

**AGENDA
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
DECEMBER 20, 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 December 6, 2022
2. Consider approving the minutes of the "Work Session Meeting" of the Wyoming, Minnesota City Council for December 13, 2022

SCHEDULED BID LETTINGS:

SCHEDULED PUBLIC HEARINGS:

CONSENT AGENDA:

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

3. Consider authorizing the payment of recommended bills, payroll and journal entries for the period of December 7, 2022 to December 20, 2022
4. To consider **Resolution 22-12-128** a resolution approving The Wyoming Fire Relief Associations request to the City of Wyoming raising the Relief Association's pension level to \$4,500 per year of active service

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

5. Report of the Public Safety Director, Neil Bauer, for December 16, 2022
6. Report of City Building Official, Fred Weck, IV for December 15, 2022
7. Report of the City Attorney, Tom Loonan, for December 16, 2022
8. Report of City Engineer Paul Hornby, WSB for December 14, 2022
9. Report of the Public Works Superintendent Chuck Almhjeld for December 20, 2022

COMMUNICATIONS:

10. CLFLWD Sunrise River Hwy 61 Wetland Enhancement Project Construction
11. 2023 East Viking Blvd. Road Projec/5481 East Viking Blvd Gatzow Parcel

OLD BUSINESS:

NEW BUSINESS:

12. To consider **Resolution 22-12-129** a resolution approving a Conditional Use Permit for the Master Plan of a Planned Unit Development, C-22-003, Katie's Glen, Location: Goodview Avenue between 255th & 258th Streets, Applicant: Pobuda Enterprises Property ID Number: 21.10140.00
13. To consider **Resolution 22-12-130** a resolution approving the Preliminary Plat of Katie's Glen, D-22-0016, Location: Goodview Avenue between 255th & 258th Streets, Applicant: Pobuda Enterprises Property ID Number: 21.10140.00
14. To consider an update of the Long Term Plan Financial update for the City of Wyoming by Abdo Financial
15. To consider **Resolution 22-12-131** a resolution authorizing the purchase of iPlan tables for the Building Department
16. To consider **Resolution 22-12-132** a resolution adopting the City of Wyoming 2022 Comprehensive Plan Update
17. To consider an agreement with Abdo Financial Solutions for accounting services/outsourced finance director for the duration of January 1, 2023 to December 31, 2025

COUNCIL REPORTS:

ADJOURN

**DRAFT MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
DECEMBER 6, 2022
7:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for December 6, 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, Dennis Schilling, Brett Ohnstad, and Claire Luger

ABSENT: None

Also Present: Tom Loonan-Eckberg Lammers, Robb Linwood-City Administrator, Alex Saxe-Assistant City Administrator, Mark Erichson-WSB, Neil Bauer-Public Safety Director, Fred Weck-Zoning Administrator/Building Official, Victoria Holthaus-Abdo, Jessi Sturtz-Abdo (Via Zoom) and Chuck Almhjeld-Public Works Superintendent (Via Zoom)

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for November 15, 2022

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR NOVEMBER 15, 2022 AS SUBMITTED.

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

Voting Nay: None

Abstain: None

Absent: None

SCHEDULED BID LETTINGS:

SCHEDULED PUBLIC HEARINGS:

2. To consider **Resolution 22-12-113** a resolution certifying the 2022 tax levy collectible in 2023

City Administrator Linwood – Introduced Victoria Holthaus from Abdo and asked her to present an overview of the 2023 budget.

Victoria Holthaus, Abdo – Gave a brief overview of the proposed 2023 budget and levy.

Mayor Iverson – Asked for detail on home valuations and who has control over that decision.

Ms. Holthaus – Explained that the City coordinates with the Chisago County Assessor’s Office

to do the valuations and noted that the County had completed the valuation process throughout 2022.

City Administrator Linwood – Noted that overall, Chisago County saw an increase in 21.2% increase in home valuations. He stated that by State Statute they are supposed to keep up to the market values of the homes and explained that residents have the opportunity to reach out to the County Assessor's office to discuss the valuation of their property at the Equalization hearing that is usually held in April and also through tax court.

Mayor Iverson – Noted that her home value went up 21.3% and noted that it was her understanding from the County Auditor that if the assessor's do not do their job, that the State then comes in and does the assessments themselves.

City Administrator Linwood – Confirmed that this was correct and explained that by State Statute they have to adjust the homes appropriately to the market value and if they don't the State will intervene and do it.

Councilmember Luger – Noted that the memo states that Local Government Aid (LGA) funds are set to decrease by almost \$47,000 and asked what impact that would have on the City's budget.

City Administrator Linwood – Stated that due to a Special Session not being completed, the City was one of the unlucky cities in the State that had a reduction in their LGA from previous years which equates to about 1 percentage point in the City's budget.

Councilmember Nanko Yeager – Asked about the 2015A GO TIF bonds that was referenced in the Resolution language and how adjusting it down provides adequate cash flow.

Ms. Holthaus – Explained the process when a new bond is sold with the County Auditor's office who does a comparison between what is levied and the certificate. She stated that Abdo created a long term plan for the City and ask part of that analysis, they took a look at all the bond issues and the related cash flows and based on their forecast, they can levy slightly less than what was in the original transcript.

Councilmember Nanko Yeager – Noted that in the budget packet information it all says calculations are as of June 30, 2022 and asked if the information was truly up to date.

City Administrator Linwood – Stated that may just be an error and the date should be the latest budget that has been gone through by both staff and Abdo.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING TO OPEN THE PUBLIC HEARING AT 7:25 PM.

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

Voting Nay: None

Abstain: None

Absent: None

Travis Dye – Stated that his question relates to the 21.3% property value increase and its timing. He stated that last year he may have agreed with that valuation, but with the recent interest rates set by the Federal Government, he questions the 21.3%. He stated that he doubts that they can get that amount for their home and asked if there would be an adjustment since the demand has decreased.

Mayor Iverson – Stated that was exactly why she had asked the County Auditor this same question and noted that she felt the same way.

City Administrator Linwood – Noted that he knows that they use County real estate sales as

part of their data gathering. He stated that it may be a better question for the County Assessor but explained that he wasn't sure if they would do anything at this point to make any adjustments. He noted that he assumed that they would just be re-evaluate the property values next year.

Ms. Holthaus – Explained that the trends just follow the market so there is a bit of a lag in making the adjustments based on sales and comps. She stated that she assumes that the changes made in the next round should reflect any changes that are happening.

City Administrator Linwood – Stated that he can provide information to Mr. Dye about the Assessor's Office.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO CLOSE THE PUBLIC HEARING AT 7:29 PM

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

Voting Nay: None

Abstain: None

Absent: None

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 22-12-113 A RESOLUTION CERTIFYING 2023 TAX LEVY

Voting Aye: Schilling, Luger, Ohnstad, Iverson

Voting Nay: Nanko Yeager

Abstain: None

Absent: None

3. To consider Resolution 22-14-114 a resolution approving the proposed 2023 expenditures budget by department

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 22-14-114 A RESOLUTION APPROVING THE PROPOSED 2023 EXPENDITURES BY DEPARTMENT.

Voting Aye: Schilling, Luger, Ohnstad, Iverson

Voting Nay: Nanko Yeager

Abstain: None

Absent: None

CONSENT AGENDA:

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

4. To consider authorizing payment of recommended bills, payroll, and journal entries for the period of November 16, 2022 to December 6, 2022
5. To consider Resolution 22-12-115 a resolution approving the issuance of various On-Sale, Off-Sale and Combination Liquor Licenses in the City of Wyoming for the year 2023
6. To consider Resolution 22-12-116 a resolution approving the issuance of various Tobacco, Waste haulers, and Massage Occupancy Licenses in the City of Wyoming for the year 2023.
7. To consider Resolution 22-12-117 a resolution accepting a donation to the City from WSB Engineering for the 6th annual tree lighting ceremony at Railroad Park on December 3, 2022
8. To consider Resolution 22-12-118 a resolution accepting a donation to the City from Xcel Energy for the 6th annual tree lighting ceremony at Railroad Park on December 3, 2022
9. To consider Resolution 22-12-119 a resolution accepting a donation to the City from Big Apple Bagels, Forest Lake for the 6th annual tree lighting ceremony at Railroad Park on December 3, 2022
10. To consider Resolution 22-12-120 a resolution accepting a donation to the City from Sunrise Apple Farms for the 6th annual tree lighting ceremony at Railroad Park on December 3, 2022

11. To consider Resolution 22-12-121 a resolution accepting a donation to the City from Pinehaven Farms for the 6th annual tree lighting ceremony at Railroad Park on December 3, 2022
12. To consider Resolution 22-12-122 a resolution accepting a donation to the City from Jeanine Sachs for the 6th annual tree lighting ceremony at Railroad Park on December 3, 2022.
13. To consider Resolution 22-12-123 a resolution declaring certain vehicles and decommissioned property as surplus property for disposal and authoring the Police Department to dispose of the vehicles through online auction
14. To consider the resignation of Roger Carr from the Wyoming Planning Commission
15. To consider the resignation of Allison Edwards as Police Officer and begin the hiring process for a Police Officer
16. To consider hiring John Peka for seasonal Ice Rink and Warming Housing Attendant at a wage of \$15/hour
17. To consider advertising for a seasonal Ice Rink and Warming House Attendance at a wage of \$13-\$15/hour

Mayor Iverson – Noted that many of the Consent Agenda items are to accept donations made for the annual Tree Lighting Ceremony and thanked all the businesses for their generous donations.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE #4, #5, #6, #7, #8, #9, #10, #11, #12, #13, #14, #15, #16, and #17 OF THE WYOMING CITY COUNCIL CONSENT AGENDA

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

Voting Nay: None

Abstain: None

Absent: None

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

18. Report of the Public Safety Director, Neil Bauer for November 30, 2022
19. Report of City Building Official, Fred Weck, IV for November 23, 2022
20. Report of City Attorney Tom Loonan for December 1, 2022
21. Report of City Engineer Mark Erichson, WSB for December 2, 2022
22. Report of Public Works Superintendent Chuck Almhjeld for December 6, 2022
23. Report of Abdo Financial Solutions for the 2022 3rd Quarter City of Wyoming Financials

OLD BUSINESS: NONE

NEW BUSINESS

24. To consider **Resolution 22-12-124** a resolution approving a site plan review application at 5201 260th Street, Property ID Number: 21-00468.32

Zoning Administrator/Building Official Weck – Gave an overview of the request by Rosenbauer for a site plan review including a variance related to building materials for a cold storage building and for impervious surface area. He stated that staff and the Planning Commission are recommending denial of the variance request for building materials and approval of the variance for impervious surface. He stated that at the Planning Commission meeting, the applicant had explained that they were looking into a more permanent solution so the Planning

Condition added a condition to allow the temporary storage structure to be permitted to remain until no later than June 4, 2023.

Council Member Schilling – Asked if the City allowed those types of tent structures in residential areas.

Zoning Administrator/Building Official Weck – Stated that if it is under 200 sq. ft. a building permit is not required and does not have to be the same building materials as the home. He explained that if it is over 200 sq. ft., it requires a building permit and the materials need to match the home. He noted that many of those than can be purchased from Menard's to not meet wind and rain load standards.

Councilmember Nanko Yeager – Asked what happened that caused Rosenbauer not to complete the work.

Zoning Administrator/Building Official Weck – Stated that would have to be answered by Rosenbauer. He explained that he knows part of the problem was that Rosenbauer's engineer never got the plans to the City for approval.

Councilmember Nanko Yeager – Asked how the City can be asked to approve a site plan with a fabric building included, after denying a variance for the same fabric building.

Zoning Administrator/Building Official Weck – Explained that a variance runs with the property. He explained the process of allowing the fabric building to be placed there temporarily as a condition of approval and the requirement for a surety to ensure that the building is taken down.

Councilmember Nanko Yeager – Stated that if the fabric building is good enough to be in place for 6 months, she feels it should be good enough to grant a variance.

Councilmember Ohnstad – Asked if this would be similar to shed/greenhouse was put up at the IGA.

Zoning Administrator/Building Official Weck – Stated that it was similar, but different in terms of size and scope.

Councilmember Ohnstad – Stated that he had heard Rosenbauer talk about the difficulty in getting equipment delivered on time recently. He stated that his understanding is that this temporary structure will help them with production and getting product out the door.

Mr. Jackson, Rosenbauer – Stated that was correct and will allow them to build their weldments and store raw materials. He stated that they are working on a gated parts release which will help them in the first quarter of 2023, but they still need to get through their backlog of materials. He stated that this structure will allow them to get through the remainder of winter and prevent damage to the materials and components that are already built so they do not suffer financial losses. He explained that the intent is that by the second quarter, they plan to rent permanent space and the tent will be removed. He stated that he was not with the company in 2009 so he cannot speak to why the work was not completed at that time.

Mayor Iverson – Stated that she is in support of the recommendation because she feels the City has a Planning Commission and ordinances for a reason and cannot just change things without going through a process.

Councilmember Nanko Yeager – Stated that she would disagree because she feels this recommendation does just change the ordinance. She stated that the City has forgiven architectural standards for others and referenced the actions the City took a few months ago for Dairy Queen.

Councilmember Schilling – Stated that he didn't think the Council was really changing anything and noted that the building is already there in place and the City just did a stop work order. He stated that the City has just given them a deadline for removal and that is very common in this time of year. He stated that with the Dairy Queen development, all the City did was adjust some percentages with relation to the architectural materials and then gave direction to the Planning Commission to revisit that issue because that has come up a lot as trends have changed.

Zoning Administrator/Building Official Weck – Noted that now that the work on the Comprehensive Plan has been completed, the Planning Commission will be taking a closer look at some of the ordinances and reviewing them for possible revision.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 22-12-124 B A RESOLUTION APPROVING A SITE PLAN REVIEW APPLICATION AT 5201 260TH STREET, PROPERTY IDENTIFICATION NUMBER: 21.00468.32.

Voting Aye: Schilling, Luger, Ohnstad, Iverson

Voting Nay: Nanko Yeager

Abstain: None

Absent: None

- 25.** To consider **Resolution 22-12-125** a resolution approving a variance from Section 40-460, (4), (a) Maximum Total Lot Coverage, to allow for an Impervious Surface Area of 80% instead of the maximum allowed 75% at 5201 260th Street, Property ID: 21.00468.32

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 22-12-125, A RESOLUTION APPROVING A VARIANCE FROM SECTION 40-460 (4) (A), MAXIMUM TOTAL LOT COVERAGE, TO ALLOW AN IMPERVIOUS SURFACE AREA OF 80% INSTEAD OF THE MAXIMUM ALLOWED OF 75% AT 5201 260TH STREET, PROPERTY ID NUMBER: 21.00468.32

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

Voting Nay: None

Abstain: None

Absent: None

- 26.** To consider **Resolution 22-12-126** a resolution denying a variance to allow the construction of an accessory building not meeting the exterior building material architectural standards at 5201 260th Street, Property ID Number: 21-00468.32

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 22-12-126 A RESOLUTION DENYING A VARIANCE TO ALLOW THE CONSTRUCTION OF AN ACCESSORY BUILDING NOT MEETING THE EXTERIOR BUILDING MATERIAL ARCHITECTURAL STANDARDS AT 5201 260TH STREET, PROPERTY IDENTIFICATION NUMBER: 21.00468.32.

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

Voting Nay: None

Abstain: None

Absent: None

- 27.** To consider **Resolution 22-12-127** a resolution authorizing offers for the purchase of real property for the improvement of Right-of-Way location on East Viking Boulevard

City Engineer Erickson – Gave an overview of the 4 parcels that require acquisition of additional

right-of-way for the East Viking Boulevard project.

Mayor Iverson – Asked City Engineer Erickson to give an overview of how State Aid works with this type of project.

City Engineer Erickson – Stated that because the City has a population greater than 5,000 it allows the City to be eligible for State Aid. He explained that there are funds collected through gas tax revenues which has a formula based on population and needs that can be distributed to communities. He stated that this roadway falls within the State Aid system so the City receives gas tax dollars towards construction.

Councilmember Nanko Yeager – Asked if this information had been presented to the property owners already.

City Engineer Erickson - Stated that it had not yet been presented to them but explained that they have had a number of meetings and discussions with them already.

Councilmember Nanko Yeager – Asked what would happen if the homeowners did not agree to the offer.

City Engineer Erickson – Explained that this approval is for authorization for these dollar amounts and noted that should they not want to move forward, the City has the opportunity in some areas to eliminate portions of the project. He assured the Council that they were not being asked to consider condemnation and noted that if the offer needed to change, he would come back before the Council in order to make a change to the offer.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 22-12-127 AUTHORIZING OFFERS FOR THE PURCHASE OF REAL PROPERTY FOR THE IMPROVEMENT OF RIGHT-OF-WAY LOCATED ON EAST VIKING BOULEVARD.

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

Voting Nay: None

Abstain: None

Absent: None

28. To consider a Council Work Session on December 13, 2022 at 5:30 PM

City Administrator Linwood – Explained that staff is requesting that the City Council hold a Work Session meeting on December 13, 2022 in order to give input to Wold regard finishes and design elements of the Public Safety building.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO SCHEDULE A COUNCIL WORK SESSION MEETING ON DECEMBER 13, 2022 AT 5:30 PM.

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

Voting Nay: None

Abstain: None

Absent: None

COMMUNICATIONS:

COUNCIL REPORTS:

Council Member Ohnstad – Attended the Planning Commission meeting and the Tree Lighting Ceremony.

Council Member Nanko Yeager – Attended the Sewer Commission meeting, County broadband presentation, East Viking neighborhood meeting, and the Tree Lighting Ceremony.

Council Member Luger – Attended the Park Advisory Committee meeting and the Tree Lighting Ceremony. She expressed her appreciation to all the work that went into making this a successful event.

Council Member Schilling – No report.

Mayor Iverson – Attended the Sewer Commission meeting, East Viking neighborhood meeting, the Park Advisory Commission, as a resident, and the Tree Lighting Ceremony. She expressed her appreciation to everyone that was involved in the Tree Lighting Ceremony and noted that she thinks it went really well. She noted that Santa also appeared at Fairview on the Meadows which was put on by the Lions.

Public Safety Director Bauer – Thanked residents who donated to the toy drive, especially considering the cold temperatures over the weekend. He stated that there is a food collection competition between the City and the North Branch Police Department at Bruce's Foods on December 17, 2022. He stated that the winner will be determined by weight, so he encouraged people to donate the heaviest possible food items, such as a turkey.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO ADJOURN THE DECEMBER 6, 2022 "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 7:57 PM.

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

Voting Nay: None

Abstain: None

Absent: None

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

NEXT REGULAR MEETING:
DECEMBER 20, 2022
7:00PM

**DRAFT MINUTES
CITY COUNCIL
WORK SESSION MEETING
CITY OF WYOMING, MINNESOTA
DECEMBER 13, 2022
5:30 PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Work Session Meeting of the Wyoming City Council for December 13, 2022 to order at 5:30 P.M.

CALL OF ROLL:

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

Absent: Brett Ohnstad

Also Present: Robb Linwood- City Administrator, Alex Saxe- Assistant City Administrator, Fred Weck- Zoning Administrator/Building Official, Neil Bauer- Public Safety Director, Paige Sullivan- Wold Architects, Misica Tang- Wold Architects and Jonathan Loose- Wold Architects

DETERMINATION OF A QUORUM:

Mayor Iverson determined a Quorum was present.

PLEDEGE OF ALLEGIANCE:

NEW BUSINESS:

1. Presentation from Wold Architects on the Public Safety Building Finishes

Jonathan Loose, Wold Architects- Explained the physical materials shown tonight are examples of what finishes will be used, but during the bid process they could change slightly.

Paige Sullivan, Wold Architects- Gave a brief presentation on the construction timeline, current layout and design of the exterior and interior of the building.

Mayor Iverson- Stated she has a concern about the carpeting. She said in the gathered areas, it could be hard to clean and wanted to know if it will be easy to clean and asked if there are other options.

Jonathan Loose- Stated that it is walk off carpet which is very durable and dirt and mud comes out easily.

Councilmember Schilling- Asked if they are carpet tiles or rolls.

Paige Sullivan- Stated they are carpet tiles.

Mayor Iverson- Expressed concerns about cost of some of the materials in the kitchen area.

Paige Sullivan- Explained the materials chosen were for durability while also taking cost into consideration.

Councilmember Nanko Yeager- Asked if the oven and refrigerator were commercial grade and asked if food could be prepared on the counter tops and center island.

Paige Sullivan- Stated they are residential grade, the renderings made them look wider. She stated food could be prepared on those surfaces because they are not plastic material.

Councilmember Luger- Asked if the center island could be taken out and add more tables to fit more staff and help with cost reduction.

Jonathan Loose- Stated the configuration in the kitchen is designed to help public safety staff congregate and collaborate more easily.

Councilmember Schilling- Stated the materials need to be durable to last and the counter tops and island encourage people to bring and prepare food versus eating out.

The Council took some time to look and feel the materials that were brought. Council did not have any other questions or concerns. Wold Architects will continue with the final design.

**MAYOR IVERSON ADJOURNED THE DECEMBER 13, 2022 WORK SESSION
MEETING AT 6:10 PM.**

For Check Dates 12/06/2022 to 12/06/2022

Check Number Name			Check Date
Text Label	54234	PACIFIC LIFE INSURANCE	12/06/2022
Item Code	GL Number	Amount	
ROTH	101-0000-21712	230.77	
		<u>230.77</u>	
Text Label	54235	LAW ENFORCEMENT LABOR	12/06/2022
Item Code	GL Number	Amount	
UNION POLICE	101-0000-21713	585.00	
		<u>585.00</u>	
Text Label	54236	CENTRAL PENSION FUND,	12/06/2022
Item Code	GL Number	Amount	
CENT PENS FUND	101-0000-21716	480.00	
		<u>480.00</u>	
Text Label	54237	WI SCTF,	12/06/2022
Item Code	GL Number	Amount	
WI CHILD SUPPOR	101-0000-21710	215.42	
		<u>215.42</u>	
Text Label	EFT942	INTERNAL REVENUE SERVICE,	12/06/2022
Item Code	GL Number	Amount	
FITW	101-0000-21701	4,123.81	
MEDICARE_EE	101-0000-21703	449.56	
MEDICARE_ER	101-0000-21703	449.56	
SOCSEC_EE	101-0000-21703	0.00	
SOCSEC_ER	101-0000-21703	0.00	
		<u>5,022.93</u>	
Text Label	EFT943	STATE OF MINNESOTA,	12/06/2022
Item Code	GL Number	Amount	
SITW	101-0000-21702	1,731.10	
		<u>1,731.10</u>	
Text Label	EFT944	SELECTACCOUNT,	12/06/2022
Item Code	GL Number	Amount	
DEP CARE	101-0000-21711	0.00	
FSA CONT	101-0000-21711	0.00	

For Check Dates 12/06/2022 to 12/06/2022

Check Number	Name	Check Date
HSA CITY CONT	101-0000-21707	0.00
HSA CONT	101-0000-21707	1,739.62
		<u>1,739.62</u>

Text Label EFT945 P.E.R.A.,

12/06/2022

Item Code	GL Number	Amount
CORD PERA	101-0000-21704	3,097.05
DCP PERA	101-0000-21704	0.00
DCP PERA MATCH	101-0000-21704	0.00
PERA CITY MATCH	101-0000-21704	3,573.51
PF PERA	101-0000-21704	4,146.93
PF PERA CITY	101-0000-21704	6,220.38
		<u>17,037.87</u>

Text Label EFT946 INTERNAL REVENUE SERVICE,

12/06/2022

Item Code	GL Number	Amount
FITW	101-0000-21701	7,865.92
MEDICARE_EE	101-0000-21703	1,124.53
MEDICARE_ER	101-0000-21703	1,124.53
SOCSEC_EE	101-0000-21703	2,733.60
SOCSEC_ER	101-0000-21703	2,733.60
		<u>15,582.18</u>

Text Label EFT947 STATE OF MINNESOTA,

12/06/2022

Item Code	GL Number	Amount
SITW	101-0000-21702	3,499.01
		<u>3,499.01</u>

Text Label

General Checking Account 10100
Total Amount Being Paid: \$46,123.90
Total Number of Checks: 10

 Mayor Iverson

Check Number	Name	Check Date
	Councilmember Luger	
	Councilmember Nanko Yeager	
	Councilmember Schilling	
	Councilmember Ohnstad	

1/2
December 06, 2022 11:52 AM
User: ssaxe
DB: Wyoming

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #	Amount		Comment
12533	12/06/2022	MN. DEPARTMENT OF REVENUE		
11012022				
	101-0000-20201	SALES TAX PAYABLE	\$23.00	SALES TAX PAYABLE
	601-0000-20201	SALES TAX PAYABLE	\$19,476.00	SALES TAX PAYABLE
	Total for MN. DEPARTMENT OF REVENUE		\$19,499.00	

City of Wyoming Check Detail Register

2/2
December 06, 2022 11:52 AM
User: ssaxe
DR: Wyoming

12-06-2022 Sales & Use Tax

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

General Checking Account 10100
Total Amount Being Paid: \$19,499.00
Total Number of Checks: 1

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

City of Wyoming Check Detail Register

1/10
December 16, 2022 11:07 AM
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12-20-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54238 464840	12/20/2022	ABDO FINANCIAL SOLUTIONS, LLC			
		101-1500-43000 PROFESSIONAL SE	\$3,950.00	PROFESSIONAL SERVICE (GENERAL)	
		Total for ABDO FINANCIAL SOLUTIONS, LLC	\$3,950.00		
54239 56231	12/20/2022	AIRFRESH INDUSTRIES, INC			
		101-5200-44050 SATALLITE RENTAL	\$100.00	SATALLITE RENTAL	
		Total for AIRFRESH INDUSTRIES, INC	\$100.00		
54240 10272022	12/20/2022	ALEX SAXE			
		101-1400-42080 TRAINING AND IN:	\$53.75	APMP CONERENCE	
		101-1410-43310 TRAVEL EXPENSES	\$60.00	MILEAGE-ELECTIONS	
		Total for ALEX SAXE	\$113.75		
54241 304129 305159	12/20/2022	ASPEN MILLS			
		101-2110-44080 UNIFORMS	\$150.85	UNIFORMS	
		101-2110-44080 UNIFORMS	\$295.83	UNIFORMS	
		Total for ASPEN MILLS	\$446.68		
54242 C12032022	12/20/2022	AT & T MOBILITY			
		101-2110-43200 COMMUNICATIONS	\$1,407.96	COMMUNICATIONS (GENERAL)	
		Total for AT & T MOBILITY	\$1,407.96		
54243 221130	12/20/2022	BARTON SAND & GRAVEL			
		101-3100-44410 STREET MAINT MA	\$1,387.20	STREET MAINT MATERIALS	
		Total for BARTON SAND & GRAVEL	\$1,387.20		
54244 144599	12/20/2022	BS& A SOFTWARE			
		101-2400-42000 SUPPLIES - OFFICE	\$750.00	SUPPLIES - OFFICE/COPY/COMPUTER	
		Total for BS& A SOFTWARE	\$750.00		
54245 2907748656	12/20/2022	CARGILL, INCORPORATED			
		101-3100-44400 SALT & SAND	\$2,513.31	SALT & SAND	
		Total for CARGILL, INCORPORATED	\$2,513.31		
54246 12072022	12/20/2022	CHISAGO COUNTY AUDITOR			
		101-2110-43200 COMMUNICATIONS	\$11,672.56	COMMUNICATIONS (GENERAL)	
		Total for CHISAGO COUNTY AUDITOR	\$11,672.56		

