**10.) Baker University**

We have helped the current company with the summer dorm room cleaning under a sub-contractor agreement. Not only do we service the bulk of the work but we also provide the majority of the staff members on a day to day basis. In our last contrast, we service a total of 400 dorm rooms. Not only are we committed to securing this contract for own company, we also look forward to serving the college with other aspects of janitorial services in the near future.

Address:

618 Eighth St, Baldwin City, KS

Contact:

Gabriel L. Bradley

***Contractor***

### **11.) Bella Nails & Spa**

We have been cleaning this business for the past 9 months. Not only do we do a consistent job ensuring our client is happy. We go above and beyond in our efforts to make this environment as clean as possible for the next set of customers that walk in that door. We clean 5x weekly and the total facility is about 13,000 square feet.

Address:

11136 S Waterford Dr J, Olathe, KS 66061

Contact Name:

Amy Zhou

***Business Owner***

### **12.) University of South Dakota**

We were responsible for cleaning 84 public and private student bathrooms each day. When the university could not meet the staffing requirement the scope of work required the outsourced the contract to our company. We were able get this work done efficiently and both student and faculty were beyond satisfied with our efforts. This project demanded a quick yet reliable workforce to get the job done.

Address:

414 E Clark St, Vermillion, SD 57069

Contact Name:

Darby Ganschow

***Director of Auxiliary Services***

### **12.) Mankato State University**

We were responsible for cleaning two separate set pf buildings on the mankato main campus. Total, the buildings amass over 230,000 square feet with relatively high foot traffic. Not only do we still service this building after 24 months, we have received a good recommendation from our contact personnel at the university. We have been told that our workforce and professionalism is outstanding.

Address:

288 Wiecking Center, Minnesota State University, Mankato, Mankato, MN 56001

Contact Name:

Jamaia Lewis

***Director of Student Housing***

### **13.) Exploring Minds Academy of Kansas**

Our company cleans this building 5x per week for the past year. Overall, this is one of our messier buildings because of the heavy foot traffic by children. The current owner ended the last cleaning service contract because of quality problems with the previous vendor and has since been satisfied with our company.

Address:

13112 S 51st St, Kansas City, KS 66106

Contact Name:

Liz Keller

***Owner***

### **14.) National Guard Armory, Cottage Grove**

We have serviced several National Guard Armories for several years now, for every location we provide standard custodial services that consist of mopping and vacuuming common area, taking out trash, cleaning all the bathrooms in the facilities, dusting, window cleaning, carpet cleaning, disinfecting etc. The total size of this facility is approximately 56,000 square feet.

Address:

8180 Belden Blvd. Cottage Grove, MN 55016

Contact Name:

Mia Ling

***Construction Acquisition Supervisor***



**15.) Morehouse College**

We have helped the current company with the summer dorm room cleaning under a sub-contractor agreement. Not only do we service the bulk of the work but we also provide the majority of the staff members on a day to day basis. In our last contrast, we service a total of 400 dorm rooms. Not only are we committed to securing this contract for own company, we also look forward to serving the college with other aspects of janitorial services in the near future.

Address:

830 Westview Dr SW, Atlanta, GA 30314

Contact:

Gabriel L. Bradley

***Current Vendor***

**Pricing Sheet**

**Total Monthly Cost:**

\$3,450 Dollars monthly

Three Thousand Four hundred and fifty dollars with zero cents

**\$41,400.00 Annually**

**Total Monthly Hours:**

150 working hours monthly

One hundred and fifty hours monthly

A handwritten signature in black ink, appearing to read 'EJG' or similar, with a stylized flourish.

**Elijah J. Garley**  
**Chief Operating Manager**

**RESOLUTION NO. 22-08-70**

**CITY OF WYOMING  
CHISAGO COUNTY, MINNESOTA**

**A RESOLUTION SELECTING FACILICARE FOR CLEANING CITY FACILITIES IN  
THE ANNUAL AMOUNT OF \$25,586.40**

**WHEREAS,** At the July 5, 2022 City Council meeting, Council authorized the release of an RFP for City facility cleaning services; and

**WHEREAS,** The RFP was posted on the City website, League of Minnesota Cities Marketplace and staff solicited companies; and

**WHEREAS,** The city received three proposals from: Facilicare, Brown Janitorial Services, LLC and The Garson Group, LLC.

**WHEREAS,** Facilicare had the low bid.

**NOW THEREFORE, BE IT RESOLVED** The City Council approves selecting Facilicare for cleaning city facilities in the annual amount of \$25,568.40.

**Hereupon said resolution was declared passed and adopted by the City Council of the City of Wyoming this 3<sup>rd</sup> day of August, 2022.**

**CITY OF WYOMING**

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

**ATTEST:**

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





## *Request for Council Action*

*Date:* July 29, 2022

*Presented to:* Mayor Iverson and City Council Members

*Presented by:* Robb Linwood, City Administrator

*Department:* Administration

*Reference:* All Boards Meeting for Draft Comprehensive Plan

*Method:* New Business

### ***Background Information:***

The Planning Commission has completed a final draft of the Comprehensive plan and it will be going back to WSB for final edits, pictures and diagrams. Staff believes it would be a good opportunity to have an all boards meeting and review the document in its draft form and provide feedback to both the Planning Commission and City Council. Staff has proposed Tuesday, August 30<sup>th</sup>, 2022 at 6:00PM for the meeting. Boards and commissions will be notified of the meeting date at their upcoming August meetings.

### ***Recommendation:***

To approve and notice an all boards meeting to review a draft comprehensive plan on August 30<sup>th</sup>, 2022 at 6:00PM.



**CITY OF WYOMING**

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