City of Wyoming Check Detail Register

2/10
December 16, 2022 11:07 AM
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DR: Wyoming

12-20-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54247	12/20/2022	CHISAGO LAKES JOINT SEWAGE TRE			
13245					
	602-9425-43890	SEWER PLANT FEE		\$22,289.04	TREATMENT CHARGES
Total for CHISAGO LAKES JOINT SEWA				\$22,289.04	
54248	12/20/2022	CINTAS			
4139784180					
	101-1400-43600	CLEANING SERVIC		\$31.05	CLEANING SERVICE-CITY HALL
4139863680					
	101-2110-43600	CLEANING SERVIC		\$28.51	CLEANING SERVICE-PUBLIC SAFETY
4139784321					
	101-3100-44180	UNIFORMS		\$118.77	STREETS
	101-3100-42100	OPERATING SUPPL		\$48.00	SHOP SUPPLIES
4140486234					
	101-3100-44180	UNIFORMS		\$118.77	STREETS
	101-3100-42100	OPERATING SUPPL		\$33.55	SHOP SUPPLIES
Total for CINTAS				\$378.65	
54249	12/20/2022	CITY OF ST PAUL			
IN52078					
	101-3100-44410	STREET MAINT MA		\$560.95	STREET MAINT MATERIALS
IN52031					
	101-3100-44410	STREET MAINT MA		\$1,205.32	STREET MAINT MATERIALS
Total for CITY OF ST PAUL				\$1,766.27	
54250	12/20/2022	CONNEXUS ENERGY			
11292022					
	101-3100-43800	UTILITIES-GAS/ELI		\$36.55	LAKE DR & HEATH - ST LIGHTS
	101-2110-43800	UTILITIES-GAS/ELI		\$5.00	HAMLET DR
	101-2110-43800	UTILITIES-GAS/ELI		\$5.00	FALLBROOK SIREN
	101-3100-43860	STREET LIGHTS		\$19.47	250TH STREET NE SIGN
	101-2110-43800	UTILITIES-GAS/ELI		\$5.00	PIONEER RD
Total for CONNEXUS ENERGY				\$71.02	
54251	12/20/2022	CULLIGAN WATER CONDITIONING			
577053					
	101-2110-42100	OPERATING SUPPL		\$61.55	OPERATING SUPPLIES
Total for CULLIGAN WATER CONDITIO				\$61.55	
54252	12/20/2022	DAN'S TOWING			
88999					
	202-2110-42310	CONTRACTED SER		\$160.70	TOWING
89007					
	202-2110-42310	CONTRACTED SER		\$160.70	TOWING
Total for DAN'S TOWING				\$321.40	
54253	12/20/2022	DAVID TORMA			
12112022					
	601-9425-42300	SAFETY EQUIPMEN		\$179.99	SAFETY EQUIPMENT
Total for DAVID TORMA				\$179.99	

City of Wyoming Check Detail Register

3/10
December 16, 2022 11:07 AM
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12-20-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54254 14423	12/20/2022	DRESEL CONTRACTING			
		651-9425-42310	CONTRACTED SER	\$2,000.00	CONTRACTED SERVICES
		Total for DRESEL CONTRACTING		\$2,000.00	
54255 16092079	12/20/2022	DUNAWAY CUSTOM ARMS			
		101-2110-42080	TRAINING AND IN	\$319.80	TRAINING AND INSTRUCTION
		Total for DUNAWAY CUSTOM ARMS		\$319.80	
54256 32554	12/20/2022	ECKBERG LAMMERS P.C.			
		101-1400-43040	ATTORNEY FEES	\$430.00	GENERAL
		101-1400-43040	ATTORNEY FEES	\$780.00	MEETINGS
		101-2110-43040	ATTORNEY FEES	\$35.00	ATTORNEY FEES
		101-1400-43040	ATTORNEY FEES	\$630.00	ATTORNEY FEES
		800-0000-20599	NEWMAN SKETCH	\$105.00	ECKBERG-NEWMAN SKETCH PLAN ESCROW
		101-1400-43040	ATTORNEY FEES	\$192.50	ATTORNEY FEES
		408-3100-43040	ATTORNEY FEES	\$497.50	ATTORNEY FEES
		101-2110-43040	ATTORNEY FEES	\$297.50	ATTORNEY FEES
		Total for ECKBERG LAMMERS P.C.		\$2,967.50	
54257 923021	12/20/2022	ECM PUBLISHERS INC.			
		800-0000-20540	KATIES GLEN ESCF	\$39.20	ECM-KATIES GLEN ESCROW
		Total for ECM PUBLISHERS INC.		\$39.20	
54258 11302022	12/20/2022	FEDERATED CO-OPS			
		101-3100-42120	MOTOR FUELS	\$4,964.35	MOTOR FUELS
		Total for FEDERATED CO-OPS		\$4,964.35	
54259 2110859	12/20/2022	GOPHER STATE ONE CALL			
		601-9425-44650	LOCATES (GOPHER	\$22.05	LOCATES (GOPHER STATE)
		602-9425-44650	LOCATES (GOPHER	\$22.05	LOCATES (GOPHER STATE)
		651-9425-44650	LOCATES (GOPHER	\$22.05	LOCATES (GOPHER STATE)
		Total for GOPHER STATE ONE CALL		\$66.15	
54260 13361276	12/20/2022	HACH COMPANY			
		601-9425-42160	CHEMICALS/CHEM	\$673.55	CHEMICALS/CHEMICAL PRODUCTS
		Total for HACH COMPANY		\$673.55	

City of Wyoming Check Detail Register

4/10
December 16, 2022 11:07 AM
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DR: Wyoming

12-20-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54261	12/20/2022	INNOVATIVE OFFICE SOLUTIONS			
IN4029012					
	101-2110-42000	SUPPLIES - OFFICE		\$13.94	SUPPLIES - OFFICE/COPY/COMPUTR
IN4025909					
	101-3100-42000	SUPPLIES - OFFICE		\$61.67	SUPPLIES - OFFICE/COPY/COMPUTR
IN4026327					
	101-2110-42000	SUPPLIES - OFFICE		\$19.70	SUPPLIES - OFFICE/COPY/COMPUTR
Total for INNOVATIVE OFFICE SOLUTI				\$95.31	
54262	12/20/2022	IUOE LOCAL #49			
122022					
	101-0000-21714	PW UNION DUES		\$210.00	MONTHLY DUES
Total for IUOE LOCAL #49				\$210.00	
54263	12/20/2022	KRAMER MECHANICAL			
26845					
	601-9425-44010	REPAIRS & MAINT.		\$252.50	REPAIRS & MAINT. - BUILDINGS
Total for KRAMER MECHANICAL				\$252.50	
54264	12/20/2022	LITTLE FALLS MACHINE			
365715					
	101-3100-44040	REPAIRS & MAINT.		\$5,168.00	REPAIRS & MAINT. - EQUIPMENT
365800					
	101-3100-42100	OPERATING SUPPL		\$61.04	OPERATING SUPPLIES
Total for LITTLE FALLS MACHINE				\$5,229.04	
54265	12/20/2022	MACQUEEN EMERGENCY			
P46013					
	101-2110-43900	VEHICLE MAINTEN		\$175.49	VEHICLE MAINTENANCE
Total for MACQUEEN EMERGENCY				\$175.49	
54266	12/20/2022	MENARDS- FOREST LAKE			
97402					
	601-9425-44010	REPAIRS & MAINT.		\$87.77	REPAIRS & MAINT. - BUILDINGS
97475					
	601-9425-44010	REPAIRS & MAINT.		\$26.40	REPAIRS & MAINT. - BUILDINGS
97468					
	101-5200-42250	LANDSCAPING MA		\$21.74	LANDSCAPING MATERIALS
98004					
	101-3100-44400	SALT & SAND		\$115.56	SALT & SAND
98307					
	601-9425-42400	SMALL TOOLS/MIN		\$138.82	SMALL TOOLS/MINOR EQUIPMENT
Total for MENARDS- FOREST LAKE				\$390.29	

City of Wyoming Check Detail Register

5/10
December 16, 2022 11:07 AM
User: ssaxe
DR: Wyoming

12-20-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54267	12/20/2022	MIDCONTINENT COMMUNICATIONS			
14463230113045					
		101-1400-43210 TELEPHONE		\$110.35	CITY HALL
		101-1400-42310 CONTRACTED SER		\$894.65	FIBER
		101-2110-43210 TELEPHONE		\$406.25	POLICE DEPT
		101-3100-43210 TELEPHONE		\$63.16	PUBLIC WORKS
		601-9425-43210 TELEPHONE		\$185.99	WELL
		602-9425-43210 TELEPHONE		\$138.04	LIFTSTATIONS
		Total for MIDCONTINENT COMMUNIC		\$1,798.44	
54268	12/20/2022	MIDWEST COMPLIANCE INC			
53445					
		101-3100-43060 PERSONNEL TESTI		\$73.50	PERSONNEL TESTING
		Total for MIDWEST COMPLIANCE INC		\$73.50	
54269	12/20/2022	MINNESOTA PUMP WORKS			
INV019745					
		602-9425-44380 LIFT STATIONS MA		\$1,796.25	LIFT STATIONS MAINTENANCE
		Total for MINNESOTA PUMP WORKS		\$1,796.25	
54270	12/20/2022	MN DEPT OF LABOR AND INDUSTRY			
ABR0295067X					
		101-3100-43120 FEE (GOVERNMENT		\$10.00	FEE (GOVERNMENT-STATE)
		Total for MN DEPT OF LABOR AND IND		\$10.00	
54271	12/20/2022	NAPA AUTO PARTS			
128036					
		601-9425-42400 SMALL TOOLS/MIN		\$22.24	SMALL TOOLS/MINOR EQUIPMENT
128756					
		101-3100-44040 REPAIRS & MAINT.		\$325.72	REPAIRS & MAINT. - EQUIPMENT
127982					
		101-3100-44040 REPAIRS & MAINT.		\$58.78	REPAIRS & MAINT. - EQUIPMENT
130361					
		601-9425-42400 SMALL TOOLS/MIN		\$58.78	SMALL TOOLS/MINOR EQUIPMENT
130156					
		601-9425-42400 SMALL TOOLS/MIN		\$168.72	SMALL TOOLS/MINOR EQUIPMENT
		Total for NAPA AUTO PARTS		\$634.24	
54272	12/20/2022	NOELLE CALVERLEY			
12/13/2022					
		602-0000-11500 ACCOUNTS RECEIV		\$22.82	Sewer Usage
		601-0000-11500 ACCOUNTS RECEIV		\$18.53	Water - Meter Charge
		601-0000-11500 ACCOUNTS RECEIV		\$7.15	Water Usage
		651-0000-11500 ACCOUNTS RECEIV		\$3.36	Surface Water Mgmt
		601-0000-11500 ACCOUNTS RECEIV		\$1.13	State Surcharge
		Total for NOELLE CALVERLEY		\$52.99	
54273	12/20/2022	NORTHERN TOOL & EQUIPMENT			
0361112135					
		601-9425-42400 SMALL TOOLS/MIN		\$225.97	SMALL TOOLS/MINOR EQUIPMENT
		Total for NORTHERN TOOL & EQUIPME		\$225.97	

City of Wyoming Check Detail Register

6/10
December 16, 2022 11:07 AM
User: ssaxe
DR: Wyoming

12-20-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54274 4731965P	12/20/2022	NUSS TRUCK & EQUIPMENT			
		651-9425-44040 REPAIRS & MAINT.		\$143.30	REPAIRS & MAINT. - EQUIPMENT
		Total for NUSS TRUCK & EQUIPMENT		\$143.30	
54275 200-1040121	12/20/2022	PRECISE MRM LLC			
		101-3100-42050 SOFTWARE UPGRAD		\$800.00	SOFTWARE UPGRADES
		Total for PRECISE MRM LLC		\$800.00	
54276 5066246393	12/20/2022	RICOH USA			
		101-2110-42240 MAINTENANCE CO		\$36.68	POLICE DEPT
		101-2110-42240 MAINTENANCE CO		\$1.77	FIRE DEPT
		101-1400-42150 COPIER		\$85.91	CITY HALL
		Total for RICOH USA		\$124.36	
54277 22-85247	12/20/2022	RITEWAY BUSINESS FORMS			
		101-1400-42000 SUPPLIES - OFFICE		\$283.00	SUPPLIES - OFFICE/COPY/COMPUTR
		Total for RITEWAY BUSINESS FORMS		\$283.00	
54278 INV269823	12/20/2022	SAFE-FAST INC			
		101-3100-42300 SAFETY EQUIPMEN		\$1,647.75	SAFETY EQUIPMENT
		Total for SAFE-FAST INC		\$1,647.75	
54279 M27817	12/20/2022	TIMESAVER OFF SITE SECRETARIAL			
		101-1910-42310 CONTRACTED SER		\$154.00	PLANNING COMMISSION MEETING
		101-1400-42310 CONTRACTED SER		\$198.13	CONTRACTED SERVICES
		Total for TIMESAVER OFF SITE SECRE		\$352.13	
54280 10487	12/20/2022	TOTAL CONTROL SYSTEMS			
		601-9425-42950 SCADA SYSTEM		\$1,039.64	SCADA SYSTEM
		602-9425-42950 SCADA SYSTEM		\$307.10	SCADA SYSTEM
		Total for TOTAL CONTROL SYSTEMS		\$1,346.74	
54281 DS000007739	12/20/2022	TOWN & COUNTRY DISPOSAL			
		101-3100-43840 REFUSE		\$81.00	REFUSE
		Total for TOWN & COUNTRY DISPOSAL		\$81.00	
54282 12012022	12/20/2022	TRI COUNTY LAW ENFORCEMENT			
		101-2110-44330 DUES & SUBSCRIP		\$75.00	DUES & SUBSCRIPTIONS
		Total for TRI COUNTY LAW ENFORCEM		\$75.00	

City of Wyoming Check Detail Register

7/10
December 16, 2022 11:07 AM
User: ssaxe
DR: Wyoming

12-20-2022

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54283	12/20/2022	US BANK - AGENT FEES			
6734422					
		601-7000-46200	FISCAL AGENT FEE	\$500.00	FISCAL AGENT FEES-2015B
Total for US BANK - AGENT FEES				\$500.00	
54284	12/20/2022	US BANK EQUIPMENT FINANCE			
488776063					
		101-2400-44330	DUES & SUBSCRIP	\$162.00	DUES & SUBSCRIPTIONS
Total for US BANK EQUIPMENT FINANCE				\$162.00	
54285	12/20/2022	VERIZON			
9921558711					
		602-9425-43210	TELEPHONE	\$246.32	TELEPHONE
		601-9425-43210	TELEPHONE	\$246.32	TELEPHONE
		101-1400-43210	TELEPHONE	\$82.80	TELEPHONE
		101-2400-43210	TELEPHONE	\$82.79	TELEPHONE
Total for VERIZON				\$658.23	
54286	12/20/2022	VICTORY AUTOMOTIVE SERVICE			
815468					
		101-2110-43900	VEHICLE MAINTEN	\$566.30	VEHICLE MAINTENANCE
815471					
		101-2110-43900	VEHICLE MAINTEN	\$122.11	VEHICLE MAINTENANCE
Total for VICTORY AUTOMOTIVE SERVICE				\$688.41	
54287	12/20/2022	VISA			
1970					
		101-2110-43000	PROFESSIONAL SE	\$460.00	PROFESSIONAL SERVICE (GENERAL)
9879415					
		101-2110-42100	OPERATING SUPPL	\$6.99	OPERATING SUPPLIES
2023LDF					
		101-2110-44330	DUES & SUBSCRIP	\$206.28	DUES & SUBSCRIPTIONS
2023MPPOA					
		101-2110-44330	DUES & SUBSCRIP	\$62.10	DUES & SUBSCRIPTIONS
010001350210					
		101-2110-43900	VEHICLE MAINTEN	\$841.43	VEHICLE MAINTENANCE
P57048441					
		101-2110-42100	OPERATING SUPPL	\$32.45	OPERATING SUPPLIES
MT183S3W2B					
		101-2110-44330	DUES & SUBSCRIP	\$2.99	DUES & SUBSCRIPTIONS
40094173					
		101-2110-43900	VEHICLE MAINTEN	\$113.05	VEHICLE MAINTENANCE
9425741					
		101-2110-43900	VEHICLE MAINTEN	\$173.64	VEHICLE MAINTENANCE
Total for VISA				\$1,898.93	
54288	12/20/2022	VISA			
11152022					
		101-3100-44040	REPAIRS & MAINT.	\$355.00	REPAIRS & MAINT. - EQUIPMENT
Total for VISA				\$355.00	

City of Wyoming Check Detail Register

8/10
December 16, 2022 11:07 AM
User: ssaxe
DR: Wyoming

12-20-2022

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #	Amount		Comment
54289	12/20/2022	VISA		
814657	101-1410-42100	OPERATING SUPPL	\$91.15	OPERATING SUPPLIES
00325	101-1410-42100	OPERATING SUPPL	\$27.78	OPERATING SUPPLIES
17595	101-1110-42000	SUPPLIES - OFFICE	\$51.00	SUPPLIES - OFFICE/COPY/COMPUTER
2377872515	101-1400-42100	OPERATING SUPPL	\$99.99	OPERATING SUPPLIES
78395	101-1910-43540	OTHER PRINTING	\$67.24	OTHER PRINTING & BINDING
11242022	101-1400-44330	DUES & SUBSCRIPTIONS	\$4.00	DUES & SUBSCRIPTIONS
2314949371	101-1400-42100	OPERATING SUPPL	\$10.73	OPERATING SUPPLIES
119861556	101-1400-42100	OPERATING SUPPL	\$91.63	OPERATING SUPPLIES
WE10039626	101-5200-42190	SEASONAL ACTIVITIES	\$407.98	SEASONAL ACTIVITIES
INV176295330	101-1400-42100	OPERATING SUPPL	\$14.99	OPERATING SUPPLIES
Total for VISA			\$866.49	
54290	12/20/2022	VISA		
11082022	101-1410-42100	OPERATING SUPPL	\$165.37	OPERATING SUPPLIES
1421054	101-2400-42000	SUPPLIES - OFFICE	\$14.99	SUPPLIES - OFFICE/COPY/COMPUTER
97790	101-2400-43900	VEHICLE MAINTENANCE	\$54.34	VEHICLE MAINTENANCE
6280227	101-2400-42000	SUPPLIES - OFFICE	\$6.99	SUPPLIES - OFFICE/COPY/COMPUTER
DLIMN2000848084	101-2400-42080	TRAINING AND INSTRUCTION	\$45.00	TRAINING AND INSTRUCTION
Total for VISA			\$286.69	
54291	12/20/2022	WINNICK SUPPLY INC.		
005941	651-9425-42100	OPERATING SUPPL	\$98.58	OPERATING SUPPLIES
Total for WINNICK SUPPLY INC.			\$98.58	

City of Wyoming Check Detail Register

9/10
December 16, 2022 11:07 AM
User: ssaxe
DR: Wyoming

12-20-2022

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #	Amount		Comment
54292	12/20/2022	WSB		
10312022				
	101-1910-43150	PLANNER (COMP P	\$1,245.50	COMP PLAN
	800-0000-20540	KATIES GLEN ESCF	\$206.00	WSB-KATIES GLEN ESCROW PLAN REVIEW
	800-0000-20532	SHORE VIEW TWO	\$736.25	WSB-SHORE VIEW TWO ESCROW PRELIM PLAT
	800-0000-20531	AADLAND WEST	\$649.00	WSB-HUNTER HILL
	800-0000-20569	DIAMOND RIDGE C	\$299.50	WSB-EMERALD AVE IMPROVEMENTS
	408-3100-43030	ENGINEERING	\$257.50	2021 STREET IMPROVEMENT PROJECT
	101-3100-43030	ENGINEERING	\$1,551.50	2022 BRIDGE SAFETY INSPECTIONS
	408-3100-43030	ENGINEERING	\$5,801.00	2022 EAST VIKING BLVD IMPROVEMENT
	101-1400-43030	ENGINEERING	\$1,196.25	2022 GENERAL ENGINEERING SERVICES
	101-1910-43030	ENGINEERING	\$48.00	2022 GENERAL PLANNING SERVICES
	651-1000-43030	ENGINEERING	\$1,071.00	2022 LGU SERVICES
	408-9425-45350	IMPROVEMENTS	\$364.00	2022 TRUNK WATERMAIN IMPROVEMENTS
	408-3100-43030	ENGINEERING	\$4,025.50	2023 FALLBROOK & 264TH STREET IMPROVEMEN
	408-3100-43030	ENGINEERING	\$309.00	BRIDGE 13506 REPLACEMENT
	800-0000-20597	FOURTEEN FOODS	\$1,100.25	WSB-FOURTEEN FOODS/DQ ESCROW SITE PLAN
	602-9425-43000	PROFESSIONAL SE	\$1,286.00	E VIKING BLVD SAMITARY SEWER IMPROVEMENT
	800-0000-20586	HALLBERG BINGH/	\$1,085.50	WSB-HALLBERG 273RD-FOREST BLVD PHASE 1
	800-0000-20595	HALLBERG SITE PL	\$1,129.50	WSB-HALLBERG SITE PLAN ESCROW
	800-0000-20572	HEIMS LAKE VILLA	\$766.00	WSB-HEIMS LAKE VILLA NORTH SKETCH
	401-3100-45000	CAPITAL OUTLAY	\$257.50	HELIUM COURT STORM SEWER REPLACEMENT
	800-0000-20803	MAYORGA SUBDIV	\$550.00	WSB-MAYORGA SUBDIVISION ESCROW
	651-9425-43100	MS4 PERMIT - ENG	\$805.50	MS4 PERMIT - ENGINEERING
	800-0000-20599	NEWMAN SKETCH	\$392.25	WSB-NEWMAN SKETCH PLAN ESCROW
	800-0000-20568	MOXNESS SUMMEF	\$910.00	WSB-SUMMER FIELDS 1ST ADDITION
	800-0000-20568	MOXNESS SUMMEF	\$2,781.00	WSB-SUMMER FIELDS 2ND ADDITION
	800-0000-20801	SUNRISE FIBERGL	\$111.75	SUNRISE FIBERGLASS COLD STORAGE ESCROW
	800-0000-20593	AVERY PLACE PREI	\$412.00	WSB-AVERY PLACE PRELIM PLAT ESCROW
	601-9425-43030	ENGINEERING	\$290.00	UNDIRECTIONAL FLUSHING
	401-1000-45000	CAPITAL OUTLAY	\$2,408.00	PS BUILDING SITE DESIGN
	Total for WSB		\$32,045.25	
54293	12/20/2022	XCEL ENERGY		
806929764				
	101-3100-43860	STREET LIGHTS	\$6,654.80	STREET LIGHTS
807190977				
	101-3100-43800	UTILITIES-GAS/ELI	\$53.34	TRAFFIC SIGNAL
	Total for XCEL ENERGY		\$6,708.14	
54294	12/20/2022	ZIEGLER INC.		
IN000789351				
	651-9425-42100	OPERATING SUPPL	\$42.50	OPERATING SUPPLIES
IN000799552				
	101-3100-44040	REPAIRS & MAINT.	\$178.39	REPAIRS & MAINT. - EQUIPMENT
	Total for ZIEGLER INC.		\$220.89	

City of Wyoming Check Detail Register

10/10
December 16, 2022 11:07 AM
User: ssaxe
DR: Wyoming

12-20-2022

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

General Checking Account 10100
Total Amount Being Paid: \$118,725.84
Total Number of Checks: 57

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

City of Wyoming Check Detail Register

1/2
December 16, 2022 11:08 AM
User: ssaxe
DR: Wyoming

12-21-2022 Nye

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54295	12/21/2022	H & W FUND I.U.O.E LOCAL 49			
12152022					
	101-0000-21706	HOSPITALIZATION		\$8,070.00	PREMIUMS
Total for H & W FUND I.U.O.E LOCAL 4				\$8,070.00	
54296	12/21/2022	UNUM LIFE INSURANCE			
01012023					
	101-1400-41310	LIFE INSURANCE		\$182.12	ADMIN
	101-2110-41310	LIFE INSURANCE		\$747.40	POLICE
	101-1910-41310	LIFE INSURANCE		\$65.26	PLAN & ZONE
	101-2400-41310	LIFE INSURANCE		\$136.76	BLDG
	101-3100-41310	LIFE INSURANCE		\$274.54	STREETS
	601-9425-41310	LIFE INSURANCE		\$138.67	WATER
	602-9425-41310	LIFE INSURANCE		\$138.66	SEWER
	101-1400-41220	FICA		\$54.29	UNUM-OLSON
010123					
	101-0000-21715	VOLUNTARY TERM		\$361.52	VOLUNTARY TERM LIFE
Total for UNUM LIFE INSURANCE				\$2,099.22	

City of Wyoming Check Detail Register

2/2
December 16, 2022 11:08 AM
User: ssaxe
DR: Wyoming

12-21-2022 Nye

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

General Checking Account 10100
Total Amount Being Paid: \$10,169.22
Total Number of Checks: 2

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad



Request for Council Action

Date: December 16, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Fire Relief Association Benefit Level Increase

Method: Consent

Background Information:

The City of Wyoming operates a municipal fire department. The members of the department are also members of the Fire Relief association which is a separate non-profit corporation. The Association provides for a retirement benefit based on years of service and the city council ultimately approves and agrees to the benefit level. Annually a calculation is completed under State Statutes (MN Stat. section 69.772) that determines whether a municipal contribution is required based on the projected earnings and costs of the association.

The Wyoming Fire Relief Association (FRA) requests the Council to approve raising the current Relief Association's pension level to \$4,500 per year of active service. Analysis was completed by city staff and the city's finance director Abdo regarding the request to ensure that the requested increase did not have any negative impact on the city or financial liability. Currently the city's annual contribution to the FRA is \$200 per firefighter. The analysis completed by Abdo was from 2022 to 2027 and gave projections with potential pension increases and the most recent request of changing the level from \$4,000 to \$4,500. Scenarios were completed and identified possible city contributions based on the amount change in the annual benefit level.

Two different scenarios were run were completed:

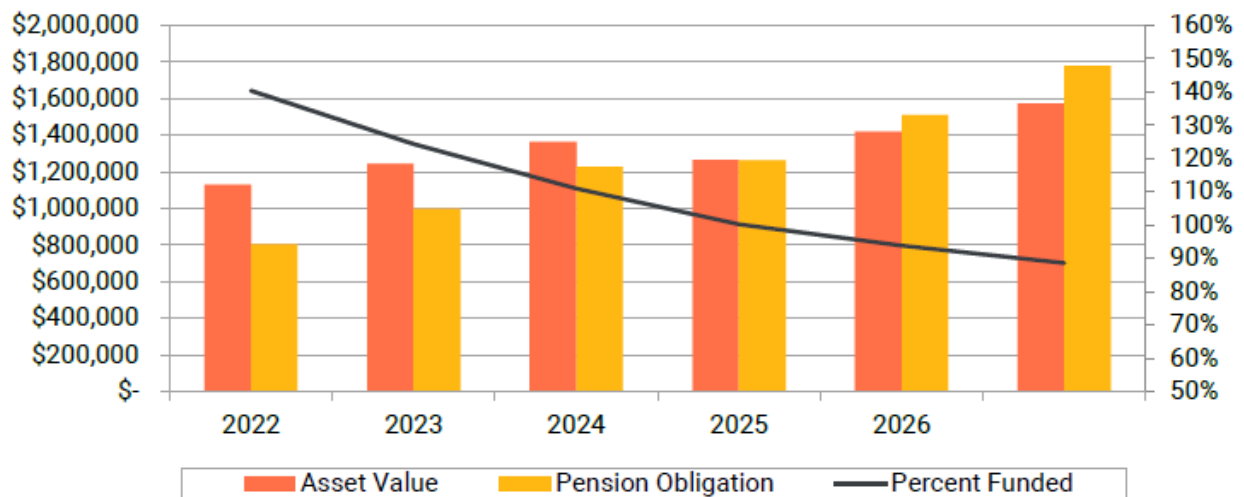
Scenario one: The Benefit level was increased to \$4,500 and remained the same for the years 2022 through 2027. In that scenario the city would have no necessary contribution for any of the upcoming years based on the existing benefit level, projected growth and future accrued pension liability.

Scenario two: Is the long term plan of the Fire Relief Association- continuing with an additional \$500 annually. Annual benefit level increase of \$500 in 2022 and each year thereafter. Under the scenario, the Relief assumes a rate of five percent annually. In this scenario the funding percentage falls below 100 percent the year after a members pension benefit is paid out: in the years 2025-2027 there is a requirement of a municipal contribution based on the current assets and liabilities of the fund.

Benefit Level Increase of \$500 each year

YEAR	BENEFIT LEVEL	MUNICIPAL CONTRIBUTION		PROJECTED ACCRUED LIABILITY	PROJECTED ASSETS	SURPLUS/ (DEFICIT)	PERCENTAGE FUNDED
		Voluntary	Required				
2022	\$ 4,500	-	\$ -	\$ 804,926	\$ 1,129,860	324,934	140%
2023	5,000	-	-	999,563	1,243,069	243,506	124%
2024	5,500	-	-	1,228,670	1,363,924	135,254	111%
2025	6,000	-	26,929	1,262,347	1,264,876	2,528	100%
2026	6,500	-	35,629	1,510,811	1,417,931	(92,880)	94%
2027	7,000	-	44,932	1,778,456	1,575,350	(203,106)	89%
Total		\$ -	\$ 107,491				

Benefit Level Increase of \$500 each year



The request of the increase of \$500 to \$4,500 in 2022 does not have a negative impact on the city's contribution or financial liability for the FRA. The city will need to continue to annually evaluate and analyze future requests and take into consideration the growth of the FRA's portfolio, the current market conditions, accrued liability and the potential increase in state fire aid that could positively impact the FRA. This analysis will determine at if any point it would be necessary for the city to have any contribution to the fund based on the benefit level.

Recommendation: To approve the Wyoming Fire Relief Associations request of the increase of their pension to \$4,500 annually.



Benefit Projections

Wyoming Fire Relief Association

Wyoming, Minnesota

For the years ended December 31, 2022 through 2027



Edina Office

5201 Eden Avenue, Ste 250
Edina, MN 55436
P 952.835.9090

Mankato Office

100 Warren Street, Ste 600
Mankato, MN 56001
P 507.625.2727

Scottsdale Office

14500 N Northsight Blvd, Ste 233
Scottsdale, AZ 85260
P 480.864.5579

Wyoming Fire Relief Association
Wyoming, Minnesota
Benefit Projections
December 31, 2022 through December 31, 2027
Table of Contents

	<u>Page No.</u>
I. Introduction	3
II. Summary of Assumptions	3
III. Summary of Alternatives	4

Wyoming Fire Relief Association
Wyoming, Minnesota
Benefit Projections
December 31, 2022 through December 31, 2027

I. Introduction

We have performed procedures which were agreed to by the Wyoming Fire Relief Association (the Association), solely to assist in evaluating the projected benefit levels of the Wyoming Fire Relief Association and any subsequent municipal contribution for the City of Wyoming Lake for the years ended December 31, 2022 through 2027. The Association's management is responsible for the projection format and the assumptions made.

The City of Wyoming, Minnesota (the City) operates a municipal fire department. The members of the department are also members of the Fire Relief Association which is a separate non-profit corporation. The Association provides for a retirement benefit based on years of service and the City Council ultimately approves and agrees to the benefit level. Annually a calculation is completed under State Statutes (MN Stat. section 69.772) that determines whether a municipal contribution is required based on the projected earnings and costs of the Association. This projection follows the format outlined in section 69.772 and uses the assumptions described below.

The financial projection is based on revenue and expense as summarized in the assumptions listed below and presents, to the best of management's knowledge and belief, the Association's expected results of cash flows for the projection period if such revenue, earnings, retirements and expenses of cash occur. Accordingly, the projection reflects the Associations' judgment as of NEED DATE the date of this projection, of the expected conditions and its expected course of action if such results were attained. The presentation is designed to provide information to the City Council concerning the required municipal contribution and should not be considered to be a presentation of expected future results. Accordingly, this projection may not be useful for other purposes. The assumptions disclosed herein are those that management believes are significant to the projection. Furthermore, there will usually be differences between projected and actual results, because events and circumstances frequently do not occur as expected and those differences may be material.

II. Summary of Assumptions

The significant assumptions used are listed below:

Revenue

State Aid - Subsequent years assume a 3.5 percent increase over prior years.

Interest and Investment Returns - Assumed a positive 5 percent with each projection

Municipal Contribution – No voluntary contribution is assumed each year in addition to the required to maintain consistent municipal contribution

Expenditures

Pensions Paid -

Deferred - Assumed member were assumed unpaid if they were on the deferred or paid if known date.

Active - Assumed that members would remain active at 50 years or paid / deferred is known date.

Active – Assumed that membership will remain static for the next 5 years.

Administrative Expense - Assumed no expenses as in prior years.

Calculated Municipal Benefit - The calculation of a required municipal contribution was completed using the state statute formula outlined in Minnesota Statute Section 69.772.

Wyoming Fire Relief Association
Wyoming, Minnesota
Benefit Projections
December 31, 2022 through December 31, 2027

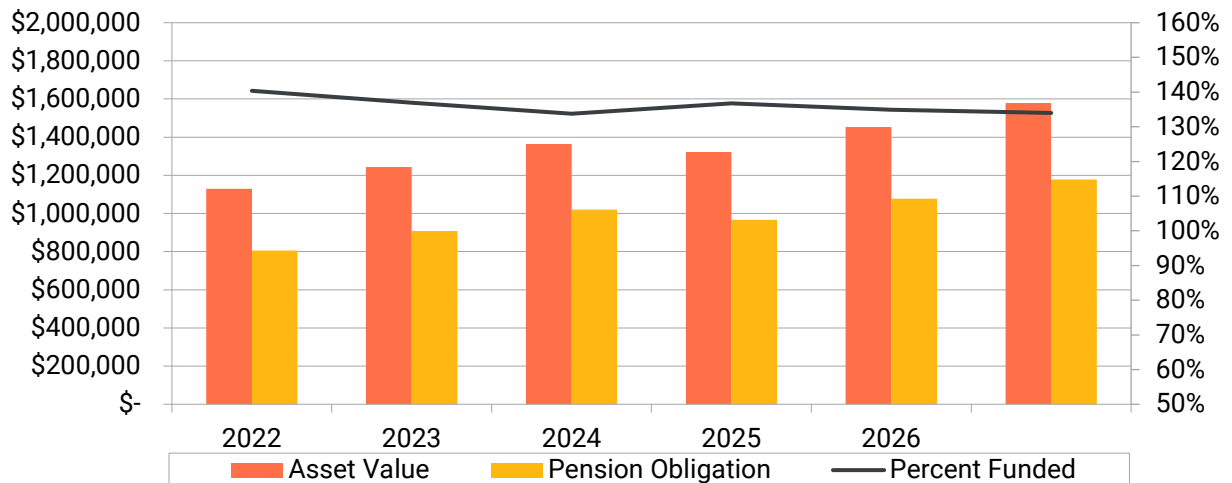
III. Summary of Alternatives

Scenario 1 - Annual benefit level increase of \$500 in 2022. Under this scenario, the Relief assumes a rate of return of 5 percent annually.

Benefit Level Increase to \$4,500 in 2022

YEAR	BENEFIT LEVEL	MUNICIPAL CONTRIBUTION		PROJECTED ACCRUED LIABILITY	PROJECTED ASSETS	SURPLUS/ (DEFICIT)	PERCENTAGE FUNDED
		Voluntary	Required				
2022	\$ 4,500	\$ -	\$ -	\$ 804,926	\$ 1,129,860	\$ 324,934	140%
2023	4,500	-	-	907,528	1,243,069	335,541	137%
2024	4,500	-	-	1,019,678	1,363,924	344,246	134%
2025	4,500	-	-	966,564	1,321,876	355,312	137%
2026	4,500	-	-	1,076,793	1,453,052	376,259	135%
2027	4,500	-	-	1,178,538	1,578,876	400,338	134%
Total		\$ -	\$ -				

Benefit Level Increase to \$4,500 in 2022



Wyoming Fire Relief Association
Wyoming, Minnesota
Benefit Projections
December 31, 2022 through December 31, 2027

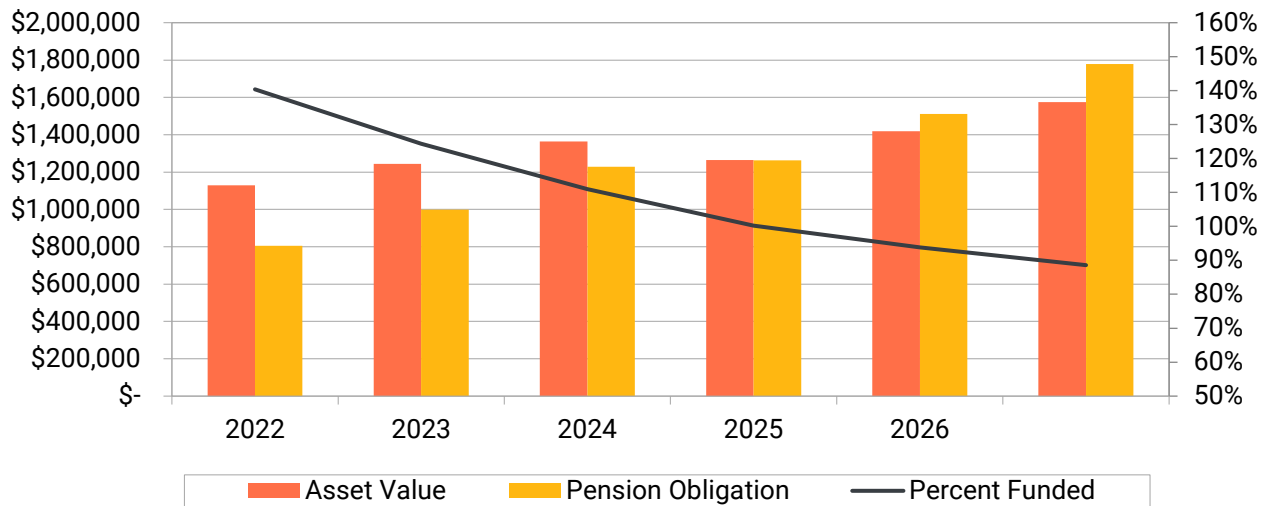
III. Summary of Alternatives (Continued)

Scenario 2 - Annual benefit level increase of \$500 in 2022 and each year thereafter. Under this scenario, the Relief assumes a rate of return of 5 percent annually. It appears in this scenario the funding percentage falls below 100 percent the year after a member's pension benefit is paid out; in the years 2025 – 2027 there are required municipal contributions.

Benefit Level Increase of \$500 each year

YEAR	BENEFIT LEVEL	MUNICIPAL CONTRIBUTION		PROJECTED ACCRUED LIABILITY	PROJECTED ASSETS	SURPLUS/ (DEFICIT)	PERCENTAGE FUNDED
		Voluntary	Required				
2022	\$ 4,500	-	\$ -	\$ 804,926	\$ 1,129,860	324,934	140%
2023	5,000	-	-	999,563	1,243,069	243,506	124%
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2026	6,500	-	35,629	1,510,811	1,417,931	(92,880)	94%
2027	7,000	-	44,932	1,778,456	1,575,350	(203,106)	89%
Total		\$ -	\$ 107,491				

Benefit Level Increase of \$500 each year



RESOLUTION NO. 22-12-128

**A RESOLUTION APPROVING THE WYOMING FIRE RELIEF ASSOCIATIONS
REQUEST TO THE CITY OF WYOMING RAISING THE RELIEF ASSOCIATION'S
PENSION LEVEL TO \$4,500 PER YEAR OF ACTIVE SERVICE**

WHEREAS, The City of Wyoming operates a municipal fire department and the members of the department are also members of the Fire Relief association which is a separate non-profit corporation; and

WHEREAS, The Association provides for a retirement benefit based on years of service and the City Council ultimately approves and agrees to the benefit level. Annually a calculation is completed under State Statutes (MN Stat. section 69.772) that determines whether a municipal contribution is required based on the projected earnings and costs of the association; and

WHEREAS, The Wyoming Fire Relief Association (FRA) requests the Council to approve raising the current Relief Association's pension level to \$4,500 per year of active service; and

WHEREAS, An analysis was completed by city staff and the city's finance director Abdo regarding the request to ensure that the requested increase did not have any negative impact on the city or financial liability.

NOW THEREFORE BE IT RESOLVED that the City of Wyoming does hereby approve The Wyoming Fire Relief Associations request to the City of Wyoming raising the Relief Association's pension level to \$4,500 per year of active service.

This resolution was adopted by the City Council of the City of Wyoming on the 20th of December, 2022.

CITY OF WYOMING

Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



December 16, 2022

Mayor Iverson and City Council Members

Re: Public Safety Activity Report – December 20, 2022, City Council Meeting

Police Training Update

Last week, Investigator Jeremy Peltier attended a 3 day “Reality Based Training” course to better prepare realistic training for our officers. The course addresses the required preparations needed to create realistic, safe training opportunities internally, using the best practices in the industry. The training was very valuable and will allow us to bring our training to the next level.

Policing Hiring Process Update

We have contracted with WorkSTEPS/NovaCare to conduct our pre-employment physical testing for police officer applicants. They have partnered with the League of MN Cities to create a job specific testing process for police officers to determine if the candidates are able to meet the physical demands of the position. The evaluation includes tests such as climbing stairs with weighted box, extended administration of CPR, dummy drag, running, scaling an obstacle, and subduing a suspect. The assessment meets the ADA requirements as well. The evaluation is low cost and supported by the LMC.

Fire Update

The Anonymous Santa event was highly successful again this year! The cold weather did not prevent residents from bundling up and meeting us at the trucks.

Upcoming Community Outreach Events

- Stuff the Squad for Family Pathways @ Bruce’s Foods, December 17, 2022

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



December 15, 2022
Honorable Mayor and City Council
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

RE: DECEMBER 20, 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

The security fence has been installed. Site grading is complete and the parking lot is ready for pavement. The southbound right turn lane has been completed. All interior walls have been constructed, all roofing and steel siding is complete, stone wainscoting, and overhead doors have been installed on all 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

A temporary Certificate of Occupancy has been issued for the north unit. The exterior of the building is complete, site grading continues, parking lot has been paved. The building and grading permits have been issued.

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

The Planning Commission held a public hearing to consider a conditional use permit for a planned unit development master plan and the preliminary plat of "Katie's Glen". 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

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

Writer's Email:
tloonan@eckberglammers.com

December 16, 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 – December 2, 2022 – December 16, 2022

Dear Robb:

Our office is advising City staff regarding City contracts, and land use. We continue to field questions relating to employment matters and serve in our general counsel role of reviewing City contracts and 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

December 14, 2022

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

Re: December 20, 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.

Fallbrook Avenue and 264th Street Improvement Project

On September 20, 2022, City Council authorized the preparation of a feasibility study for the Fallbrook Avenue and 264th Street Improvement Project. Notice to property owners has been sent indicating that we have been authorized to prepare a feasibility study and that they may see survey crews and soil borings taking place in the area. Survey and geotechnical investigative work have been completed.

Since there are only a few landowners on this project, staff is having individual one on one meetings to discuss the project in a similar manner as we do for a neighborhood informational meeting. Once this process has been completed and the feasibility study is completed, staff will bring forward an agenda item requesting the council to receive the feasibility study and set the public hearing.

East Viking Boulevard (Fenwick to Polaris)

Staff held a neighborhood meeting on November 30th and received some valuable feedback. Staff will be finalizing the plans and submitting to MNDOT State Aid for their review. It is expected that staff will asking Council to approve the plans and specifications and authorize advertisement for bids at the January 17th City Council meeting. Once bids are received, we expect we will be recommending the City Council award a construction Contract at the February 21st City Council meeting.

Staff will be requesting quotes for the pre purchase of the precast concrete box culverts as the lead time to get these made and delivered to the site (if bid with the project), may prevent that portion of the project from being constructed this season. Staff will bring these quotes to the City Council for consideration at the January 3rd City Council meeting.

Katies Glenn

Staff is working on completing our review of the Katies Glen development. This development is located on the east side of Goodview Avenue. This is scheduled to be considered at the December 13th Planning Commission meeting.

Helium Court Storm Sewer Repair / 266th Street Storm Sewer Addition

City Council awarded both storm sewer improvements and a preconstruction meeting has been held. Due to material availability, these two projects will need to be completed in the spring. Once the storm sewer structures are delivered, we will pay the contractor for materials on hand as we customarily would.

Bingham Property – Hallberg Project (Multi-Tennent)

All testing has now passed, and a site walk through has been completed. A final punch list has been provided to the contractor.

Diamond Ridge Development

No new update:

A preconstruction meeting was held on September 21, 2022. Tree removal and erosion control has been placed. No further work is planned to occur until next spring. We have been in communication with the adjacent property owner who has expressed concerns to inform them of what will be next and when.

Sunrise Riverbank Development (residential and commercial)

No new update:

The developer has submitted a revised concept. Staff has met with the applicant's team, and we have provided initial feedback. Staff will be meeting with the development team in the future to provide additional feedback.

The developer is working on the remediation of potentially contaminated soils from previous use as a golf course. Golf courses previously used materials on greens and tee boxes to prevent damage from mold and fungus. The work consists of excavation potentially contaminated soil and hauling to a certified facility. The developer will provide the City with complete documentation report of the remediation.

2021 Street Improvement Project

No new update:

Staff has met with the contractor the week of 7/18, 9/1 and 9/6 with their subcontractor to go over remaining work. Punch list items, and additional seeding has occurred. Staff will be reviewing to ensure restoration efforts have taken. We are also working with the contractor 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.

An agenda item related to restoration has been placed on the agenda for discussion.

TH 61 and East Viking Sanitary Sewer Upsizing Project

No new update:

The contractor has completed their work and is pulling together final contract closeout documentation. Once received, staff will place an agenda item for council consideration for final payment and acceptance.

Summer Fields Development

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

The Developer started work installing pipes in the filtration basin on 12/12/2022.

Second Addition (15 lots): Utility Construction, curb and gutter placement and asphalt has been placed. An escrow reduction has been requested and staff is confirming the value of work completed and what remains now that they have submitted the remaining. The escrow reduction has taken place.

Third Addition

No new update. The developer has indicated that they are currently working on the third addition final plat and construction plans. This is for the completion of the site on the east side of Kettle River Boulevard. Earlier indication was that the third addition was for the next phase on the west side of Kettle River Boulevard.

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

Preserve at Comfort Lake

The developer indicated all punch list items were complete and requested final acceptance of the project and release of the Letter of Credit. Upon inspection, very little of the punch list was completed. The punch list was sent to them again along with photos indicating what need to be completed for the city to consider final acceptance. The developer has indicated these remaining items have now been completed. We will inspect to confirm. Once these have been addressed, staff will be ready to recommend acceptance of the improvements and start the two-year warranty period.

Heims Lake Villas North

All sanitary sewer, watermain, and storm sewer have been completed. Aggregate base and curb and gutter and first layer of asphalt has been completed, allowing building permits to be issued. The concrete sidewalk has been completed. Developer is choosing to complete the wear course paving in 2023.

Aadland Development (Hunter Hill)

Punch list items are currently underway and final layer of asphalt has been placed. Project acceptance is expected in the spring once restoration is acceptable. Due to the drought, many areas of the seeding have not come in adequately. Project acceptance is expected in the spring. Staff will reduce the letter of credit accordingly.

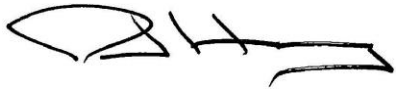
Hallberg Storage

Final Punch list has been created and project completion is near.

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, appearing to read 'Paul Hornby', with a stylized, elongated horizontal stroke at the end.

Paul Hornby, PE



Public Works Report

Date: December 20th, 2022

Mayor Iverson and City Council Members

Public Works Report for December 20th, 2022 Council Meeting

Public Works has been out plowing and salting the streets. The weather has been a challenge for us.

The sanitary sewer televising of Fallbrook has been completed for the 2023 Street Project.

The Emerald Ash Borer reimbursement forms were completed by Alex and myself and sent in for reimbursement.

Joe Keding has set-up 4 of the 5 snow plow trucks with road salt data recording. The process is very helpful in reducing salt usage and helping with resident concerns.

In surface water, we completed the annual training with WSB for our new permit.

Parks:

We are working with WSB on a collector app for trees.

Emerald Ash Program is written and in the review process.

The slide replacement for Goodview Park has been delivered.

Winter trails are prepped for winter.

Sanitary Sewer:

The televising of Fallbrook Avenue has been completed

Water:

Daily and monthly water tests have been completed

South Water Tower riser pipe scheduled for February or March

Streets:

Street maintenance materials, road salt, have been ordered

Snow plowing and salting of streets continues

Surface Water:

Annual training completed

Thank You,
Chuck



CITY OF WYOMING

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



44 Lake Street South Suite A, Forest Lake, MN 55025

Phone 651.395.5850 | info@clflwd.org | www.clflwd.org

December 7, 2022

Re: **Sunrise River Hwy 61 Wetland Enhancement Project Construction Starting this winter**

Dear Resident,

The Comfort Lake–Forest Lake Watershed District (CLFLWD) **will begin construction of the Sunrise River Highway 61 Wetland Enhancement Project this winter.** The project will restore the wetlands to the north of the ditch near Highway 61. The purpose of the wetland enhancement project is to reduce excess nutrient (mainly phosphorus) exports from the Heims Lake drainage system before they impact downstream resources. Phosphorus is the nutrient that is primarily responsible for increased algae and the green color in lakes. This project will help to reduce these excess nutrient exports and improve water quality in the Sunrise River, Comfort Lake, and ultimately the St. Croix River. The project will also improve wildlife habitat on the site.

The project consists of wetland excavation and restoration on a property owned by the Watershed District. Flows from the Heims Lake drainage would be routed into this wetland complex where sediment (primarily soil particles) can settle out of the flowing water and nutrients can be used or stored by plants. Waters would flow through the wetland complex and be returned to the ditch just upstream of its connection with the Sunrise River. The project has been designed to sit entirely within the Watershed District-owned property and will not impact any wetlands or properties upstream of the Sunriver Prairie Trail or adjacent to the project area.

The project start date is weather-dependent and could start anytime between mid-December and mid-January. This is because construction in a wetland requires deeply frozen conditions to enable machine access. The project is estimated to take approximately 6 weeks to complete, with most of the excavation occurring over a 2–3-week period. During excavation, you will notice dump trucks and other vehicles regularly entering and leaving the project area. We will try to limit traffic congestions and impact but apologize for any inconvenience this may cause. Please use extra caution when passing by the project area during this period.

Please feel free to contact the District with any questions or concerns at 651-395-5850 or info@clflwd.org. More information on the project can be found at www.clflwd.org/Tax_Forfeit_Wetland_Restoration.php

Sincerely,

Blayne Eineichner, Project Coordinator
Comfort Lake-Forest Lake Watershed District
(651)-395-5857
blayne.eineichner@clflwd.org

For more information about the Comfort Lake-Forest Lake Watershed District, please visit www.clflwd.org.

Enclosure: Sunrise River Wetland Enhancement Concept

Board of Managers

Stephen Schmaltz—President Christopher Loth—Vice President
Jackie Anderson —Treasurer Douglas Toavs— Assistant Treasurer Dave Bakke—Secretary



Sunrise River Wetland Enhancement visual. The blue line is the current ditch alignment and the red line will be the water flow path through the enhanced wetland complex after project construction.



Council Communication

Date: December 16, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: City Administrator Linwood

Department: Administration

Reference: 2023 East Viking Blvd Road Project/5481 E. Viking Blvd Gatzow parcel

Method: New Business

Background Information:

At the November 15, 2022 city council meeting Mr. Neil Gatzow appeared before the council and stated that he had completed a survey of his property and upon additional research believed he should not be assessed for two buildable parcels on the 2023 East Viking road project. City staff and legal counsel recommended to the city council that upon the new survey and information that staff would like to revisit the issue. Mr. Gatzow requested that the city does their diligence on this matter prior to the end of the year. The city council gave direction to staff to meet with Mr. Gatzow and bring a recommendation to a future council meeting before the end of 2022.

City staff and legal counsel met with Mr. Gatzow on November 18, 2022 to discuss the assessments and review the information Mr. Gatzow provided. With the new information provided staff still determined that the property could be subdivided into two lots to meet the requirements of the zoning ordinance and not require any variances. Mr. Gatzow had requested that the item be reviewed by the city council at the December 20th, 2022 meeting.

Earlier this week Mr. Gatzow communicated with staff at this time he would like remove his protest of having two buildable lots and will not be attending the December 20th council meeting.

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**CITY OF WYOMING
PLANNING AND ZONING**

TO:	Planning Commission
DATE:	December 20, 2022
FROM:	Kim Lindquist, City Planner
	Fred Weck, Zoning Administrator
RE:	Preliminary Plat, Conditional Use Permit, and PUD Master Plan Review
APPLICANT:	Pobuda Enterprises, LLC.
PROPERTY:	R.21.00140.00
FILE NO.:	D-22-016, C-22-003

OVERVIEW

Pobuda Enterprises, LLC. (“Applicant”) has requested a review of a Preliminary Plat and conditional use permit to subdivide an 18.25-acre parcel off Goodview Avenue. The proposal would, if approved, include 39 single-family residential housing units. Currently, the parcel is vacant and contains both a wetland and wooded area. Surrounding the parcel, are similarly zoned R3- Single Family Residential Lots to the west, and R1- Rural Residential Lots to the north, south, and east. Based upon the existing zoning map, the site is a pocket of urbanized residential in the midst of rural residential located on the east side of Goodview Avenue.

The request includes lots that are less than the ordinance minimum standards for the R-3 District. Because of this deviation, the applicant is applying for a conditional use permit that would allow the parcel to be zoned under the Planned Unit Development Overlay (PUD) – thus creating greater lot dimensional flexibility. This flexibility is also needed for some of the proposed parcels due to nonconforming lot width and lot depth. Currently, the site is zoned as R3 – Single Family Residential. Of the 18.25 acres of total land, 2.18 acres will be streets and access, 5.93 acres is proposed to be outlot, and the remaining 10.14 acres will contain the 39 residential lots. The largest proposed lot would be over 23,000 square feet, and the smallest would be just under 9,000 square feet – with the lot size average of 11,330 square feet for the entire development. In addition, there is over one acre of wetland located on the property, in the northwest, northeast, southeast, and central portions of the site. The central wetland is proposed to be filled as part of future development. The applicant will need to meet all Wetland Conservation Act (WCA) rules.

Given the existing zoning and comprehensive guide plan, the project must meet the conditions of approval for a Conditional Use Permit to permit the PUD – Planned Unit Development Overlay, and applicable Subdivision and Wetland ordinance standards.

STAFF RECOMMENDATION

The requirements of Chapter 40, Article V, Division 6, “Conditional Use Permits”, Section 40 – 112, as contained in the City of Wyoming Ordinance has been complied with. Staff is recommending approval of a Conditional Use Permit to allow establishment of a Planned Unit Development based upon the findings of fact related to use of the PUD Overlay and conditions for granting of a Conditional Use Permit.

Staff is recommending approval of a PUD master plan based upon a finding of conformance with standards for granting of approval subject to the following conditions:

1. The applicant shall submit a final landscape plan in compliance with Sec. 40 – 555 for staff review and approval prior to issuance of grading permit.
2. The development will comply with the following setback and lot dimension standards:

Single Family Dwellings

Ordinance Standards	Development Standards
Front Yard Setback	22 feet
Side Yard Setback	6 feet
Rear Yard Setback	31 feet
Minimum Lot Size	8,775 sq ft
Minimum Lot Width	62 feet
Minimum Lot Depth	131 feet
Building Height	Up to 35 feet

The requirements of Article III, Division 2 and Article III, Division 3, “The Preliminary Plat”, as contained in the City of Wyoming Subdivision Ordinance has been complied with, accordingly, staff recommends approval of the Preliminary Plat subject to the following conditions:

1. The Conditional Use Permit granting the proposed the Planned Unit Development Overlay designation be approved.
2. All required local, state and/or federal permitting must be obtained.
3. Compliance with all Engineering Comments provided on the marked-up Plat drawings.
4. An NPDES permit will be required and compliance with all NPDES permit requirements will need to be confirmed. A SWPPP will be required consistent with NPDES permit requirements.
5. MPCA Sanitary Sewer and Minnesota Department of Health Watermain Extension Permits is required.
6. The applicant meet the park dedication requirements by providing \$70,200 in lieu of land dedication.
7. A sign plan be submitted illustrating the planned signage for the proposed roadway.
8. All appropriate permitting be obtained from the CLFLWD, including both a stormwater and erosion control permit.
9. All by-laws, Property Owner's Association Articles of Incorporation, and Protective Covenants must be approved by the City Attorney and filed with the record plat. These

covenants must be adhered to and cannot be changed without the approval of the City Council.

10. The developer shall submit a surety in the form of a cash deposit or letter of credit guaranteeing to complete the work in substantial compliance with the approved street, utility, grading, and drainage plans. The surety must remain in place until the site work is completed and approved by the city. The City Engineer must approve the surety amount and the City Attorney must approve the terms if a letter of credit is used.
11. The developer enter into a Development Agreement, the terms and provision of which must be approved by the City Attorney, between the property owner, the developer, and the city, and must be executed prior to construction beginning on the improvements in the development.
12. The applicant shall apply for a Final Plat that substantially conforms to the Preliminary Plat per Sec. 32 – 51.

STAFF REVIEW

General Comprehensive Plan and Zoning Review

The subject property is zoned R3 – Single Family Residential and is guided as Lower-Density Suburban Neighborhood in the City of Wyoming’s Comprehensive Plan. The zoning and surrounding uses are as follows:

North – R1 – Rural Residential I; low-density residential housing

South – R1 - Rural Residential I; low-density residential housing

East – R1- Rural Residential I; low-density residential housing

West – R3 - Single Family Residential; a general mix of low to medium density residential housing

Zoning District	<u>R-3 Single Family Residential</u>	<u>Proposed</u>
Lot Width	100 feet (115 on corner lots)	Ranging from 65 feet to 116 feet *38 of 39 lots are lower than the R-3 lot width standard.
Lot Depth	150 feet (not more than four times the width)	Ranging from 135 feet to 275 feet *13 of 39 lots are lower than the R-3 lot depth requirement.
Lot Size	15,000 sq. ft.	Ranging from 8,775 sq. ft. to 23,337 sq. ft. *32 of 39 lots are lower than the R-3 lot size standard.

Front Yard Setback	30 feet from road ROW or trail easement	Ranging from 25 feet to 35 feet (Concept Buildings) *36 of 39 illustrate concept building pads fail with a reduced front yard setbacks.
Side Yard Setback	10 feet (principal building) 3 feet (accessory building) 5 feet (driveways)	Ranging from 7 feet to 9 feet (Concept Buildings) *39 of 39 illustrate concept building pads with a reduced side yard setbacks.
Rear Yard Setback	35 feet (principal building) 3 feet (accessory building)	Ranging from 33 feet to 180 feet (Concept Buildings) *2 of 39 illustrate concept building pads with reduced rear yard setbacks.

Roads, Traffic, and Access

The proposed development extends Goodwin Lane, creating a new public road that intersects with Goodview Lane. This road is 50 feet in width along its entirety and 2.18 acres of the lot is dedicated for right-of-way. The street design for the proposed road must adhere to the standards in Sec. 32-85 of the Subdivision Ordinance. Included in the street design, shall be the location of the proposed cluster mailbox facility. In addition, a sign plan must be submitted with the final plat illustrating street signs for the proposed road. Future permitting will be required when constructing individual dwelling unit driveways. Detailed redline comments on the plans have been provided to the applicant.

Drainage/Natural Resource/Wetlands

The site is located within the Comfort Lake Forest Lake Watershed District, and CLFLWD stormwater and erosion control permits are required for the proposed development. CLFLWD also has specific wetland buffer standards that must be adhered to. The stormwater report does not currently note how the site is meeting CLFLWD requirements for volume control and water quality. Any future development will require an erosion control permit, as there will be land disturbance with wetland impacts and extensive grading, filling, and land alteration on the property. There is no floodplain in the area, so no floodplain permit is required. Because there will be an increase in impervious coverage, a stormwater plan is required. The stormwater plan that was supplied as part of this application illustrates a planned infiltration basin and pond located on the north side of the proposed development. These are proposed to meet stormwater

management and open space requirements of the Subdivision Ordinance. Soil borings are required in order to confirm infiltration is feasible and in line with NPDES permit requirements.

Peak discharge rates on the site are shown to increase in the 2-, and 10-year storm events but shown to decrease in the 100-year storm events when looking at the site in aggregate. The site discharges west to 257th Street and north to an existing wetland, and the site is increasing rates to both discharge events in multiple modeled storm events. The applicant shall modify the design to meet discharge rate requirements at each discharge point or shall include downstream storm sewer and ponding areas to confirm the increase proposed does not have a negative impact on downstream properties.

An outlet for the wetland in the southeast corner of the property is recommended to be constructed as part of the development as that wetland will become landlocked after development if an outlet is not included.

Any future development that may alter or drain the one plus acres of wetland located on the property will require additional permitting and authorization. In addition, no structure shall be erected, reconstructed, altered, or moved nearer than twenty (20) feet from any of the wetland on the property. Referencing the preliminary plat, the majority of the wetland area will be located in Outlot A. Also, with future excavation or disturbance, a NPDES permit will be required.

Grading

Provided plans illustrate the proposed grading that will be conducted to provide appropriate building pads and infrastructure for the 39-unit project. There are four wetlands on site – one in the northwest, one in the northeast, one in the southeast, and one in the center that is proposed to be filled as part of development. The topography is lower in the wetland areas, particularly in the proposed Outlot A where grades are in the 892' to 910' range. The proposed building pads are expected to be in the 913' to 917' range, depending on the location. Care must be taken to provide appropriate drainage for individual lots and ensure easements and overflows are provided.

Landscaping and Woodland Preservation

The applicant has submitted a landscaping plan that outlines existing trees and shrubs, as well as proposed landscaping features. In general, all subdivisions and Planned Unit Developments must contain a minimum of one (1) overstory tree and two (2) understory trees per 1/10 acre of land (exclusive of classified wetlands). This parcel consists of 18.25 total acres and 1.15 acres of wetland space; .81 acres in the northwest, .22 acres in the center of the lot, .04 acres in the northeast, and .08 acres in the southeast. Therefore, the applicant must provide landscaping for the 17.1 acres of non-wetland space. The standards for this space require 171 overstory trees and 342 understory trees to be planted. As proposed, 113 existing overstory trees will remain on the property, meaning that only 58 overstory trees will need to be provided. According to the landscaping plans, the proposed development will include 40 overstory trees and 306 understory trees. Both of these numbers are lower than the required amount and must be addressed prior to recording of the final plat – requiring the addition of 18 overstory trees and 36 understory trees. Also, some of the proposed trees in the landscaping plan appear to be located with the right-of-way, which must be corrected.

In relation to woodland preservation, the applicant has submitted a woodland preservation plan that outlines proposed tree removal and replacement. There are 637 trees located on the parcel

and planned to be removed, which are exempted due to proposed development. Outside of the trees that are exempt from replacement, there are an additional thirty-six total trees being removed that must be replaced. The proposed plan illustrates that these replacement requirements have been met. Specifically, sixty-six deciduous trees that are not less than two and one-half caliper inches will replace the thirty-three deciduous trees that are 6 to 20 inches in diameter that will be removed; and twelve deciduous trees that are not less than two and one-half caliper inches will replace the three removed deciduous trees that are greater than 21 inches in diameter – both rates are consistent with the preservation standards in Sec. 40-556.

The proposed landscaping plan will also have to adhere to CLFLWD wetland buffer requirements.

On another note, both proposed retaining walls that abut the wetland areas in the northwest and northeast appear to exceed four (4) feet in height, meaning that a building permit will be required.

Utilities

The site is within the municipal urban service area and city water and sanitary sewer infrastructure will be extended to serve the development from Goodview Avenue. The site will be served City water by extending an 8-inch watermain through the development to the north end. Similarly, the site proposes a sanitary sewer main that extends through the development to the north. Staff is working with the applicant to resolve any minor utility comments identified with the preliminary plat submittal. Detailed redline comments on the plans have been provided to the applicant.

In addition, the Wyoming Fire Department has reviewed the plans and approved the locations of fire hydrants within the development and along 257th Street. They also requested an additional hydrant within the open area north of Lot 1 of Block 1.

Park Dedication

Article IV of the Subdivision Ordinance sets forth the park dedication requirements. The policy for minor subdivisions is that when three or fewer lots are being created that the minimum park and trail fees will be collected without the need for the Joint Park Planning Board to meet unless the development is in an area where the City is looking to acquire park land. This policy was reaffirmed at a Joint Park Planning Board held on October 28, 2014.

The Joint Park Planning Board met on August 27, 2019 to discuss park dedication requirements for the development. Due to the close proximity of Goodview Park, Verges Memorial Park, Verges Playground, and Blue Spruce Park the JPPB determined that a park cash dedication of \$1,500.00 and trail cash dedication of \$300.00 per lot (\$70,200.00 total for 39 lots) will be their recommendation to the City Council.

CONDITIONAL USE PERMIT STANDARDS

Chapter 40, Article V, Division 6, Conditional Use Permits, Section 40 – 112, sets forth the general standards that shall be met in order to grant a CUP. Granting of a Conditional Use Permit is required with approval of the Planned Unit Development Overlay. These standards are as follows:

1. The use is in conformity with the Comprehensive Plan and development policies of the City.

The planned development is in conformity with its Comprehensive Plan designation of lower-density suburban neighborhood. Specifically, the average lot size of just over 11,000 sq. ft. aligns with the desired standard of the designation – providing a slightly denser, but altogether low-density housing option for 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 use will not create an excessive demand on existing parks, schools, streets and other public facilities and utilities. This standard has been met.
3. The use will be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development will not be depreciated in value and there will be no deterrence to development of vacant land.
The provided landscaping plan illustrates an appropriate level of screening and distance from adjacent development so that it will not depreciate adjacent land value. This standard has been met.
4. The structure and site will have an appearance that will not have an adverse effect upon adjacent properties.
The planned development appearance 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.
The use will provide new housing opportunities in the City of Wyoming and is generally consistent with the zoning for this site. This standard has been met.
6. The use will be consistent with the purpose of this and other City Ordinances.
This standard has been met.
7. The use will be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it is to be located.
The planned development will be designed and operated in a way that is compatible with the R-3 Single Family Residential District it is located in. In addition, the applied for PUD will provide greater flexibility for lot dimensional standards. 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.

With the proposed erosion control and stormwater management practices, the development will likely cause minimal adverse environmental effects. This standard has been met.

APPLICABLE ZONING ORDINANCE PLANNED UNIT DEVELOPMENT STANDARDS.

Section 40-364 defines the required standards and considerations the city will review when an application is requesting a PUD. The following criteria should be considered:

- (1) Location of the buildings, compatibility, parking areas and other features with respect to the topography of the area and existing natural features such as streams and large trees;
- (2) Efficiency, adequacy and safety of the proposed layout of internal streets and driveways;
- (3) Adequacy and location of green areas;
- (4) Adequacy, location and screening of parking areas; and
- (5) Such other matters as may be found to have a material bearing upon the stated standards and objectives of the comprehensive land use plan.

These standards have generally been met

Section 40-367 General Regulations.

- (1) All other development regulations of the appropriate Zoning District not specified in this Division or specified as a condition to the Conditional Use Permit shall apply to a Planned Unit Development.
- (2) The application for a Conditional Use Permit shall state precisely the reasons for requesting the consideration of the property for Planned Unit Development
- (3) Each living unit must have at least nine hundred sixty (960) square feet of floor area excluding the basement.
- (4) Each living unit must have a garage with minimum area of three hundred twenty (320) square feet.
- (5) The land which is to be set aside as open or common area shall be clearly indicated on the plan. Provisions for recreational area and for continual maintenance of that area not dedicated and accepted by the City shall be required.
- (6) No conveyance of property within the Planned Unit Development shall take place until the property is platted in conformance with the provisions of this Division and applicable to the City Subdivision Ordinance.
- (7) The uses in the PUD shall be those uses allowed for in the Zoning District in which the PUD is located.

- (8) There is to be provided within the tract, or immediately adjacent thereto, parking spaces in private garages or off-street parking areas in accordance with the requirement of Article VII, Division 23.

These standards have generally been met.

Section 40-368 Site Design

- (1) The number of principal use structures which may be constructed within the PUD shall be determined by dividing the net buildable acreage of the project area by the required lot area per unit which is required in the district in which the Planned Unit Development is located. The net buildable acreage shall be defined as the project area less the land area dedicated for public streets, and land which is not deemed as buildable by this Ordinance. The project area includes all the land within the Planned Unit Development which is allocated for residential and for common open space as required by this Division. Land to be dedicated for public streets is to be excluded from the project area.
- (2) The common open space, any other common properties, individual properties, and all other elements of the Planned Unit Development shall be so planned that they will achieve a unified scheme of integrated planning and a harmonious selection and efficient distribution of uses.
- (3) The proposed PUD shall be of such size, composition, and arrangement that its construction, marketing, and operation is feasible as a complete unit, without dependence on any subsequent unit or development.
- (4) All PUD's shall be served by public sewer and water.
- (5) Planned unit development (PUD) dwelling units should have a character and scale that relate to the heritage of the city, similar to design standards for the residential districts.
- (6) Vegetated buffers of native trees, shrubs and understory shall be planted in buffer zones of sufficient area from edge of the PUD so as to provide residential privacy and minimize views of house lots from exterior road and abutting properties.

These standards are generally met apart from #5, as the proposal does not include specific unit plans. The conditions can all be met.

PRELIMINARY PLAT REVIEW STANDARDS

In accordance with Sec. 32 – 42, the following criteria shall be considered during the Plat review application process:

- (a) Consistency with the design standards and other requirement of this ordinance.

This criterion can be met if the conditional use permit is approved for the proposed subdivision granting it the PUD overlay designation. The added flexibility will allow deviations from the R-3 standards as depicted in the proposal.

- (b) Consistency with the City's Comprehensive Plan, Stormwater Management Plan, and any other development plans officially adopted by the City.

The proposed subdivision aligns with the guidance of the City's Comprehensive Plan for lower-density suburban neighborhood housing.

(c) The physical characteristics of the site, including but not limited to topography, erosion, flooding potential, development, and major vegetation.

Considering the wetland area located on the property, there is still adequate space for the planned subdivision and development if the Conditional Use Permit is approved, granting increased lot size and lot width flexibility.

(d) The proposed development's fiscal impact and environmental impact.

As proposed, the subdivision should not have a negative fiscal or environmental impact.

(e) Whether the proposed subdivision is in conflict with applicable general and specific plans (e.g. growth management system goals and policies, capital improvement programs, ordinances).

The proposed subdivision is not in conflict with any relevant plans or ordinances.

(f) Whether the design or improvement of the proposed subdivision is in conflict with applicable development plans.

The proposed subdivision is not in conflict with any applicable development plans.

(g) That the site is physically suitable for the proposed density of the development.

If the Conditional Use Permit is approved, granting PUD designation, the site would be physically suitable for the proposed density of the development. This standard can be met.

(h) Whether the design of the subdivision or the proposed improvements are likely to cause substantial environmental damage.

No development is intended to occur within the wetland area on the northwest, northeast, or southeast section of the property. The wetland located towards the center of the property is proposed to be filled in. A stormwater pond and infiltration basin will be constructed in the center of the subdivision to treat the new impervious surface that would come with residential development and road construction. Woodland protection standards are being met as proposed. There should be no substantial environmental damage.

(i) Whether the design of the subdivision or the type of improvements are likely to cause serious public health problems.

The proposal will not cause any serious public health problems.

(j) Whether the design of the subdivision or the type of improvements will conflict with easements of record or of easements established by judgment of a court.

There are no known easements that would conflict with the design of the subdivision.

Planning Commission Meeting

During the meeting there were several members of the public who spoke against the subdivision proposal. Their concerns were the potential negative impact to their property, removal of trees on the site, and the reduced lot dimensions as compared to their rural lots and the R-3 zoning ordinance. Staff explained that a PUD was being used to preserve Outlot A and that was a tradeoff for smaller lots. There was a lot of discussion regarding the landscape plan and tree preservation.

The landscape plan takes into consideration the existing residents to the south and adds landscaping along the south lot line as a buffer. In the east, some of the existing vegetation will remain adjacent to the existing residential lots. It was noted that this subdivision differs from the surrounding neighborhood because it will be more urbanized, being served by city sewer and water. It was clarified that public utilities would not be expanded beyond the Katie's Glen plat and therefore existing residents in the area would not be required to hook into city utilities upon development of the property.

Planning Commission Recommendations

Conditional Use Permit for the Planned Unit Development Master Plan:

On December 13, 2022 the Planning Commission publicly heard the petitioner's request for a Conditional Use Permit for a Planned Unit Development Master Plan. After hearing testimony and discussion, the Planning Commission voted 2-1 (one seat is open and there was one absent) to recommend approval of the request based on the findings that the standards for the Conditional Use Permit have been met. The Planning Commission is recommending approval with the following conditions:

1. The applicant shall submit a final landscape plan in compliance with Sec. 40 – 555 for staff review and approval prior to issuance of grading permit.
2. The development will comply with the following setback and lot dimension standards:

Single Family Dwellings

Ordinance Standards	Development Standards
Front Yard Setback	22 feet
Side Yard Setback	6 feet
Rear Yard Setback	31 feet
Minimum Lot Size	8,775 sq ft
Minimum Lot Width	62 feet
Minimum Lot Depth	131 feet
Building Height	Up to 35 feet

Preliminary Plat Approval of “Katie’s Glen”:

On December 13, 2022 the Planning Commission publicly heard the petitioner's request for preliminary plat approval of “Katie’s Glen”. After hearing testimony and discussion, the Planning Commission voted 2-1 to recommend the approval of the requested preliminary plat with the finding of fact; that the requirements of Article III, Division 2, “The Preliminary Plat”, as contained in the City of Wyoming Subdivision Ordinance have been complied with. The Planning

Commission recommends approval of the Preliminary Plat of “Katie’s Glen” with the following conditions:

1. The Conditional Use Permit granting the proposed Planned Unit Development Overlay designation be approved.
2. All required local, state and/or federal permitting must be obtained.
3. Compliance with all Engineering Comments provided on the marked-up Plat drawings.
4. An NPDES permit will be required and compliance with all NPDES permit requirements will need to be confirmed. A SWPPP will be required consistent with NPDES permit requirements.
5. MPCA Sanitary Sewer and Minnesota Department of Health Watermain Extension Permits is required.
6. The applicant meet the park dedication requirements by providing \$70,200.00 in lieu of land dedication.
7. A sign plan be submitted illustrating the planned signage for the proposed roadway.
8. All appropriate permitting be obtained from the CLFLWD, including both a stormwater and erosion control permit.
9. All by-laws, Property Owner's Association Articles of Incorporation, and Protective Covenants must be approved by the City Attorney and filed with the record plat. These covenants must be adhered to and cannot be changed without the approval of the City Council.
10. The developer shall submit a surety in the form of a cash deposit or letter of credit guaranteeing to complete the work in substantial compliance with the approved street, utility, grading, and drainage plans. The surety must remain in place until the site work is completed and approved by the city. The City Engineer must approve the surety amount and the City Attorney must approve the terms if a letter of credit is used.
11. The developer enter into a Development Agreement, the terms and provision of which must be approved by the City Attorney, between the property owner, the developer, and the city, and must be executed prior to construction beginning on the improvements in the development.
12. The applicant shall apply for a Final Plat that substantially conforms to the Preliminary Plat per Sec. 32 – 51.



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

SUBDIVISION APPLICATION: PRELIMINARY PLAT

A preliminary plat application is filed after the Planning Commission has reviewed the sketch plan application for the proposed subdivision. The application is reviewed by the Plat Review Committee and then forwarded on to the Planning Commission for a public hearing. After the public hearing the application is considered by the City Council.

Applicant(s): Name(s) POBUDA ENTERPRISES, LLC
Address 2221 108th Lane NE
City Blaine State MN Zip 55449
Phone Number 612-209-8200 Email brent.p@villagefloor.com

Owner(s) - If other than Applicant(s):
Name(s) _____
Address _____
City _____ State _____ Zip _____
Phone Number _____ Email _____

Signature of owner(s) _____ Date _____

Legal description of property: Please see sheet 2, existing conditions of preliminary plans for legal description

Property Identification Number: R.21. 00440.00

Present use of property: Vacant

Proposed use of property: Single Family Residential development

Present zoning of property: R-3

Total acreage of property: 18.25

Number of proposed lots: 39

Total acreage in wetlands or floodplain: 1.15

Acreage of proposed parkland dedication: _____

☒ 4 full size copies of the proposed preliminary plat

☒ 1 electronic version legibly detailing all features

☐ A copy of proposed protective covenants, if applicable

☐ Septic site evaluation reports

☒ Applications for any necessary variances, conditional use permits, or rezoning

☒ 2 reduced copies (no larger than 11 X 17)

☐ Environmental Assessment Worksheet, if necessary

☒ Grading, drainage and erosion control plans

☐ Wetlands delineation report

☐ Copies of permit application submittals to all agencies with jurisdiction over wetlands or water bodies and channels on the development site

☐ List of any special assessments

Applicant(s) Signature: Brent Pabla Date 10/28/2022

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.

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

OFFICE USE ONLY

Application # 0-22-016

Date Application Received 10/31/22

Date Complete Application Received 10/31/22

120 Days 2/28/23

Fee: \$450.00 + \$70.00/Lot + Consultant Escrow = \$

Date Paid 11/1/22

By: [Signature] Official

Check # card

Consultant Escrow = \$1,000 without improvements or \$10,000 with improvements + \$500.00/lot for 30+ lots

Revised 07/27/22



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

LAND USE APPLICATION: CONDITIONAL & INTERIM USE PERMIT

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

Property Address: _____

Applicant(s) Name(s) POPULOA ENTERPRISES, LLC

Address 2221 108th Lane NE

City Blaine

State MN

Zip 55449

Phone Number 612-209-6220

Email brentp@villagefloor.com

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

Name(s) _____

Address _____

City _____

State _____

Zip _____

Phone Number _____

Email _____

Owner(s) Signature(s) _____

Date _____

Legal description of property: Please see sheet 2, existing conditions, of preliminary plans.

Property Identification Number: R.21. 00140.00

Present Zoning: R-3

Present use of property: Vacant

Proposed use of property: Single Family Residential

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

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

- A detailed site plan showing the following information from Sec. 40 - 111, A-K also including:
 - 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 & 25 of the Zoning Ordinance. It 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 and the unused portion of the escrow will be returned to the applicant.
- Any other information deemed necessary by the Zoning Administrator or Planning Commission

Applicant(s) Signature(s) Brent Pohl Date 10/28/2022

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

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

OFFICE USE ONLY

Date Complete Application Received 11/1/22

Application # C-22-003 Date Application Received 10/31/22

60 Days 12/31/22

By: [Signature]

Official

Fee: \$220.00 + Escrow

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

Date Paid 11/1/22

Check # Card

Revised 07/29/22

CONDITIONAL & INTERIM USE PERMIT WORKSHEET

Applicant: POBUDA ENTERPRISES, LLC

Address: 2221 108th Lane, NE

Type of Business: _____

Business name: Pobuda Enterprises, LLC

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

1. Is your proposed use in conformity with the Comprehensive Plan and development policies of the City?
☒ Yes ☐ No Explain: Single Family development
2. Will your proposed use create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area?
☐ Yes ☒ No Explain: 39 lot single family development.
3. Will your proposed use be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development will not be depreciated in value and so there will be no deterrence to development of vacant land?
☒ Yes ☐ No Explain: Screening provided in Landscape plans.
4. Will the structure and site have an appearance that will not have an adverse effect upon adjacent properties?
☒ Yes ☐ No Explain: Single Family housing.
5. Is the proposed use reasonably related to the overall needs of the City and to the existing land use?
☒ Yes ☐ No Explain: Single Family housing.
6. Will the proposed use be consistent with the purpose of the Zoning Ordinance and other City Ordinances?
☒ Yes ☐ No Explain: Permitted to PUD because R-3 min. requirements not met.
7. Will the proposed use be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it is to be located?
☒ Yes ☐ No Explain: Single Family development.
8. Will the proposed use generate only minimal vehicular traffic on local streets?
☒ Yes ☐ No Explain: Traffic increase from homeowners.
9. Will the proposed use create traffic hazards or unsafe access or parking needs?
☐ Yes ☒ No Explain: Access per city standards. Parking provided by driveways.
10. Will existing businesses nearby be adversely affected by your proposed use because of the curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness?
☐ Yes ☒ No Explain: Housing development.
11. Will the establishment or maintenance of the proposed use be detrimental to the public health, safety or general welfare?
☐ Yes ☒ No Explain: Housing development.
12. Will the proposed use be hazardous, detrimental, or disturbing to present and potential surrounding land uses due to water pollution, odor, fumes, and general unsightliness or other nuisances?
☐ Yes ☒ No Explain: Water treated before leaving site.
13. How will the proposed use preserve and incorporate the site's important natural and scenic features into the development design?
☒ Yes ☐ No Explain: Trees saved to extent possible. Wetlands preserved to extent possible.
14. Will the proposed use cause adverse environmental effects?
☐ Yes ☒ No Explain: Infiltration basin & stormwater pond proposed.

Application # _____

Revised 07/29/22

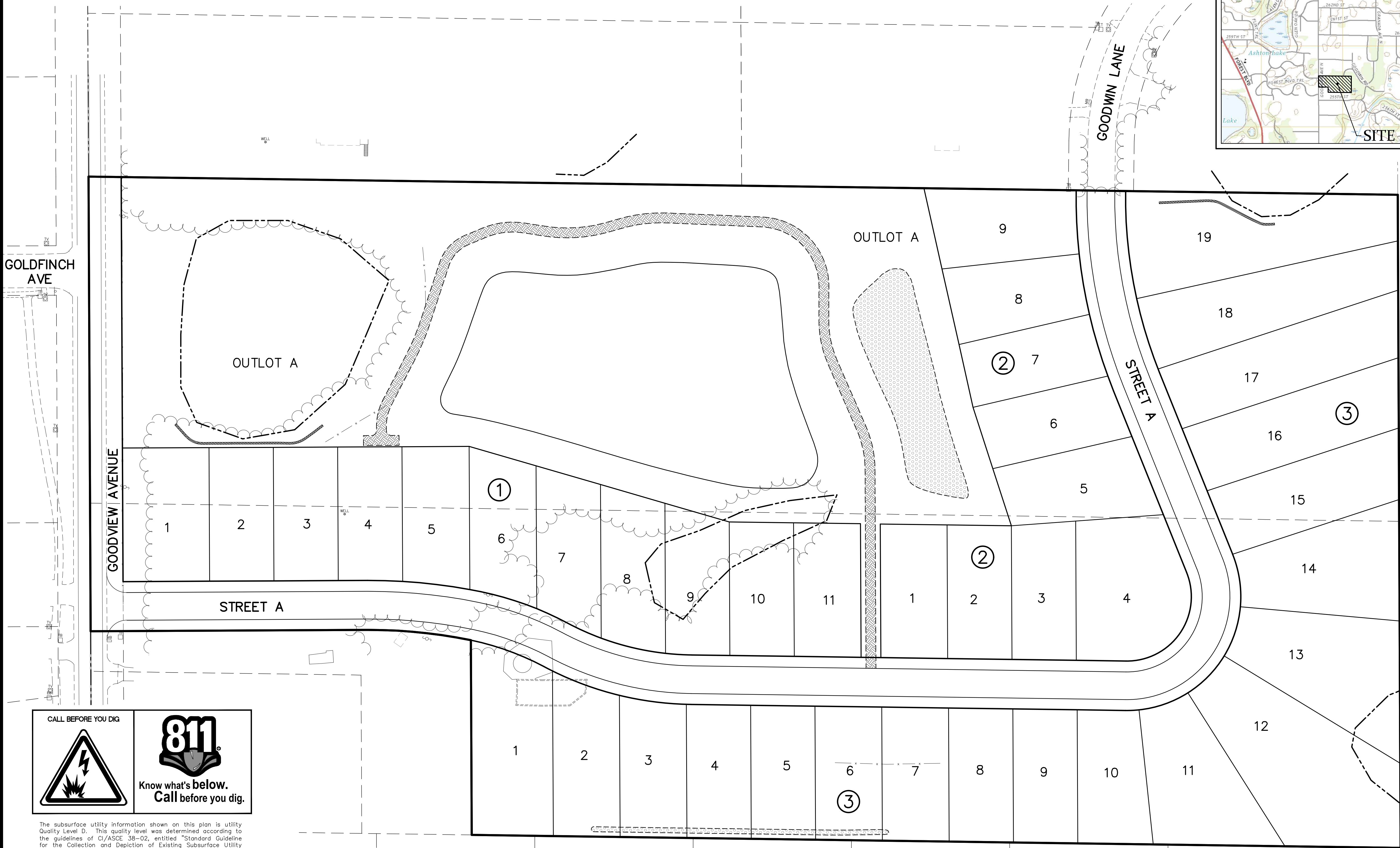
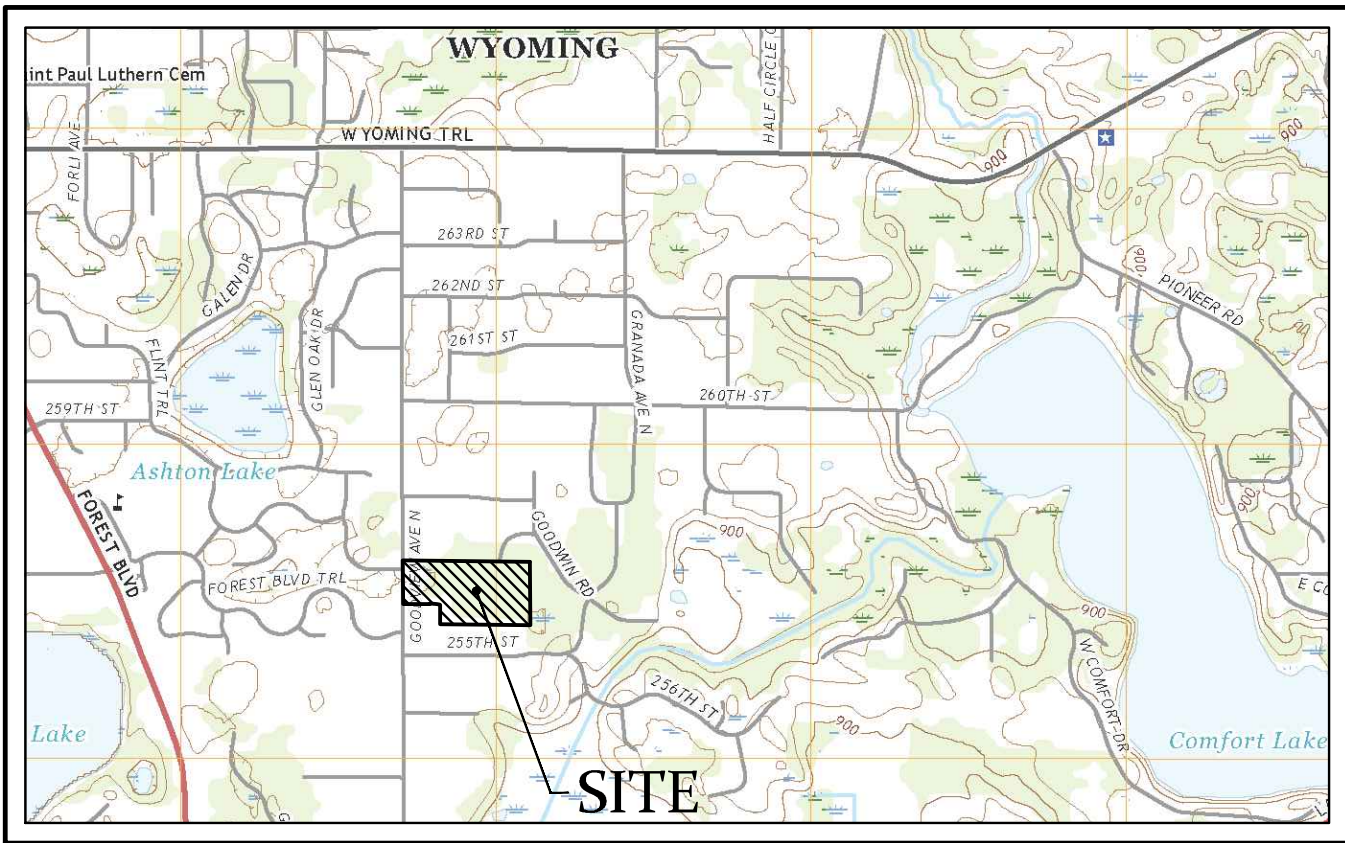
Project Narrative Letter

The existing property with Identification Number R.21.00140.00 is currently zoned as R-3. We are submitting this conditional use permit to rezone the property as PUD. The proposed development for the site will not be able to meet the R-3 minimum lot area requirement of 15,000 S.F. The site will continue to meet the underlying requirement for total lots, which is the developable land area divided by the 15,000 S.F. minimum lot, however, the average proposed lot size is approximately 11,330 S.F. The maximum allowable lots for the site, based on a 15,000 S.F. lot, is 42. The development is proposing the construction of 39 single family homes, with subsequent public improvements including utility services, stormwater facilities, and streets.

KATIES GLEN

WYOMING, MINNESOTA

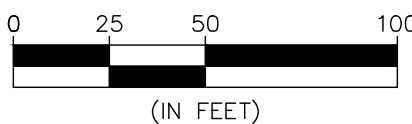
VICINITY MAP



SHEET INDEX

1. COVER
2. EXISTING CONDITIONS
3. PRELIMINARY PLAT
4. PRELIMINARY SITE & UTILITY PLAN
5. PRELIMINARY GRADING & EROSION CONTROL PLANS
6. DETAILS
7. RETAINING WALL PROFILES
- L1-L2. LANDSCAPE PLAN
- T1-T3. TREE PRESERVATION PLAN

N



(IN FEET)

BENCHMARK

1. Minnesota Department of Transportation
Geodetic GSID Station No. 95093 (MnDot Name maronatha) - Elevation 908.028 ft. (NAVD88)
2. Minnesota Department of Transportation
Geodetic GSID Station No. 95094 (MnDot Name shando) - Elevation 912.85 ft. (NAVD88)

CALL BEFORE YOU DIG



The subsurface utility information shown on this plan is utility Quality Level D. This quality level was determined according to the guidelines of O/ASCE 38-02, entitled "Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data."



ENGINEERING
SURVEYING
ENVIRONMENTAL

3890 PHEASANT RIDGE DR NE
SUITE 100
BLAINE, MN 55449
TEL 763.489.7900
FAX 763.489.7959
CARLSONMCCAIN.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

Print Name: Brian J. Krystofiak, P.E.

Signature: *Brian J. Krystofiak*

Date: 10/31/22 License #: 25063

Drawn: KRO

Designed: BJL

Date: 10/31/22

Revisions:

1.

POBUDA ENTERPRISES, LLC

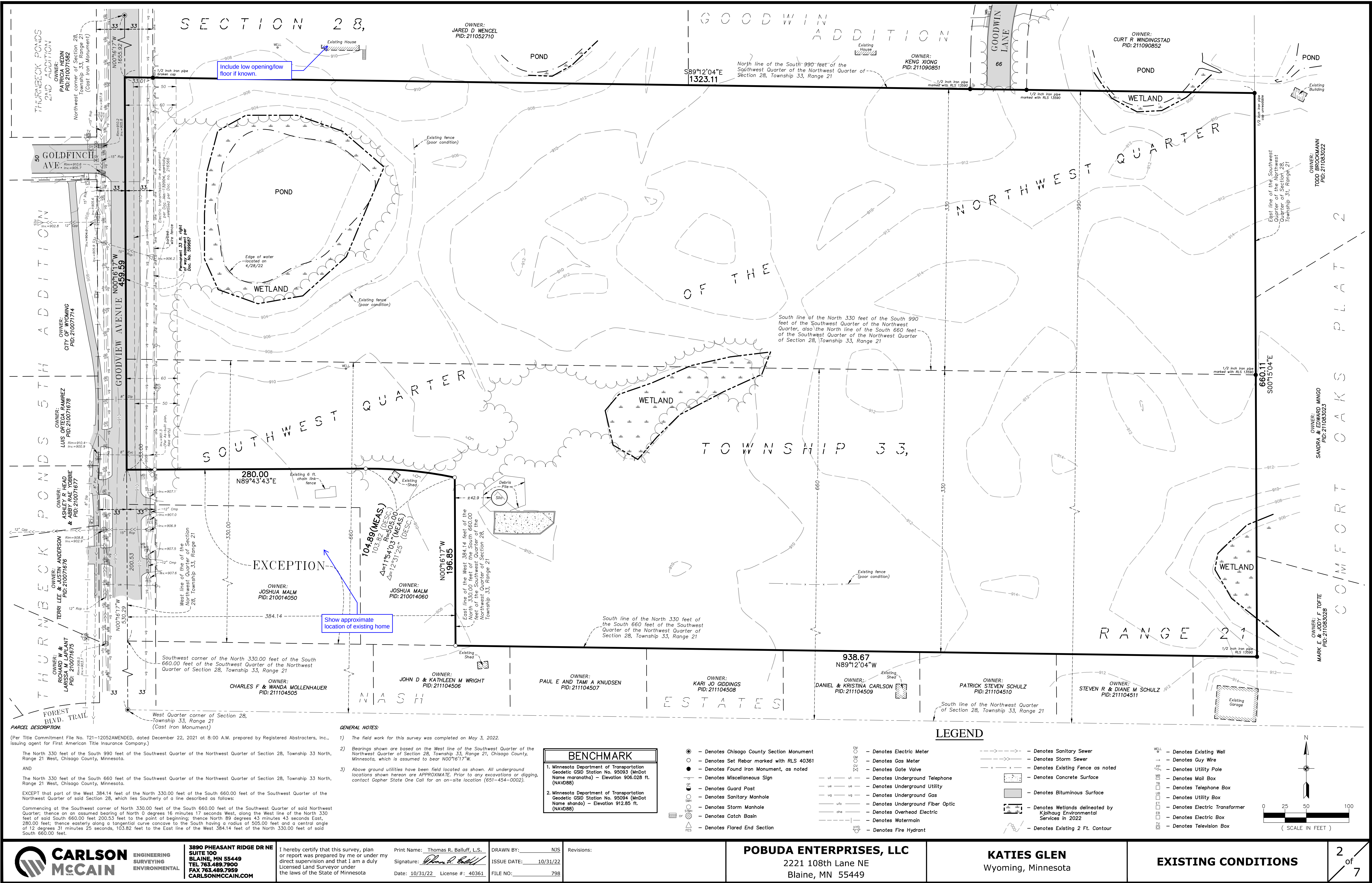
2221 108th Lane NE
Blaine, MN 55449

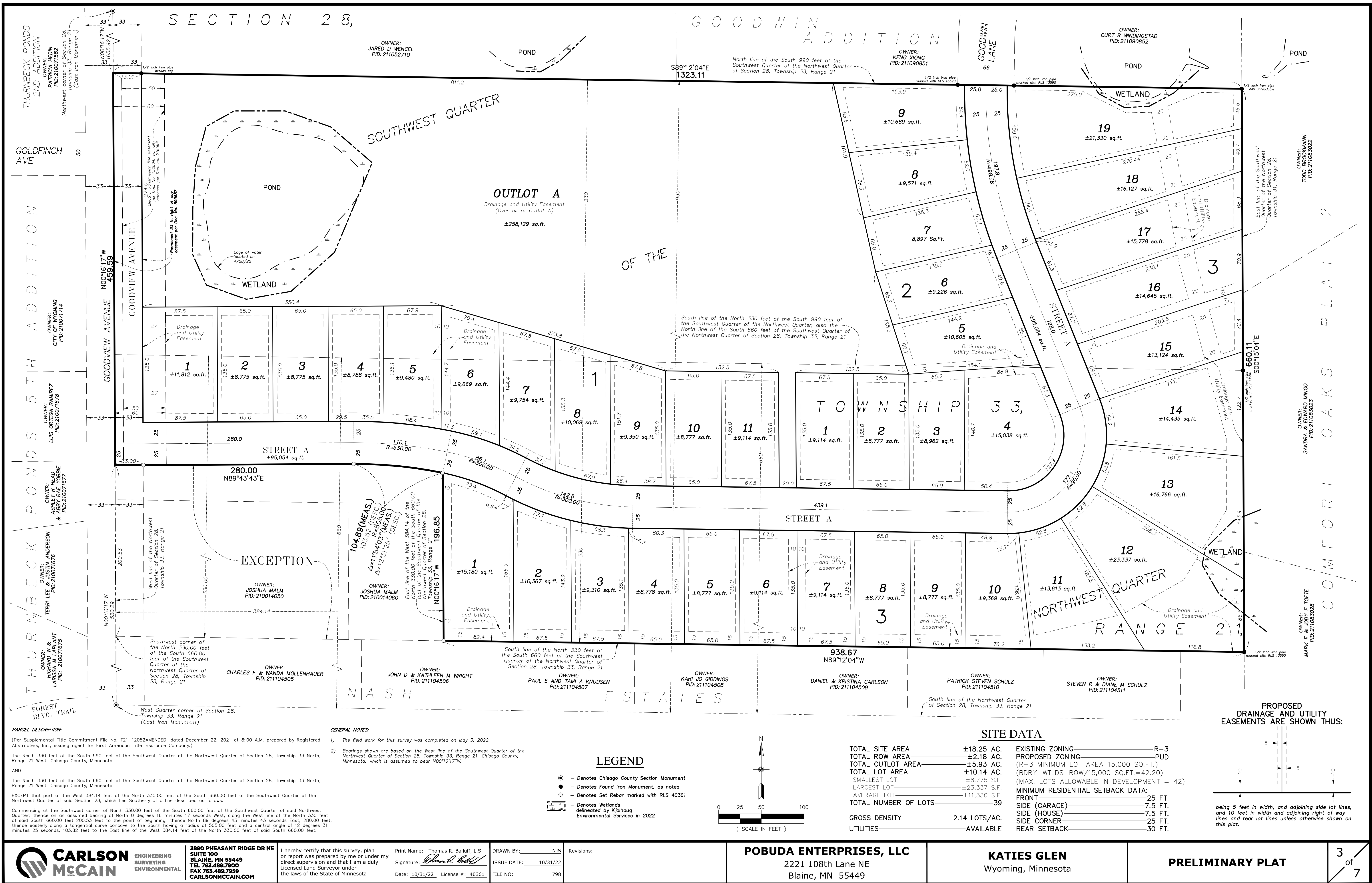
KATIES GLEN

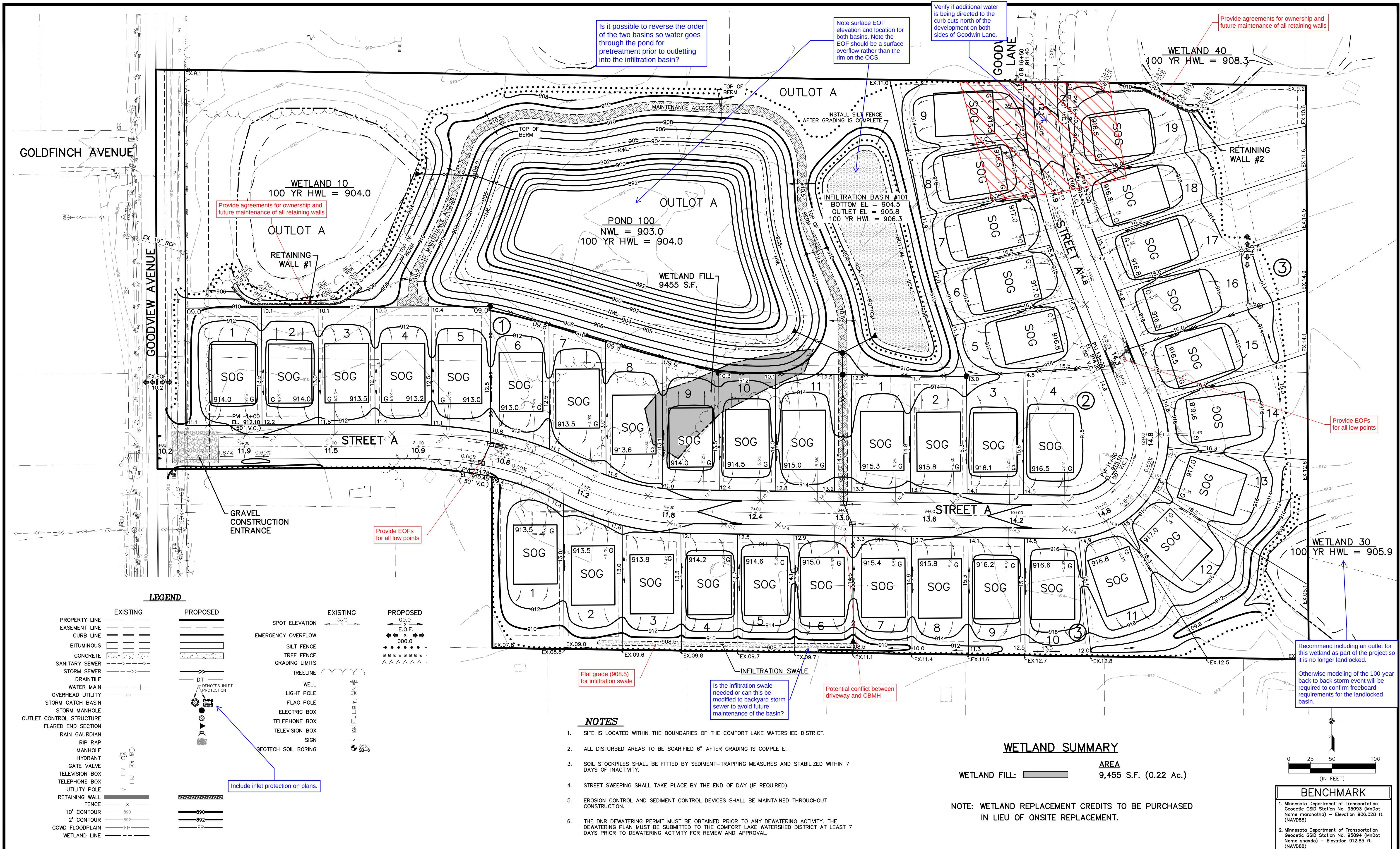
Wyoming, MN

COVER

1
of
7







SLAB ON GRADE

NO. SCALE

(FRONT SETBACK) 25'

68'

SOG

FINISHED GRADE

GRADING GRADE

0.15'

10'

0.3' TOPSOIL

0.8'

10'

0.15'

0.5' MIN. TOPSOIL

The diagram illustrates a cross-section of a 'SLAB ON GRADE' foundation. It shows a concrete slab (SOG) resting on a prepared ground surface. Key dimensions include a 25-foot front setback, a total width of 68 feet, and a 10-foot wide topsoil layer on each side of the slab. The diagram also indicates the 'FINISHED GRADE' and 'GRADING GRADE' lines, and specifies a minimum of 0.5 feet of topsoil on the right side. The slab is shown with a 0.15-foot thickness and a 0.3-foot topsoil layer on the left side. A 0.8-foot dimension is shown for the topsoil layer on the right side of the slab. The diagram is labeled 'NO. SCALE' and 'SLAB ON GRADE'.

The diagram illustrates the relationship between the Lot Profile and the Street Profile. It shows a cross-section of a street with three lots. The top line represents the 'LOT PROFILE' and the bottom line represents the 'STREET PROFILE'. Vertical lines mark the 'LOT LINE' boundaries. Arrows indicate the 'DIRECTION OF FLOW (LOT)' and 'DIRECTION OF FLOW (STREET)'. Dimensions of 0.5' are shown for the street width and lot depth.

Diagram illustrating the layout and dimensions of a townhome unit. The unit is shown within a dashed rectangular boundary. Key features and dimensions include:

- Block Number:** Indicated by a circled '2' at the top center.
- Lot Number:** Indicated by a '1' below the block number.
- Ground Elevation at Building:** Indicated by a line pointing to the top of the building footprint.
- Finished Elevation @ Lot Corner:** Indicated by a line pointing to the bottom left corner of the lot.
- Dimensions:**
 - Top width: 59.4 (left) and 60.5 (right).
 - Bottom width: 65.5 (left) and 64.4 (right).
- Building Footprint:** A solid rectangle labeled 'SOG' (Slab on Grade) with elevations '912.5' (top) and '913.0' (bottom).
- Drainage & Utility Easement:** Indicated by a line pointing to the left side of the lot.
- Surface Drainage:** Indicated by a line pointing to the top of the building footprint.
- Ground Elevation at Building:** Indicated by a line pointing to the top of the building footprint.
- All Townhomes are Slab on Grade:** Indicated by a line pointing to the building footprint.

VARIES

0.5' TOPSOIL

VARIES

3.0'

GRADING GRADE

PROPOSED FINISHED GRADE

EXISTING GRADE

LIMIT OF SUBGRADE EXCAVATION

SELECT BACKFILL MATERIAL

COMPACTED BACKFILL

NON-SELECT BACKFILL MATERIAL

UNSTABLE MATERIAL

SLOPE 4:1 OR GREATER

3.0' MAX. 10.0' MIN.

BOTTOM OF UNSTABLE MATERIAL

2'

1:1

1/2:1

Diagram illustrating the installation of a T-POST or wood stake into the ground. The diagram shows a cross-section of the ground with a trench dug into it. The trench is labeled "6\"X6\" TRENCH (COMPACTED BACKFILL)". A "FILTER FABRIC (36\" MAX. HEIGHT) OPENING IN FABRIC WEAVE < 212 μm" is shown covering the trench. An "ANCHOR W/ METAL T-POST OR WOOD 2\"X2\" STAKE" is shown passing through the filter fabric and into the trench. The "DIRECTION OF FLOW" is indicated by an arrow pointing left. The ground surface is labeled "UNDISTURBED SOIL". A dimension of "24\" MIN." is shown for the depth of the trench below the filter fabric.

1. DIG A 6"x6" TRENCH ALONG THE INTENDED SILT FENCE LINE.
2. DRIVE ALL ANCHOR POSTS INTO THE GROUND AT THE DOWNHILL SIDE OF THE TRENCH.
3. POSTS SHALL BE SPACED A MAXIMUM OF 6 FEET APART.
4. LAY OUT SILT FENCE ALONG THE UPHILL SIDE OF THE ANCHOR POSTS AND BACK FILL 6"x6" TRENCH.
5. SECURELY ATTACH SILT FENCE TO ANCHOR POSTS W/ MINIMUM OF THREE ATTACHMENTS PER POST.
6. SEE MNDOT SPECIFICATIONS 2573 & 3886.

PE FRAME INSERT

EMERGENCY OVERFLOW PORTS

HDPE INSERT BASKETS
SHOWN W/OUT FILTER BAGS
400 MICRON FILTER BAGS
REQUIRED INSIDE BASKETS

FERTILIZER: TYPE 1 10-10-10 AT 200 POUNDS PER ACRE.

PLANT W/ M_oDOT SEED MIX 33-261
W/ EROSION CONTROL BLANKET

VARIES

3" MAX

GRASS PRE-TREATMENT STRIP

UNDISTURBED, UNCOMPACTED SOIL

24"

*PLANTING MEDIUM
85% HOMOGENEOUS SAND
15% ORGANIC LEAF COMPOST

*USE ON-SITE SOILS TO THE EXTENT
POSSIBLE. MATERIALS TO BE
VERIFIED BY GEOTECHNICAL ENGINEER.

SCARIFY EXISTING SOILS TO A MINIMUM 12"
DEPTH PRIOR TO PLACING PLANTING MEDIUM

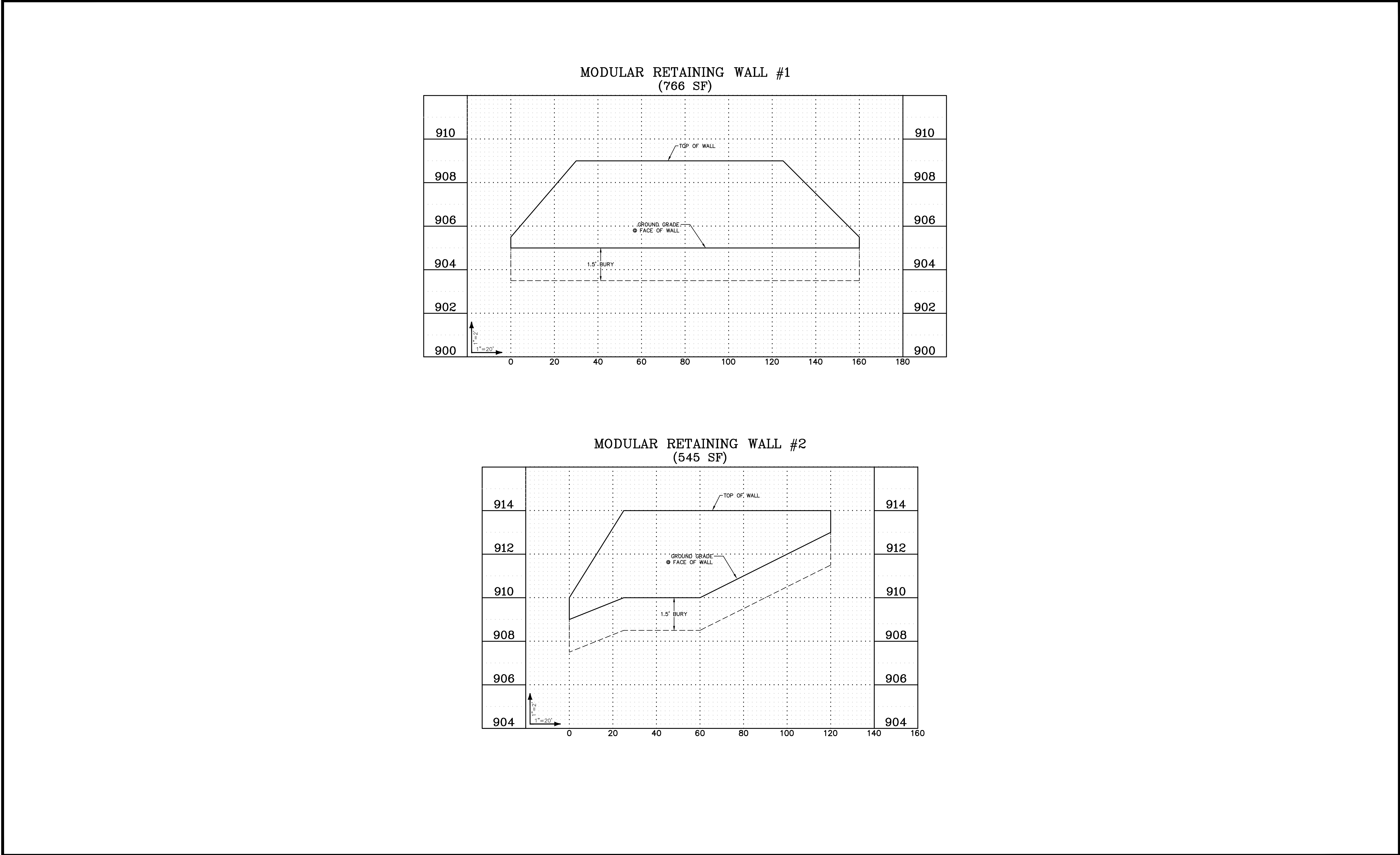
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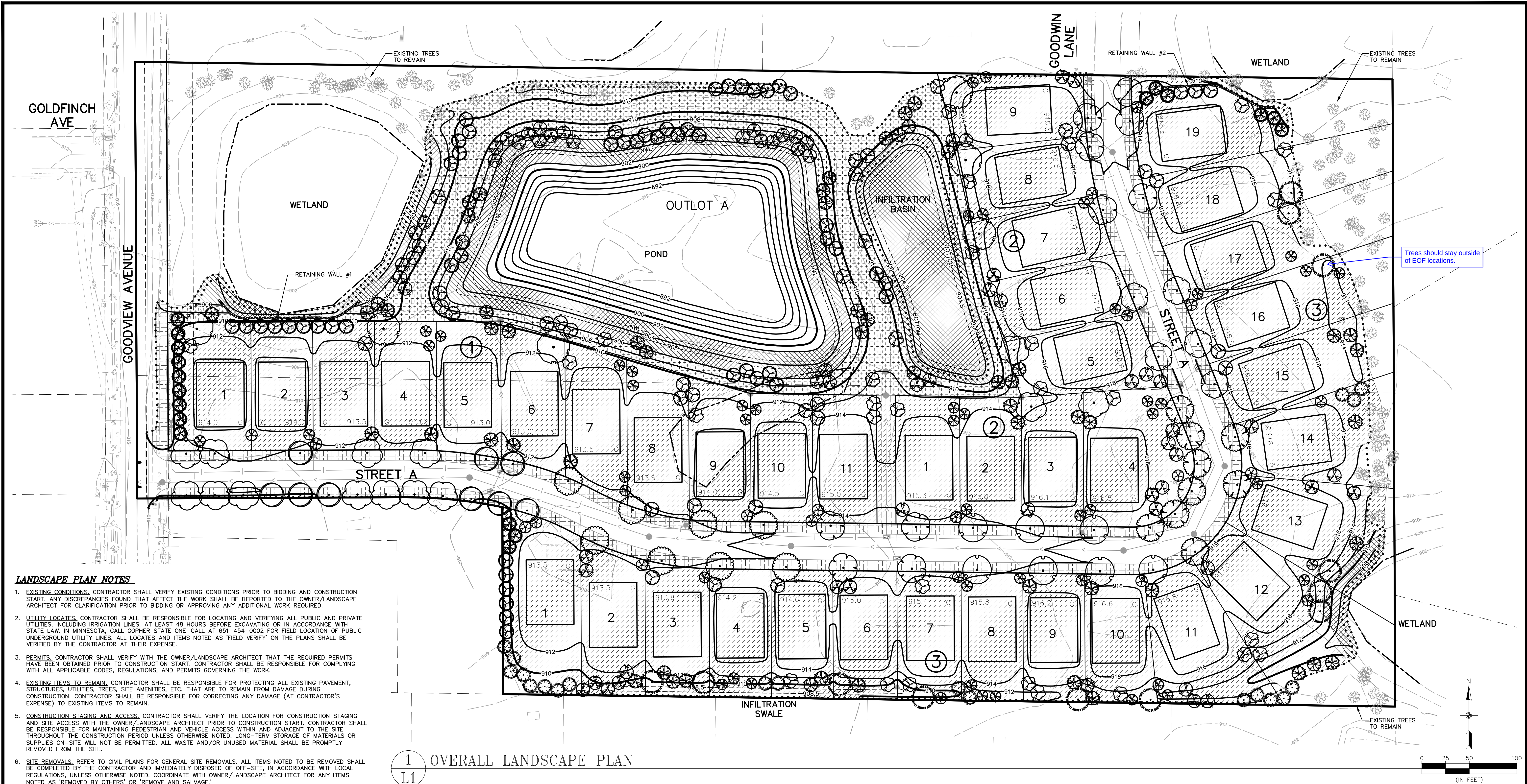
TYPICAL POND SECTION

The diagram illustrates a cross-section of a pond. The top width is 4 feet. The slope is 10:1. The bottom width is 10 feet. The embankment height is 3 feet. The bottom is labeled 'BOTTOM' and 'VARIES'. The water level is labeled 'N.W.L.' (Normal Water Level). The slope is labeled '10:1'.

A 3D perspective diagram showing a rectangular concrete slab with a dashed line indicating an "EXISTING ROADWAY". A rectangular section of the slab is shown being removed, revealing a textured "ROCK" surface. A "45° RECD" (recessed) angle is indicated on the top surface of the rock. A "2" CLEAR ROCK (MIN.)" dimension is shown for the width of the rock section. A "50" MIN." dimension is shown for the length of the rock section. A "6" MIN." dimension is shown for the thickness of the rock section.

Technical drawing of a manhole structure. The drawing includes a plan view (top) and a cross-section view (bottom). The plan view shows a circular manhole with a split grate and two 4'x4' openings. The cross-section view shows a 21" RCP pipe with a 48" DIA. opening. The elevation at the top of the pipe is 908.0, and the elevation at the bottom is 903.0. A flow arrow indicates the direction of water flow into the manhole. The drawing also shows a pond water level (POND NWL) and a minimum depth of 1' MIN. at the bottom of the pipe.





LANDSCAPE PLAN NOTES

1. **EXISTING CONDITIONS.** CONTRACTOR SHALL VERIFY EXISTING CONDITIONS PRIOR TO BIDDING AND CONSTRUCTION START. ANY DISCREPANCIES FOUND THAT AFFECT THE WORK SHALL BE REPORTED TO THE OWNER/LANDSCAPE ARCHITECT FOR CLARIFICATION PRIOR TO BIDDING OR APPROVING ANY ADDITIONAL WORK REQUIRED.
2. **UTILITY LOCATES.** CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING AND VERIFYING ALL PUBLIC AND PRIVATE UTILITIES, INCLUDING IRRIGATION LINES, AT LEAST 48 HOURS BEFORE EXCAVATING OR IN ACCORDANCE WITH STATE LAW. IN MINNESOTA, CALL GOPHER STATE ONE-CALL AT 651-454-0002 FOR FIELD LOCATION OF PUBLIC UNDERGROUND UTILITY LINES. ALL LOCATES AND ITEMS NOTED AS "FIELD VERIFY" ON THE PLANS SHALL BE VERIFIED BY THE CONTRACTOR AT THEIR EXPENSE.
3. **PERMITS.** CONTRACTOR SHALL VERIFY WITH THE OWNER/LANDSCAPE ARCHITECT THAT THE REQUIRED PERMITS HAVE BEEN OBTAINED PRIOR TO CONSTRUCTION START. CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE CODES, REGULATIONS, AND PERMITS GOVERNING THE WORK.
4. **EXISTING ITEMS TO REMAIN.** CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING PAVEMENT, STRUCTURES, UTILITIES, TREES, SITE AMENITIES, ETC. THAT ARE TO REMAIN FROM DAMAGE DURING CONSTRUCTION. CONTRACTOR SHALL BE RESPONSIBLE FOR CORRECTING ANY DAMAGE (AT CONTRACTOR'S EXPENSE) TO EXISTING ITEMS TO REMAIN.
5. **CONSTRUCTION STAGING AND ACCESS.** CONTRACTOR SHALL VERIFY THE LOCATION FOR CONSTRUCTION STAGING AND SITE ACCESS WITH THE OWNER/LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION START. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING PEDESTRIAN AND VEHICLE ACCESS WITHIN AND ADJACENT TO THE SITE THROUGHOUT THE CONSTRUCTION PERIOD UNLESS OTHERWISE NOTED. LONG-TERM STORAGE OF MATERIALS OR SUPPLIES ON-SITE WILL NOT BE PERMITTED. ALL WASTE AND/OR UNUSED MATERIAL SHALL BE PROMPTLY REMOVED FROM THE SITE.
6. **SITE REMOVALS.** REFER TO CIVIL PLANS FOR GENERAL SITE REMOVALS. ALL ITEMS NOTED TO BE REMOVED SHALL BE COMPLETED BY THE CONTRACTOR AND IMMEDIATELY DISPOSED OF OFF-SITE, IN ACCORDANCE WITH LOCAL REGULATIONS, UNLESS OTHERWISE NOTED. COORDINATE WITH OWNER/LANDSCAPE ARCHITECT FOR ANY ITEMS NOTED AS "REMOVED BY OTHERS" OR "REMOVE AND SALVAGE."
7. **UTILITY COORDINATION.** REFER TO CIVIL PLAN SHEETS FOR INFORMATION RELATED TO PROPOSED UTILITIES. COORDINATE WITH ELECTRICAL CONTRACTORS FOR SITE ELECTRICAL WORK AND SITE LIGHTING.
8. **CONSTRUCTION STAKING.** UNLESS OTHERWISE NOTED, CONTRACTOR SHALL BE RESPONSIBLE FOR ESTABLISHING CONTROL POINTS AND ALL CONSTRUCTION FIELD STAKING DURING THE COURSE OF THE PROJECT.
9. **DIMENSIONS.** DIMENSIONS TAKE PRECEDENCE OVER SCALE. DIMENSIONS ARE TO FACE OF CURB, EDGE OF PAVEMENT/WALKWAY, OR OUTSIDE FACE OF BUILDING UNLESS OTHERWISE NOTED.
10. **PLAN QUANTITIES.** CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL MATERIAL QUANTITIES PER PLAN. MATERIAL SCHEDULES ARE PROVIDED SOLELY FOR CONTRACTOR'S CONVENIENCE.
11. **REFERENCE SPECIFICATIONS.** THE FOLLOWING SPECIFICATIONS SHALL GOVERN THIS PROJECT ACCORDING TO THE FOLLOWING ORDER:
 1. ADDENDA, WITH THOSE OF A LATER DATE HAVING PRECEDENCE OVER THOSE OF AN EARLIER DATE.
 2. LANDSCAPE SPECIFICATIONS.
 3. PLAN DRAWINGS.
 4. PLANT / MATERIAL SCHEDULES.
 5. CITY STANDARD SPECIFICATIONS AND DETAILS.
 6. MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION, LATEST EDITION.

CITY OF WYOMING LANDSCAPE REQUIREMENTS

1. **MINIMUM NUMBER OF TREES.** EXCLUSIVE OF CLASSIFIED WETLANDS, A MINIMUM OF ONE (1) OVERSTORY TREE AND TWO (2) UNDERSTORY TREES PER 1/10TH ACRE MUST BE PROVIDED.

OVERSTORY TREES REQUIRED =	40 (15.27 AC * 10 = 153, MINUS 113 EXISTING OVERSTORY TREES TO REMAIN)
OVERSTORY TREES PROVIDED =	40
UNDERSTORY TREES REQUIRED =	306
UNDERSTORY TREES PROVIDED =	306
2. **STREET TREES.** THE SPACING OF TREES ALONG ALL LOCAL AND COLLECTOR STREETS SHALL BE NO MORE THAN THIRTY (30) FEET APART.
3. **WOODLAND PRESERVATION.** REPLACEMENT TREES REQUIRED PER WOODLAND PRESERVATION PLAN (IN ADDITION TO LANDSCAPE TREE REQUIREMENTS).

REPLACEMENT TREES REQUIRED =	78 (CATEGORY B TREES - 2.5" CAL DECIDUOUS / 6' CONIFEROUS)
REPLACEMENT TREES PROVIDED =	78



3890 PHEASANT RIDGE DR NE
SUITE 100
BLAINE, MN 55449
TEL 763.489.7900
FAX 763.489.7959
CARLSONMCCAIN.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 Landscape Architect under the laws of the State of Minnesota

Print Name: Ryan J. Rutgger, RLA
Signature:
Date: 10/31/22 License #: 56346

Drawn: RJR
Designed: RJR
Date: 10/31/22

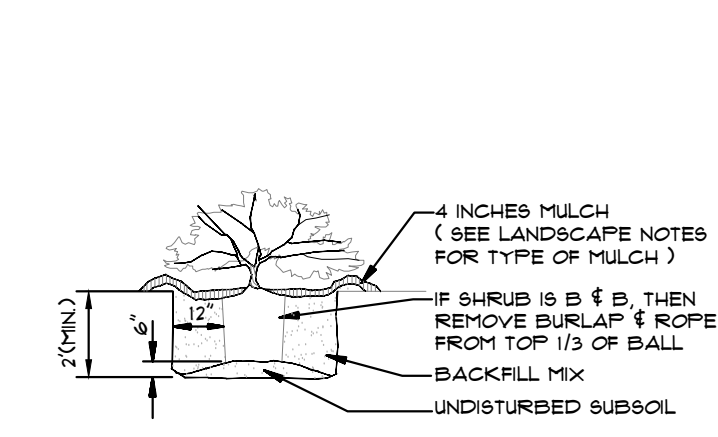
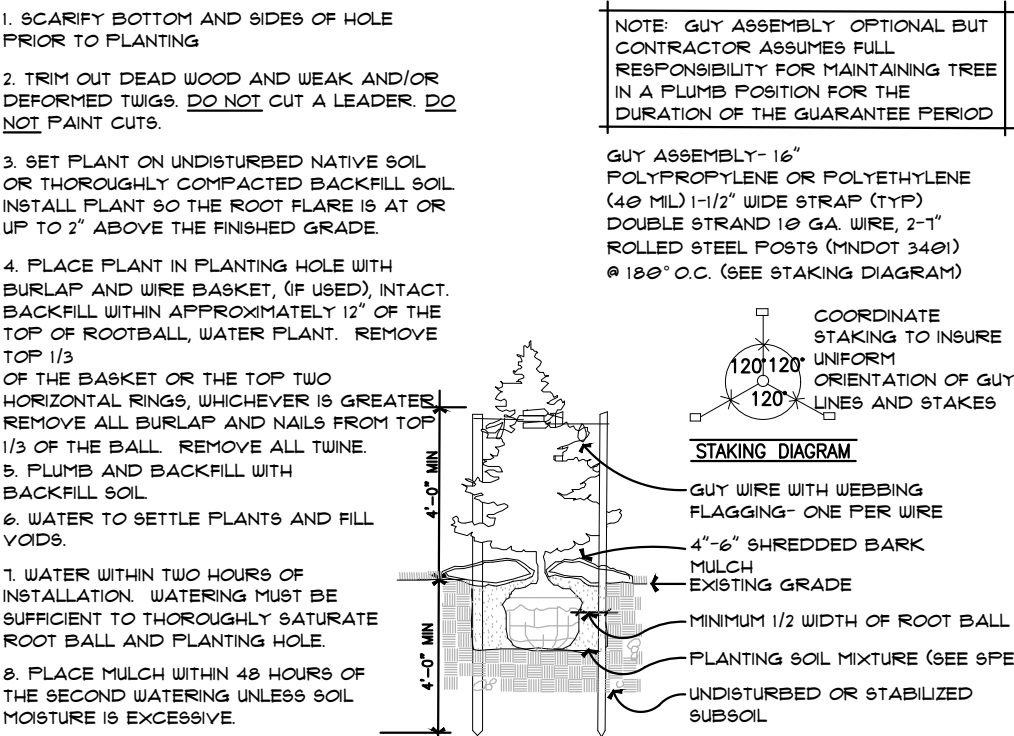
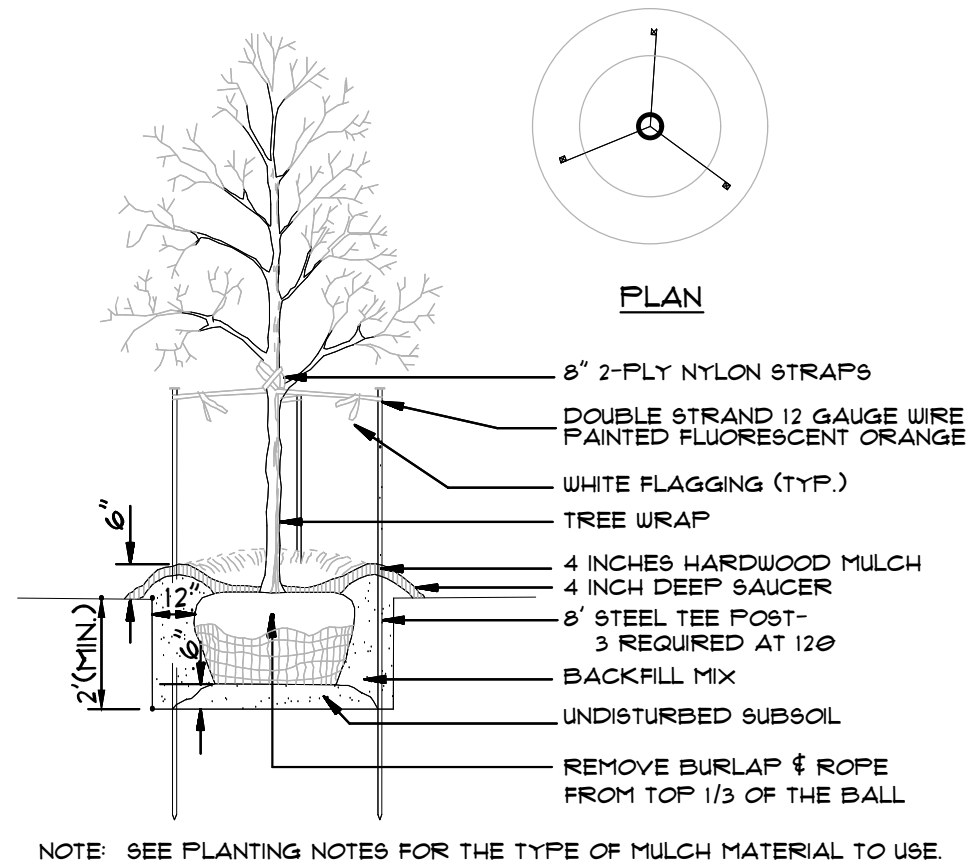
Revisions:
1.

POBUDA ENTERPRISES, LLC
2221 108th Lane NE
Blaine, MN 55449

KATIES GLEN
Wyoming, MN

LANDSCAPE PLAN

L1
of
2

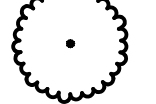
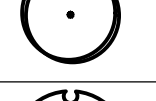
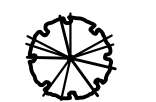
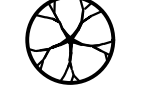
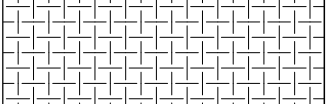
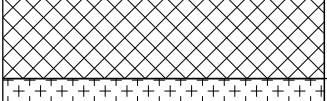
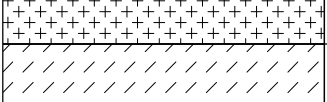


LANDSCAPE SPECIFICATIONS

- TREE PROTECTION.** ALL TREES NOT SPECIFICALLY NOTED OR MARKED ON SITE FOR REMOVAL SHALL REMAIN PROTECTED AND UNDISTURBED DURING CONSTRUCTION. TREE PROTECTION SHALL EXTEND TO THE DRIP LINE, WITHIN WHICH NO CONSTRUCTION ACTIVITY, MATERIAL STORAGE, OR VEHICLE PARKING SHALL BE PERMITTED. TREE PROTECTION FENCING SHALL BE ERECTED PRIOR TO CONSTRUCTION START PER PLANS OR AS DIRECTED BY OWNER/LANDSCAPE ARCHITECT AND SHALL CONSIST OF 4' TALL HEAVY DUTY ORANGE CONSTRUCTION FENCING WITH 6" STEEL FENCE POSTS SPACED 6' O.C. MAX.
- EROSION CONTROL.** REFER TO CIVIL PLAN SHEETS FOR STORMWATER POLLUTION PREVENTION PLAN (SWPPP), AND TEMPORARY AND PERMANENT STORMWATER BMPs, INCLUDING SILT FENCE, BIO-ROLLS, INLET PROTECTION, EROSION CONTROL BLANKETING, DUST CONTROL, SWEEPING AND ROCK CONSTRUCTION ENTRANCE. ALL DISTURBED AREAS SHALL RECEIVE PERMANENT STABILIZATION IN ACCORDANCE WITH THE LANDSCAPE PLAN WITHIN 7 DAYS AFTER CONSTRUCTION ACTIVITY IN THE DISTURBED AREA HAS CEASED. IN THE EVENT PERMANENT STABILIZATION CANNOT BE IMPLEMENTED WITHIN 7 DAYS, TEMPORARY STABILIZATION BMPs MUST BE IMPLEMENTED WITHIN 7 DAYS USING RAPID STABILIZATION METHOD 3.
- CLEARING AND GRUBBING.** CONTRACTOR SHALL BE RESPONSIBLE FOR CLEARING AND GRUBBING ALL AREAS INDICATED AS BEING DISTURBED OR OTHERWISE SHOWN ON PLANS. CLEARING AND GRUBBING SHALL INCLUDE REMOVAL AND DISPOSAL OF ALL TREES, STUMPS, BRUSH, GRASS, ROOTS AND OTHER ORGANIC MATERIAL AT AN APPROVED OFF-SITE DISPOSAL LOCATION.
- SOIL PREPARATION.** REFER TO GEOTECHNICAL REPORT FOR ANY REQUIRED SOIL CORRECTIONS, AMENDMENTS OR ADDITIONAL INFORMATION (IF APPLICABLE). EXISTING TOPSOIL SHALL BE STRIPPED FROM ALL DISTURBED AREAS AND STOCKPILED IN AN APPROVED LOCATION FOR RE-SPREAD. ALL AREAS WHERE SOIL HAS BEEN COMPACTED BY CONSTRUCTION ACTIVITY AND THAT ARE INDICATED TO BE SODDED, SEEDED OR PLANTING BED SHALL BE DE-COMPACTED TO A MINIMUM DEPTH OF 12 INCHES BY SOIL RIPPING, TILLING OR OTHER APPROVED SOIL LOOSENING METHOD PRIOR TO INSTALLATION OF ANY IRRIGATION, SEEDING, PLANTING, SODDING, ETC.
- TOPSOIL MATERIAL.** ALL EXISTING, AMENDED OR IMPORTED TOPSOIL SHALL MEET THE REQUIREMENTS OF MNDOT TOPSOIL TYPE A. A MINIMUM 4 INCH DEPTH OF TOPSOIL SHALL BE PLACED ON ALL AREAS TO BE SODDED OR SEEDDED. A MINIMUM 12 INCH DEPTH OF TOPSOIL SHALL BE PLACED WITHIN ALL PLANTING BED AREAS. ALL TOPSOIL SHALL BE FINE GRADED, RAKED AND DRAGGED TO PROVIDE A SMOOTH, UNIFORM SURFACE. TOPSOIL GRADES SHALL BE WITHIN .1 FEET OF INDICATED FINISHED GRADE AND SHALL BE TRUE TO GRADIENTS SHOWN ON PLANS. REFER TO CIVIL PLAN SHEETS FOR FILTRATION BASIN SOIL REQUIREMENTS.
- SEEDING AND TURF ESTABLISHMENT.** CONTRACTOR SHALL OBTAIN OWNER/LANDSCAPE ARCHITECT'S APPROVAL OF FINAL GRADES AND TOPSOIL PREP PRIOR TO SEEDING. APPLY 10-10-10 TYPE I STARTER FERTILIZER AT A RATE OF 200 LBS PER ACRE PRIOR TO SEEDING. SEEDS SHALL BE SOWED AT THE INDICATED RATE, VIA BROADCAST SPREADER, DROP SEEDER OR DRILL SEEDER. FOLLOWING SEED APPLICATION, INSTALL CATEGORY 20 - STRAW EROSION CONTROL BLANKET WITH NATURAL NETTING ON ALL SLOPES GREATER THAN 4:1. IN ALL OTHER AREAS, APPLY DISC-ANCHORED TYPE I MULCH AT A RATE OF 2000 LBS PER ACRE. SOIL SHALL BE KEPT MOIST DURING ESTABLISHMENT WITH ADDITIONAL RE-SEEDING AS NECESSARY TO ACHIEVE A HEALTHY, UNIFORM STAND OF GRASS, FREE OF WEEDS AND WITH COVERAGE EXCEEDING 75% IN ANY 10'x10' AREA PRIOR TO FINAL ACCEPTANCE.
- SODDING.** CONTRACTOR SHALL OBTAIN OWNER/LANDSCAPE ARCHITECT'S APPROVAL OF FINAL GRADES AND TOPSOIL PREP PRIOR TO SODDING. APPLY 10-10-10 TYPE I STARTER FERTILIZER AT A RATE OF 200 LBS PER ACRE PRIOR TO SODDING AND ROLL TOPSOIL TO CREATE A UNIFORM SURFACE FOR LAYING SOD. SOD SHALL NOT BE CUT MORE THAN 24-HOURS IN ADVANCE OF INSTALLATION. CONTRACTOR SHALL KEEP SOD MOIST FOR A MINIMUM OF 30 DAYS AND SHALL BE RESPONSIBLE FOR MAINTAINING THE SOD UNTIL FINAL ACCEPTANCE.
- PLANT MATERIAL.** ALL PLANTING STOCK SHALL CONFORM TO THE "AMERICAN STANDARD FOR NURSERY STOCK," ANSI-Z60, LATEST EDITION, OF THE AMERICAN ASSOCIATION OF NURSERYMEN, INC. AND SHALL CONSTITUTE MINIMUM QUALITY REQUIREMENTS FOR PLANT MATERIALS. OWNER/LANDSCAPE ARCHITECT RESERVE THE RIGHT TO REJECT ANY PLANTS WHICH ARE DEEMED UNSATISFACTORY BEFORE, DURING, OR AFTER INSTALLATION. NO SUBSTITUTION OF PLANT MATERIAL SHALL BE ACCEPTED UNLESS APPROVED IN WRITING BY THE OWNER/LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
- PLANT MATERIAL SUBSTITUTIONS.** ALL REQUESTS FOR PLANT SUBSTITUTIONS SHALL BE MADE IN WRITING TO THE OWNER/LANDSCAPE ARCHITECT AND MUST BE APPROVED BY THE CITY.
- PLANT INSTALLATION AND ESTABLISHMENT.** REFER TO STANDARD PLANTING DETAILS. CONTRACTOR SHALL STAKE TREE LOCATIONS FOR APPROVAL BY OWNER/LANDSCAPE ARCHITECT PRIOR TO PLANTING. ANY PLANT MATERIAL WHICH DIES, TURNS BROWN, OR DEFOLIATES (PRIOR TO TOTAL ACCEPTANCE OF THE WORK) SHALL BE PROMPTLY REMOVED FROM THE SITE AND REPLACED WITH MATERIAL OF THE SAME SPECIES, QUANTITY, AND SIZE.

- MULCH MATERIAL.** DOUBLE SHREDDED HARDWOOD MULCH OR ROCK MULCH AS INDICATED ON PLANS. ALL MULCH SHALL BE CLEAN AND FREE OF NOXIOUS WEEDS, SOIL, OR OTHER DELETERIOUS MATERIAL, AND SHALL BE INSTALLED OVER A NON-WOVEN GEOTEXTILE FABRIC (INCIDENTAL) OR AN APPROVED WEED BARRIER TO A MINIMUM SETTLED DEPTH OF 4". MULCH SHALL BE HELD BACK FROM PLANT STEMS/TRUNKS A MINIMUM OF 3". WOOD MULCH SHALL BE PLACED AROUND INDIVIDUAL TREES TO A 4' MINIMUM DIAMETER. MULCH SHALL BE INSTALLED WITHIN 48-HOURS OF PLANT INSTALLATION.
- LANDSCAPE EDGING.** INSTALL LANDSCAPE EDGING BETWEEN ALL MULCH AREAS AND TURF. EDGING SHALL BE COMMERCIAL GRADE BLACK POLYETHYLENE OR VINYL EDGING, 0.1 INCH THICK BY 5 INCHES DEEP, V-LIPPED BOTTOM, HORIZONTALLY GROOVED, 1-INCH ROUND TOP, EXTRUDED IN STANDARD LENGTHS, WITH 9-INCH STEEL ANGLE STAKES.
- IRRIGATION.** DESIGN, FURNISH AND INSTALL A COMPLETE UNDERGROUND IRRIGATION SYSTEM FROM APPROVED POINT(S)-OF-CONNECTION WITHIN THE SITE COVERING ALL TURF AND PLANTING AREAS AS SHOWN ON THE LANDSCAPE PLAN. INCLUDES FLOW/PRESSURE TESTING, PLANS WITH DESIGN CALCULATIONS, AS-BUILT DRAWINGS, LABOR, MATERIALS, EQUIPMENT, AND SERVICES FOR THE TESTING, ADJUSTING, RETESTING AND READJUSTING AS REQUIRED TO PLACE THE SYSTEM IN AN APPROVED OPERATING CONDITION. THE IRRIGATION SYSTEM SHALL INCLUDE THE DESIGN AND INSTALLATION OF THE FOLLOWING: PIPING, METER AND BACKFLOW ASSEMBLIES, SPRINKLER HEADS, CABINETS, VALVES AND VALVE BOXES, CONTROLLERS, CONTROL WIRING, FITTINGS, ELECTRICAL CONNECTIONS, QUICK-COUPERS, ALL OTHER NECESSARY ACCESSORIES, SYSTEM MANUALS, 1-YEAR MAINTENANCE PERIOD INCLUDING 1 FALL WINTERIZATION AND 1 SPRING START-UP. SYSTEM MUST INCLUDE A RAIN SENSOR AND SOME FORM OF WATER EFFICIENT TECHNOLOGY, SUCH AS A SMART CONTROLLER AND/OR SOIL MOISTURE SENSORS. IRRIGATION PLANS TO BE PREPARED BY A QUALIFIED IRRIGATION DESIGNER AND SUBMITTED TO OWNER/LANDSCAPE ARCHITECT FOR APPROVAL.
- MAINTENANCE.** MAINTENANCE SHALL BEGIN IMMEDIATELY AFTER EACH PORTION OF THE WORK IS IN PLACE. PLANT MATERIAL SHALL BE PROTECTED AND MAINTAINED UNTIL THE INSTALLATION OF THE PLANTS IS COMPLETE. INSPECTION HAS BEEN MADE, AND PLANTINGS ARE ACCEPTED EXCLUSIVE OF THE GUARANTEE. MAINTENANCE SHALL INCLUDE MOWING, TRIMMING, WATERING, FERTILIZING, WEED AND PESTICIDE CONTROL, MULCHING, REMOVAL OF DEAD MATERIALS, RE-SETTING PLANTS TO PROPER GRADE AND KEEPING PLANTS IN A PLUMB POSITION. AFTER ACCEPTANCE, THE OWNER SHALL ASSUME MAINTENANCE RESPONSIBILITIES, HOWEVER, THE CONTRACTOR SHALL RETAIN RESPONSIBILITY FOR ALL PLANT MATERIAL THROUGH THE COMPLETION OF THE WARRANTY PERIOD.
- WATERING.** UPON ESTABLISHMENT OF SEED AND INSTALLATION OF PLANTS, CONTRACTOR SHALL MAINTAIN A WATERING SCHEDULE WHICH WILL THOROUGHLY WATER ALL PLANTS AND TURF AREAS A MINIMUM OF ONCE A WEEK. MORE FREQUENT WATERING MAY BE REQUIRED DURING PERIODS OF HOT, DRY WEATHER. CONTRACTOR SHALL MAKE THE NECESSARY ARRANGEMENTS FOR WATER. IN THE ABSENCE OF PERMANENT IRRIGATION, TEMPORARY IRRIGATION, TREE WATERING BAGS, OR HAND-WATERING ARE ACCEPTABLE.
- NATIVE PLANT ESTABLISHMENT.** THIS PROJECT INCLUDES ONE OR MORE NATIVE PLANT SEED MIXES CONSISTING OF A VARIETY OF GRASSES, SEDGES AND FLOWERING FORBS. BECAUSE THESE PLANTS TYPICALLY HAVE A LONGER GERMINATION PERIOD, A COVER CROP SPECIES IS REQUIRED TO PROVIDE TEMPORARY COVER AND STABILIZATION. MAINTENANCE OF THESE SEEDED AREAS IS CRITICAL DURING THE FIRST SEVERAL YEARS TO ESTABLISH A SUCCESSFUL NATIVE PLANT COMMUNITY. SEEDED AREAS SHALL BE MOWED / WEED-WHIPPED TO A HEIGHT OF 6-10 INCHES IN MID-JULY AND EARLY SEPTEMBER DURING THE FIRST 2-3 YEARS OF ESTABLISHMENT. IN ADDITION, ALL NON-NATIVE SPECIES / WEEDS SHALL BE SPOT SPRAYED NO LESS THAN 3 TIMES A YEAR WITH HERBICIDE BY A LICENSED APPLICATOR. RE-SEEDING AS NECESSARY SHALL OCCUR IN MAY. A NATIVE PLANT COMMUNITY SHALL BE CONSIDERED SUCCESSFULLY ESTABLISHED NO SOONER THAN 3 YEARS AFTER INITIAL SEEDING - ONCE THE COVER CROP HAS BEEN SUFFICIENTLY REPLACED BY NATIVE PLANTS AND THE AREA IS FREE OF ALL NON-NATIVE AND INVASIVE SPECIES. AT THIS TIME, MAINTENANCE CAN BE REDUCED TO MOWING / WEED-WHIPPING TO A HEIGHT OF 6-10 INCHES ONCE A YEAR IN EARLY SEPTEMBER AND SPOT SPRAYING OF HERBACIDE ONLY AS NEEDED.
- FINAL ACCEPTANCE.** UPON SUBSTANTIAL COMPLETION OF THE WORK, CONTRACTOR SHALL REQUEST FINAL ACCEPTANCE OF THE WORK IN WRITING BY THE OWNER/LANDSCAPE ARCHITECT. IF ANY WORK IS FOUND TO BE INCOMPLETE OR UNSATISFACTORY IN THE OPINION OF THE OWNER/LANDSCAPE ARCHITECT, A WRITTEN PUNCH LIST WILL BE PREPARED LISTING ALL ITEMS THAT REQUIRE COMPLETING OR CORRECTING BEFORE FINAL ACCEPTANCE.
- WARRANTY.** ALL PLANTS, MATERIALS AND WORKMANSHIP SHALL BE GUARANTEED FOR ONE YEAR FROM THE DATE OF FINAL ACCEPTANCE, UNLESS OTHERWISE SPECIFIED. THE GUARANTEE SHALL COVER THE FULL COST OF REPLACEMENT INCLUDING LABOR AND MATERIAL.

PLANT SCHEDULE

TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	RM	14	Acer rubrum `Northwood`	Northwoods Red Maple	2.5" Cal.	B&B
	FM	10	Acer x freemanii `Sienna`	Sienna Glen Maple	2.5" Cal.	B&B
	HL	9	Gleditsia triacanthos inermis `Harve`	Northern Acclaim Thornless Honey Locust	2.5" Cal.	B&B
	KC	8	Gymnocladus dioica `Espresso`	Kentucky Coffeetree	2.5" Cal.	B&B
	WO	5	Quercus bicolor	Swamp White Oak	2.5" Cal.	B&B
	HO	6	Quercus x macdanielii `Clemons` TM	Heritage Oak	2.5" Cal.	B&B
	BL	9	Tilia americana `Boulevard`	Boulevard Linden	2.5" Cal.	B&B
	AE	7	Ulmus americana `Princeton`	American Elm	2.5" Cal.	B&B
CONIFEROUS TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	BF	18	Abies balsamea	Balsam Fir	6' Ht.	B&B
	BH	20	Picea glauca densata	Black Hills Spruce	6' Ht.	B&B
	WP	12	Pinus strobus	White Pine	6' Ht.	B&B
ORNAMENTAL TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	OB	55	Aesculus glabra `UN Select` TM	Early Glow Ohio Buckeye	1.5" Cal.	B&B
	SB	69	Amelanchier x grandiflora `Autumn Brilliance` Clump Form, Red Fall Color, 1.5" Cal Equivalent	Autumn Brilliance Serviceberry	7' Ht.	B&B
	PD	18	Cornus alternifolia `Wstackman` Pale Yellow Flowers, Maroon Fall Color	Golden Shadows Pagoda Dogwood	1.5" Cal.	B&B
	HT	27	Crataegus crus-galli `Inermis`	Thornless Hawthorn	1.5" Cal.	B&B
	CA	33	Malus x `Prairifire` Red Flowers	Prairifire Crabapple	1.5" Cal.	B&B
	MA	54	Sorbus decora	Showy Mountain Ash	1.5" Cal.	B&B
	JL	50	Syringa reticulata `Ivory Silk` White Flowers	Ivory Silk Japanese Tree Lilac	1.5" Cal.	B&B
GROUND COVERS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	TI	37,166 sf	Type I - Turf Seed Mix Refer to notes for acceptable seeding methods. Seeding Rate 180 lb/ac	MnDOT Seed Mix 25-151	seed	
	TI1	60,323 sf	Type II - Stormwater Seed Mix Refer to notes for acceptable seeding methods. Seeding Rate 52.0 lb/ac	MnDOT Seed Mix 33-261	seed	
	TI11	68,023 sf	Type III - Mesic Roadside General Seed Mix Refer to notes for acceptable seeding methods. Seeding Rate 60 lb/ac	MnDOT Seed Mix 25-141	seed	
	TI1V2	404,432 sf	Type IV - Native Seed Mix Refer to notes for acceptable seeding methods. Seeding Rate 50.0 lb/ac	MnDOT Seed Mix 35-241	seed	



3890 PHEASANT RIDGE DR NE
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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 Landscape Architect under the laws of the State of Minnesota

Print Name: Ryan J. Ruttger, RLA
Signature: 
Date: 10/31/22 License #: 56346

Drawn: RJR
Designed: RJR
Date: 10/31/22

Revisions:
1.

POBUDA ENTERPRISES, LLC
2221 108th Lane NE
Blaine, MN 55449

KATIES GLEN
Wyoming, MN

LANDSCAPE PLAN

L2
of
2



1 OVERALL WOODLAND PRESERVATION PLAN
T1

LEGEND

- EXEMPT AREA - TREE REMOVAL PERMITTED PER SEC. 40-556(3)
● 4370 EXISTING TREE SAVED
✕ 4371 EXISTING TREE REMOVED

REMOVAL SUMMARY		No. of Trees
Exempt Trees - Removal permitted under Sec. 40-556(3)		637
6-20" Hardwood Deciduous Trees Removed		33
> 20" Hardwood Deciduous Trees Removed		3
Total Trees Removed		673
Total Trees Saved		113
Total Trees		786
REPLACEMENT REQUIREMENTS		No. of Trees
6-20" Hardwood Deciduous Tree Mitigation	Category B - 2x	66
> 20" Hardwood Deciduous Tree Mitigation	Category B - 4x	12
Total Tree Replacement (Category B - 2.5" Cal. / 6' Conifer Trees)		78
Total Caliper Inches of Trees Saved (For Performance Guarantee)		1655



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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 Landscape Architect under the laws of the State of Minnesota

Print Name: Ryan J. Rutgger, RLA
Signature:
Date: 10/31/22 License #: 56346

Drawn: RJR
Designed: RJR
Date: 10/31/22

Revisions:
1.

POBUDA ENTERPRISES, LLC
2221 108th Lane NE
Blaine, MN 55449

KATIES GLEN
Wyoming, MN

WOODLAND
PRESERVATION PLAN

T1
of
3

TREE INVENTORY				
Tag #	Tree Size (DBH)	Species (Common Name)	Condition	Designation
1326	11	Red Maple	Good	Remove (Exempt)
1361	12	Red Maple	Good	Remove (Exempt)
1362	10	Green Ash	Good	Save
1363	13	Red Maple	Good	Save
1364	12	Red Maple	Good	Remove (Exempt)
1365	9	Red Maple	Good	Save
1366	14	Green Ash	Good	Save
1367	13	Red Maple	Good	Remove
1368	9	Green Ash	Good	Save
1369	6	Green Ash	Good	Save
1370	8	Red Maple	Good	Remove
1372	29	Bur Oak	Good	Save
1373	12	Red Maple	Good	Save
1374	8	Red Maple	Good	Save
1375	6	Red Maple	Good	Save
1376	9	Red Maple	Good	Save
1377	7	Red Maple	Good	Remove (Exempt)
1378	6	Black Cherry	Good	Remove (Exempt)
1379	10	Red Maple	Good	Remove (Exempt)
1380	13	Sugar Maple	Good	Remove (Exempt)
1381	8	Sugar Maple	Good	Remove (Exempt)
1382	14	Red Maple	Good	Remove (Exempt)
1383	6	Red Maple	Good	Remove (Exempt)
1384	6	Red Maple	Good	Remove (Exempt)
1385	22	White Oak	Good	Remove (Exempt)
1386	6	Red Maple	Good	Remove (Exempt)
1387	9	Red Maple	Good	Remove (Exempt)
1388	6	Red Maple	Good	Remove (Exempt)
1389	6	Red Maple	Good	Remove (Exempt)
1390	10	Red Maple	Good	Remove (Exempt)
1391	9	Red Maple	Good	Remove (Exempt)
1392	9	Red Maple	Good	Remove (Exempt)
1393	7	Red Maple	Good	Remove (Exempt)
1394	16	Hackberry	Good	Remove (Exempt)
1395	9	Red Maple	Good	Remove (Exempt)
1397	20	Pin Oak	Good	Remove (Exempt)
1398	27	Bur Oak	Good	Remove (Exempt)
1399	10	Red Maple	Good	Remove (Exempt)
1400	12	Black Cherry	Good	Remove (Exempt)
1401	12	Red Maple	Good	Remove (Exempt)
1402	9	Red Maple	Good	Save
1403	9	Red Maple	Good	Remove (Exempt)
1404	10	Red Maple	Good	Remove (Exempt)
1405	10	Red Maple	Good	Remove (Exempt)
1409	6	Black Cherry	Good	Remove (Exempt)
1410	6	Red Maple	Good	Remove (Exempt)
1411	23	Bur Oak	Good	Remove
1412	6	Red Maple	Good	Remove
1413	8	Red Maple	Good	Remove (Exempt)
1414	23	Green Ash	Good	Save
1415	8	Red Maple	Good	Save
1416	6	Red Maple	Good	Save
1417	8	Red Maple	Good	Save
1418	8	Bur Oak	Good	Save
1419	24	Bur Oak	Good	Save
1420	6	Red Maple	Good	Save
1421	17	Bur Oak	Good	Save
1422	6	Red Maple	Good	Save
1423	6	Black Cherry	Good	Remove
1424	6	Red Maple	Good	Remove (Exempt)
1426	8	Red Maple	Good	Remove (Exempt)
1427	10	Red Maple	Good	Remove (Exempt)
1428	11	Red Maple	Good	Remove (Exempt)
1429	6	Red Maple	Good	Remove (Exempt)
1430	10	Red Maple	Good	Remove (Exempt)
1431	8	Red Maple	Good	Remove (Exempt)
1432	8	Red Maple	Good	Remove (Exempt)
1433	8	Red Maple	Good	Remove (Exempt)
1434	8	Red Maple	Good	Remove (Exempt)
1435	6	Red Maple	Good	Remove (Exempt)
1436	6	Red Maple	Good	Remove (Exempt)
1437	10	Red Maple	Good	Remove (Exempt)
1438	8	Red Maple	Good	Remove (Exempt)
1439	6	Red Maple	Good	Remove (Exempt)
1440	10	Red Maple	Good	Remove (Exempt)
1441	8	Red Maple	Good	Remove (Exempt)
1442	6	Red Maple	Good	Remove (Exempt)
1443	6	Red Maple	Good	Remove (Exempt)
1444	8	Red Maple	Good	Remove (Exempt)
1445	10	Red Maple	Good	Remove (Exempt)
1446	6	Red Maple	Good	Remove (Exempt)
1447	12	Red Maple	Good	Remove (Exempt)
1448	6	Red Maple	Good	Remove (Exempt)
1450	10	Red Maple	Good	Remove (Exempt)
1452	25	Bur Oak	Good	Remove (Exempt)
1453	8	Red Maple	Good	Remove (Exempt)
1454	12	Red Maple	Good	Remove (Exempt)
1455	20	Bur Oak	Good	Remove (Exempt)
1456	6	Red Maple	Good	Remove (Exempt)
1457	12	Red Maple	Good	Remove (Exempt)
1458	10	Red Maple	Good	Remove (Exempt)
1459	8	Black Cherry	Good	Remove (Exempt)

1460	12	Sugar Maple	Good	Remove (Exempt)
1461	8	Black Cherry	Good	Remove (Exempt)
1462	20	Boxelder	Good	Remove (Exempt)
1463	19	Bur Oak	Good	Remove (Exempt)
1464	12	Red Maple	Good	Remove
1465	11	Red Maple	Good	Remove (Exempt)
1466	6	Red Maple	Good	Remove (Exempt)
1467	10	Red Maple	Good	Remove (Exempt)
1468	6	Red Maple	Good	Remove (Exempt)
1469	16	Bur Oak	Good	Remove (Exempt)
1470	8	Red Maple	Good	Remove (Exempt)
1472	8	Red Maple	Good	Remove (Exempt)
1473	6	Black Cherry	Good	Remove (Exempt)
1475	40	Bur Oak	Good	Remove (Exempt)
1476	8	Black Cherry	Good	Remove (Exempt)
1477	34	Boxelder	Good	Remove (Exempt)
1478	7	Black Cherry	Good	Remove (Exempt)
1479	6	Black Cherry	Good	Remove (Exempt)
1480	24	Bur Oak	Good	Remove (Exempt)
1481	8	Black Cherry	Good	Remove (Exempt)
1482	26	Bur Oak	Good	Remove (Exempt)
1483	8	Black Cherry	Good	Remove (Exempt)
1484	18	Black Cherry	Good	Remove (Exempt)
1485	8	Red Maple	Good	Save
1486	38	Red Oak	Good	Save
1487	40	Red Oak	Good	Save
1488	7	Red Cedar	Good	Save
1489	6	Red Maple	Good	Remove (Exempt)
1491	6	Red Maple	Good	Remove (Exempt)
1492	6	Red Maple	Good	Remove (Exempt)
1493	8	Red Oak	Good	Save
1494	6	Red Maple	Good	Remove (Exempt)
1495	14	Red Cedar	Good	Save
1496	10	Red Maple	Good	Remove (Exempt)
1497	8	Black Cherry	Good	Remove (Exempt)
1498	8	Red Maple	Good	Remove (Exempt)
1499	8	Red Maple	Good	Remove (Exempt)
1500	22	Bur Oak	Good	Remove (Exempt)
1617	10	Red Maple	Good	Save
1618	9	Red Maple	Good	Remove (Exempt)
1619	9	Red Maple	Good	Remove
1796	9	Red Maple	Good	Remove (Exempt)
1801	8	Red Maple	Good	Remove (Exempt)
1802	7	Red Maple	Good	Remove (Exempt)
1803	14	White Oak	Good	Remove (Exempt)
1804	12	Red Maple	Good	Remove (Exempt)
1805	12	Red Maple	Good	Remove (Exempt)
1806	6	Red Maple	Good	Remove (Exempt)
1807	9	Red Maple	Good	Remove (Exempt)
1808	10	Red Maple	Good	Remove (Exempt)
1809	16	Red Maple	Good	Remove (Exempt)
1810	8	Red Maple	Good	Remove (Exempt)
1811	8	Red Maple	Good	Remove (Exempt)
1812	10	Red Maple	Good	Remove (Exempt)
1813	16	Black Cherry	Good	Remove (Exempt)
1814	14	Black Cherry	Good	Remove (Exempt)
1815	29	Bur Oak	Good	Remove (Exempt)
1823	12	Red Maple	Good	Remove (Exempt)
1824	6	Red Maple	Good	Remove (Exempt)
1825	6	Red Maple	Good	Remove (Exempt)
1826	6	Red Maple	Good	Remove (Exempt)
1827	7	Red Maple	Good	Remove (Exempt)
1828	8	Red Maple	Good	Remove (Exempt)
1829	7	Red Maple	Good	Remove (Exempt)
1830	8	Red Maple	Good	Remove (Exempt)
1831	6	Red Maple	Good	Remove (Exempt)
1832	6	Red Maple	Good	Remove (Exempt)
1833	6	Red Maple	Good	Remove (Exempt)
1834	6	Red Maple	Good	Remove (Exempt)
1835	22	Boxelder	Good	Remove (Exempt)
1836	10	Red Maple	Good	Remove (Exempt)
1837	28	Bur Oak	Good	Remove (Exempt)
1839	10	Red Maple	Good	Remove (Exempt)
1840	16	Black Cherry	Good	Remove (Exempt)
1841	6	Red Maple	Good	Remove (Exempt)
1842	8	Red Maple	Good	Remove (Exempt)
1843	8	Black Cherry	Good	Remove (Exempt)
1844	22	Bur Oak	Good	Remove (Exempt)
1845	13	Red Maple	Good	Remove (Exempt)
1846	7	Red Maple	Good	Remove (Exempt)
1847	9	Red Maple	Good	Remove (Exempt)
1848	9	Red Maple	Good	Remove (Exempt)
1849	16	Bur Oak	Good	Remove (Exempt)
1850	14	Bur Oak	Good	Remove (Exempt)
1851	8	Red Maple	Good	Remove (Exempt)
1852	9	Red Maple	Good	Remove (Exempt)
1853	8	Red Maple	Good	Remove (Exempt)
1854	33	Pin Oak	Good	Remove (Exempt)
1855	9	Red Maple	Good	Remove (Exempt)
1856	15	Red Maple	Good	Remove (Exempt)
1857	16	Red Maple	Good	Remove (Exempt)
1858	8	Red Maple	Good	Remove (Exempt)
1859	11	Red Maple	Good	Remove (Exempt)
1860	11	Red Maple	Good	Remove (Exempt)
1861	10	Red Maple	Good	Remove (Exempt)

1862	10	Red Maple	Good	Remove (Exempt)
1863	12	Red Maple	Good	Remove (Exempt)
1865	12	Red Maple	Good	Remove (Exempt)
1866	24	Red Maple	Good	Remove (Exempt)
1867	14	Red Maple	Good	Remove (Exempt)
1868	18	Red Maple	Good	Remove (Exempt)
1869	12	Red Maple	Good	Remove (Exempt)
1870	10	Red Maple	Good	Remove (Exempt)
1871	6	Sugar Maple	Good	Remove (Exempt)
1872	8	Red Maple	Good	Remove (Exempt)
1873	9	Red Maple	Good	Remove (Exempt)
1874	12	Red Maple	Good	Remove (Exempt)
1875	11	Red Maple	Good	Remove (Exempt)
1876	16	Red Maple	Good	Remove (Exempt)
1877	14	Red Maple	Good	Remove (Exempt)
1878	34	Bur Oak	Good	Remove (Exempt)
1879	24	Bur Oak	Good	Remove (Exempt)
1880	21	Bur Oak	Good	Remove (Exempt)
1881	7	Red Maple	Good	Remove (Exempt)
1882	38	Bur Oak	Good	Remove (Exempt)
1883	8	Red Maple	Good	Remove (Exempt)
1884	7	Red Maple	Good	Remove (Exempt)
1885	10	Red Maple	Good	Remove (Exempt)
1886	6	Black Cherry	Good	Remove (Exempt)
1887	23	Bur Oak	Good	Remove (Exempt)
1888	7	Black Cherry	Good	Remove (Exempt)
1889	21	American Elm	Good	Remove (Exempt)
1890	29	Bur Oak	Good	Remove (Exempt)
1891	30	Pin Oak	Good	Remove (Exempt)
1892	9	Black Cherry	Good	Remove (Exempt)
1893	7	Black Cherry	Good	Remove (Exempt)
1894	30	Black Cherry	Good	Remove (Exempt)
1895	15	Red Maple	Good	Remove (Exempt)
1896	24	Green Ash	Good	Remove (Exempt)
1897	12	Black Cherry	Good	Remove (Exempt)
1898	6	Black Cherry	Good	Remove (Exempt)
1899	10	Black Cherry	Good	Remove (Exempt)
1900	13	Black Cherry	Good	Remove (Exempt)
3689	14	White Oak	Good	Remove (Exempt)
3690	8	Paper Birch	Good	Save
3691	6	Paper Birch	Good	Save
3692	10	Paper Birch	Good	Save
3693	20	White Oak	Good	Remove (Exempt)
3694	16	Bur Oak	Good	Remove (Exempt)
3695	7	Red Maple	Good	Remove (Exempt)
3696	17	Black Cherry	Good	Remove (Exempt)
3697	16	Black Cherry	Good	Remove (Exempt)
3699	9	Black Cherry	Good	Remove (Exempt)
3700	40	Bur Oak	Good	Remove (Exempt)
3757	8	Red Maple	Good	Remove (Exempt)
3758	7	Black Cherry	Good	Remove (Exempt)
3759	9	Paper Birch	Good	Remove (Exempt)
3760	7	Black Cherry	Good	Remove (Exempt)
3761	24	Red Maple	Good	Remove (Exempt)
3762	11	Black Cherry	Good	Remove (Exempt)
3763	16	Black Cherry	Good	Save
3764	24	White Oak	Good	Remove (Exempt)
3765	25	Black Cherry	Good	Remove (Exempt)
3766	21	Quaking Aspen	Good	Save
3767	7	Red Cedar	Good	Save
3768	16	Black Cherry	Good	Save
3769	8	Red Maple	Good	Remove (Exempt)
3770	6	Red Maple	Good	Remove (Exempt)
3771	9	Red Maple	Good	Remove (Exempt)
3772	10	Red Maple	Good	Remove (Exempt)
3773	7	Red Maple	Good	Remove (Exempt)
3774	7	Red Maple	Good	Remove (Exempt)
3775	7	Red Maple	Good	Remove (Exempt)
3776	7	Red Maple	Good	Remove (Exempt)
3777	7	Red Maple	Good	Remove (Exempt)
3778	8	Red Maple	Good	Save
3779	29	White Oak	Good	Save
3780	11	Red Maple	Good	Remove (Exempt)
3781	10	Red Maple	Good	Save
3782	23	Bur Oak	Good	Save
3783	8	Red Maple	Good	Save
3784	11	Red Maple	Good	Save
3785	9	Red Maple	Good	Remove (Exempt)
3786	9	Red Maple	Good	Save
3787	11	Red Maple	Good	Save
3788	10	Red Maple	Good	Remove (Exempt)
3789	18	Black Cherry	Good	Save
3790	14	Black Cherry	Good	Remove (Exempt)
3791	7	Red Maple	Good	Remove (Exempt)
3792	10	Red Maple	Good	Remove
3794	11	Red Maple	Good	Save
3795	12	Red Maple	Good	Save
3796	10	Red Maple	Good	Save
3797	13	Black Cherry	Good	Remove (Exempt)
3798	30	White Oak	Good	Remove (Exempt)
3800	13	Red Maple	Good	Remove (Exempt)
3801	35	White Oak	Good	Remove (Exempt)
3802	7	Red Maple	Good	Remove (Exempt)
3803	8	Red Maple	Good	Remove (Exempt)
3804	8	Red Maple	Good	Remove (Exempt)

3805	6	Red Maple	Good	Remove (Exempt)
3806	10	Red Maple	Good	Remove (Exempt)
3807	13	Red Maple	Good	Remove (Exempt)
3808	7	Red Maple	Good	Remove (Exempt)
3809	10	Red Maple	Good	Remove (Exempt)
3810	7	Red Maple	Good	Remove (Exempt)
3811	7	Red Maple	Good	Remove (Exempt)
3812	9	Red Maple	Good	Remove (Exempt)
3813	9	Red Maple	Good	Remove (Exempt)
3814	6	Red Maple	Good	Remove (Exempt)
3815	7	Red Maple	Good	Remove (Exempt)
3816	6	Red Maple	Good	Remove (Exempt)
3817	6	Red Maple	Good	Remove (Exempt)
3818	13	Black Cherry	Good	Remove (Exempt)
3819	13	Red Maple	Good	Remove (Exempt)
3820	11	Red Maple	Good	Remove
3821	14	Black Cherry	Good	Remove (Exempt)
3822	20	Boxelder	Good	Remove (Exempt)
3823	11	Red Maple	Good	Save
3824	12	Red Maple	Good	Save
3825	12	Black Cherry	Good	Remove (Exempt)
3826	7	Red Maple	Good	Remove (Exempt)
3827	10	Black Cherry	Good	Remove (Exempt)
3828	7	Black Cherry	Good	Remove (Exempt)
3829	10	Boxelder	Good	Remove (Exempt)
3830	15	Black Cherry	Good	Remove (Exempt)
3831	6	Black Cherry	Good	Remove (Exempt)
3832	20	Boxelder	Good	Remove (Exempt)
3833	16	Black Cherry	Good	Remove (Exempt)
3834	14	Black Cherry	Good	Remove (Exempt)
3835	36	Boxelder	Good	Remove (Exempt)
3836	34	Bur Oak	Good	Remove (Exempt)
3837	24	Boxelder	Good	Remove (Exempt)
3838	22	Black Cherry	Good	Remove (Exempt)
3839	7	Black Cherry	Good	Remove (Exempt)
3840	26	Pin Oak	Good	Remove (Exempt)
3841	13	Red Cedar	Good	Remove (Exempt)
3842	7	Black Cherry	Good	Remove (Exempt)
3843	26	American Elm	Good	Remove (Exempt)
3844	7	Black Cherry	Good	Remove (Exempt)
3845	25	White Oak	Good	Remove (Exempt)
3846	44	White Oak	Good	Remove (Exempt)
3847	22	Boxelder	Good	Remove (Exempt)
3848	38	Green Ash	Good	Remove (Exempt)
3849	34	Red Oak	Good	Remove (Exempt)
3850	22	Boxelder	Good	Remove (Exempt)
3851	38	Bur Oak	Good	Remove (Exempt)
3852	32	Bur Oak	Good	Remove (Exempt)
3853	16	White Oak	Good	Remove (Exempt)
3854	19	White Oak	Good	Remove (Exempt)
3855	30	White Oak	Good	Remove (Exempt)
3856	6	Red Maple	Good	Remove
3857	14	Black Cherry	Good	Remove
3858	14	Black Cherry	Good	Remove
3859	8	Black Cherry	Good	Remove
3860	11	Black Cherry	Good	Remove (Exempt)
3861	9	Black Cherry	Poor	Remove (Exempt)
3862	26	Boxelder	Good	Remove (Exempt)
3863	28	Boxelder	Good	Remove (Exempt)
3864	20	Boxelder	Good	Remove (Exempt)
3865	53	Boxelder	Fair	Remove (Exempt)
3866	21	Boxelder	Good	Remove (Exempt)
3867	4	Red Cedar	Good	Remove (Exempt)
3868	4	Red Cedar	Good	Remove (Exempt)
3869	10	Red Maple	Good	Remove (Exempt)
3870	10	Red Maple	Good	Remove (Exempt)
3871	10	Black Cherry	Good	Remove (Exempt)
3872	11	Red Maple	Good	Remove
3873	14	Red Maple	Good	Remove
3874	8	Red Maple	Good	Remove (Exempt)
3875	7	Red Maple	Good	Remove (Exempt)
3876	8	Black Cherry	Good	Remove (Exempt)
3877	7	Black Cherry	Good	Remove (Exempt)
3878	26	Red Maple	Good	Remove (Exempt)
3879	24	Bur Oak	Good	Remove (Exempt)
3880	14	Red Maple	Good	Remove (Exempt)
3881	11	Red Maple	Good	Remove (Exempt)
3882	23	Red Maple	Good	Remove (Exempt)
3883	15	Sugar Maple	Good	Remove (Exempt)
3884	6	Red Maple	Good	Remove (Exempt)
3885	18	Black Cherry	Good	Remove (Exempt)
3886	9	Red Maple	Good	Remove (Exempt)
3887	14	Red Maple	Good	Remove (Exempt)
3888	26	Pin Oak	Good	Remove (Exempt)
3889	12	Red Maple	Good	Remove (Exempt)
3890	13	Red Maple	Good	Remove (Exempt)
3891	11	Red Maple	Good	Remove (Exempt)
3892	10	Red Maple	Good	Remove (Exempt)
3893	21	Siberian Elm	Good	Remove (Exempt)
3894	8	Red Maple	Good	Remove (Exempt)
3895	8	Red Maple	Good	Remove (Exempt)
3896	14	Black Cherry	Good	Remove (Exempt)
3897	16	Red Maple	Good	Remove (Exempt)
3898	11	Red Maple	Good	Remove (Exempt)
3899	14	Black Cherry	Good	Remove (Exempt)

4026	10	Red Cedar	Good	Save
4027	10	Red Cedar	Good	Save
4028	15	Red Cedar	Good	Save
4029	10	Red Oak	Good	Save
4031	13	Red Cedar	Good	Save
4032	26	Red Oak	Good	Save
4035	16	Red Oak	Good	Save
4045	11	Red Cedar	Good	Save
4054	10	Red Oak	Good	Save
4065	24	Green Ash	Good	Remove (Exempt)
4075	14	White Oak	Good	Save
4083	35	Green Ash	Good	Remove (Exempt)
4089	38	Bur Oak	Good	Remove (Exempt)
4105	31	Pin Oak	Good	Remove (Exempt)
4109	9	Black Cherry	Good	Remove (Exempt)
4114	34	Red Oak	Good	Remove (Exempt)
4115	26	Pin Oak	Good	Remove (Exempt)
4130	6	Black Cherry	Good	Remove (Exempt)
4133	6	Red Maple	Good	Remove (Exempt)
4137	18	Bur Oak	Good	Remove (Exempt)
4141	15	Black Cherry	Good	Remove (Exempt)
4146	25	White Oak	Good	Remove (Exempt)
4149	31	White Oak	Good	Remove (Exempt)
4152	28	White Oak	Good	Remove (Exempt)
4156	29	Bur Oak	Good	Remove (Exempt)
4157	31	Bur Oak	Good	Remove (Exempt)
4160	11	Black Cherry	Good	Remove (Exempt)
4165	38	Bur Oak	Good	Remove (Exempt)
4166	38	Bur Oak	Good	Remove (Exempt)
4212	18	Bur Oak	Good	Save
4219	20	Black Cherry	Good	Remove (Exempt)
4227	26	Bur Oak	Good	Remove (Exempt)
4239	38	Bur Oak	Good	Remove (Exempt)
4244	33	Bur Oak	Good	Remove (Exempt)
4250	25	White Oak	Good	Remove (Exempt)
4251	33	Bur Oak	Good	Remove (Exempt)
4257	12	Bur Oak	Good	Remove (Exempt)
4258	25	Bur Oak	Good	Remove (Exempt)
4269	21	Boxelder	Good	Remove (Exempt)
4270	10	Black Cherry	Good	Remove (Exempt)
4277	29	White Oak	Good	Remove (Exempt)
4280	14	Black Cherry	Good	Remove (Exempt)
4282	14	Black Cherry	Good	Remove (Exempt)
4288	8	Black Cherry	Good	Remove (Exempt)
4290	9	Black Cherry	Fair	Remove (Exempt)
4291	19	Red Maple	Good	Save
4296	7	Black Cherry	Good	Save
4300	8	Black Cherry	Good	Remove (Exempt)
4309	35	Pin Oak	Good	Remove (Exempt)
4314	33	White Oak	Good	Remove (Exempt)
4320	22	Red Oak	Good	Remove (Exempt)
4332	20	Bur Oak	Good	Remove (Exempt)
4336	14	Black Cherry	Good	Remove (Exempt)
4339	36	Bur Oak	Good	Remove (Exempt)
4342	23	Bur Oak	Good	Remove (Exempt)
4363	8	Black Cherry	Good	Save
4365	12	Black Cherry	Good	Save
4369	13	Black Cherry	Good	Save
4389	32	White Oak	Good	Remove (Exempt)
4393	31	Bur Oak	Good	Remove (Exempt)
4396	28	Bur Oak	Good	Remove (Exempt)
4400	36	Bur Oak	Good	Save
4405	26	White Oak	Good	Save
4408	26	White Oak	Good	Save
4418	23	White Oak	Good	Remove (Exempt)
4426	10	White Oak	Good	Remove (Exempt)
4428	19	White Oak	Good	Remove (Exempt)
4429	32	White Oak	Good	Remove (Exempt)
4430	20	White Oak	Good	Remove (Exempt)
4433	24	Bur Oak	Good	Remove (Exempt)
4439	7	Black Cherry	Good	Remove (Exempt)
4448	26	Bur Oak	Good	Remove (Exempt)
4449	7	Black Cherry	Good	Remove (Exempt)
4450	11	Hackberry	Good	Remove (Exempt)
4455	28	Bur Oak	Good	Remove (Exempt)
4457	30	Bur Oak	Good	Remove (Exempt)
4469	8	Black Cherry	Good	Remove (Exempt)
4470	9	Black Cherry	Good	Remove (Exempt)
4472	31	Bur Oak	Good	Remove (Exempt)
4518	6	Black Cherry	Good	Remove (Exempt)
4578	8	Sugar Maple	Good	Remove (Exempt)
4580	7	Red Maple	Good	Remove (Exempt)
4594	8	Red Maple	Good	Remove (Exempt)
4595	19	White Oak	Good	Remove (Exempt)
4596	6	Red Maple	Good	Remove (Exempt)
4620	8	Black Cherry	Good	Remove (Exempt)
4621	8	Red Maple	Good	Remove (Exempt)
4622	8	Red Maple	Good	Remove (Exempt)
4628	30	Bur Oak	Good	Remove (Exempt)
4635	8	Red Maple	Good	Remove (Exempt)
4642	6	Red Maple	Good	Remove (Exempt)
4643	25	Bur Oak	Good	Remove (Exempt)
4645	18	Bur Oak	Good	Remove (Exempt)
4649	22	Bur Oak	Good	Remove (Exempt)
4650	8	Red Maple	Good	Remove (Exempt)

4651	7	Red Maple	Good	Remove (Exempt)
4653	16	Bur Oak	Good	Remove (Exempt)
4655	26	Bur Oak	Good	Remove (Exempt)
4658	31	Bur Oak	Good	Remove (Exempt)
4665	19	White Oak	Good	Remove (Exempt)
4666	7	Red Maple	Good	Remove (Exempt)
4667	8	Red Maple	Good	Remove (Exempt)
4671	12	Red Maple	Good	Remove (Exempt)
4673	9	Red Maple	Good	Remove (Exempt)
4674	24	Red Oak	Good	Remove (Exempt)
4675	7	Red Maple	Good	Remove (Exempt)
4676	26	Red Pine	Good	Remove (Exempt)
4680	13	Black Cherry	Good	Remove (Exempt)
4691	9	Black Cherry	Good	Remove (Exempt)
4696	8	Red Maple	Good	Remove (Exempt)
4698	7	Red Maple	Good	Remove
4699	6	Sugar Maple	Good	Remove (Exempt)
4704	6	Red Maple	Good	Remove
4706	8	Red Maple	Good	Remove
4708	6	Green Ash	Good	Save
4709	7	Red Maple	Good	Remove (Exempt)
4710	7	Red Maple	Good	Remove
4712	7	Red Maple	Good	Remove (Exempt)
4713	6	Red Maple	Good	Remove (Exempt)
4714	22	Bur Oak	Good	Remove (Exempt)
4715	6	Black Cherry	Good	Remove (Exempt)
4717	8	Red Maple	Good	Remove (Exempt)
4720	8	Black Cherry	Good	Remove (Exempt)
4721	24	Bur Oak	Good	Remove (Exempt)
4723	22	Bur Oak	Good	Remove
4724	6	Red Maple	Good	Remove
4725	6	Red Maple	Good	Remove
4726	8	Red Maple	Good	Remove
4728	8	Red Maple	Good	Remove
4731	24	Bur Oak	Good	Remove (Exempt)
4733	15	White Oak	Good	Remove (Exempt)
4734	13	White Oak	Good	Remove
4735	13	White Oak	Good	Remove
4742	11	White Oak	Good	Save
4743	17	Bur Oak	Good	Save
4747	6	Red Maple	Good	Save
4761	6	Black Cherry	Good	Save
4762	8	Black Cherry	Good	Save
4766	30	Bur Oak	Good	Save
4769	20	Bur Oak	Good	Save
4778	22	Red Oak	Good	Save
4779	22	Bur Oak	Good	Save
4784	24	Red Oak	Good	Remove
4791	7	Red Maple	Good	Remove (Exempt)
4801	6	Red Maple	Good	Remove (Exempt)
4803	6	Black Cherry	Good	Remove (Exempt)
4804	8	Red Maple	Good	Remove (Exempt)
4808	7	Red Maple	Good	Remove (Exempt)
4811	16	Basswood	Good	Remove (Exempt)
4824	39	Bur Oak	Good	Remove (Exempt)
4833	19	Bur Oak	Good	Remove (Exempt)
4838	10	Red Maple	Good	Remove (Exempt)
4848	22	White Oak	Good	Remove (Exempt)
4849	10	Red Maple	Good	Remove (Exempt)
4852	14	White Oak	Good	Save
4853	19	White Oak	Poor	Save
4855	11	White Oak	Good	Remove (Exempt)
4857	8	Red Maple	Good	Remove (Exempt)
4858	28	White Oak	Good	Save
4859	11	Red Maple	Good	Remove (Exempt)
4863	28	White Oak	Fair	Save
4869	11	Black Cherry	Good	Remove (Exempt)
4871	9	Red Maple	Good	Remove (Exempt)
4874	8	Red Maple	Good	Remove (Exempt)
4876	40	Red Oak	Good	Save
4877	17	Bur Oak	Good	Remove
4880	8	Red Maple	Good	Save
4883	8	Red Maple	Good	Save
4884	11	White Oak	Good	Save
4886	10	Red Maple	Good	Save
4887	12	Sugar Maple	Good	Save
4889	12	White Oak	Good	Save
4892	6	Black Cherry	Good	Save
4894	10	Black Cherry	Good	Remove (Exempt)
4898	22	Bur Oak	Good	Save
4899	23	Bur Oak	Good	Save
4907	9	Black Cherry	Good	Remove (Exempt)
4914	18	Bur Oak	Good	Remove
4915	8	Bur Oak	Good	Remove
4916	14	Bur Oak	Good	Remove (Exempt)
4918	14	White Oak	Good	Remove
4925	8	White Oak	Good	Save
4933	9	Black Cherry	Good	Remove (Exempt)
4940	6	Black Cherry	Good	Remove (Exempt)
4946	16	Red Maple	Good	Remove (Exempt)
4948	11	Black Cherry	Good	Remove (Exempt)
4952	8	Black Cherry	Good	Remove (Exempt)
4954	16	Bur Oak	Good	Remove (Exempt)
4955	8	Red Maple	Good	Remove (Exempt)
4956	15	White Oak	Good	Remove (Exempt)

4963	7	Red Maple	Good	Remove (Exempt)
4968	6	White Oak	Good	Remove (Exempt)
4969	18	Swamp White Oak	Fair	Remove
4972	6	Red Maple	Good	Remove (Exempt)
4976	32	Red Oak	Good	Remove (Exempt)
4978	19	White Oak	Good	Remove (Exempt)
4985	22	Bur Oak	Good	Remove (Exempt)
4990	8	Red Maple	Good	Remove (Exempt)
4992	9	Red Maple	Good	Remove (Exempt)
4998	8	Red Maple	Good	Remove (Exempt)
5000	9	Red Maple	Good	Remove (Exempt)
5002	6	Red Maple	Good	Remove (Exempt)
5006	6	Red Maple	Good	Remove (Exempt)
5007	31	Red Oak	Good	Remove (Exempt)
5009	10	Black Cherry	Good	Remove (Exempt)
5017	9	Red Maple	Good	Remove (Exempt)
5018	19	Bur Oak	Good	Remove (Exempt)
5019	48	White Oak	Good	Remove (Exempt)
5021	9	Red Maple	Good	Remove (Exempt)
5023	9	Black Cherry	Good	Remove (Exempt)
5025	10	Black Cherry	Good	Remove (Exempt)
5028	8	Red Maple	Good	Remove (Exempt)
5031	12	Red Maple	Good	Remove (Exempt)
5037	10	Red Maple	Good	Remove (Exempt)
5038	14	Black Cherry	Good	Remove (Exempt)
5042	8	Red Maple	Good	Remove (Exempt)
5050	7	Red Maple	Good	Remove (Exempt)
5057	8	Red Maple	Good	Remove (Exempt)
5058	7	Red Maple	Good	Remove (Exempt)
5061	24	Bur Oak	Good	Remove (Exempt)
5102	31	Cottonwood	Good	Save
5103	15	Black Cherry	Good	Save
5107	14	Black Cherry	Good	Remove (Exempt)
5111	13	Black Cherry	Good	Remove (Exempt)
5118	18	White Oak	Good	Remove (Exempt)
5124	18	White Oak	Good	Remove (Exempt)
5128	18	Black Cherry	Good	Remove (Exempt)
5136	12	Red Maple	Good	Remove (Exempt)
5137	8	Red Maple	Good	Remove (Exempt)
5142	8	Red Maple	Good	Remove (Exempt)
5143	11	Red Maple	Good	Remove (Exempt)
5150	16	Red Oak	Good	Remove (Exempt)
5151	15	Red Oak	Good	Remove (Exempt)
5152	21	Bur Oak	Good	Remove (Exempt)
5153	8	Black Cherry	Good	Remove (Exempt)
5155	29	Red Oak	Good	Remove (Exempt)
5158	7	Red Maple	Good	Remove (Exempt)
5162	18	Red Maple	Good	Remove (Exempt)
5166	14	Red Maple	Good	Remove (Exempt)
5167	8	Red Maple	Good	Remove (Exempt)
5169	18	Bur Oak	Good	Remove (Exempt)
5175	6	Red Maple	Good	Remove (Exempt)
5178	6	Red Maple	Good	Remove (Exempt)
5180	8	Red Maple	Good	Remove (Exempt)
5184	6	Red Maple	Good	Remove (Exempt)
5194	6	Red Maple	Good	Remove (Exempt)
5195	8	Red Maple	Good	Remove (Exempt)
5198	7	Red Maple	Good	Remove (Exempt)
5199	8	Red Maple	Good	Remove (Exempt)
5200	8	Red Maple	Good	Remove (Exempt)
5201	8	Red Maple	Good	Remove (Exempt)
5207	11	Black Cherry	Good	Remove (Exempt)
5209	11	Black Cherry	Good	Remove (Exempt)
5211	9	Sugar Maple	Good	Remove (Exempt)
5213	8	Red Maple	Good	Remove (Exempt)
5216	12	Black Cherry	Good	Remove (Exempt)
5221	30	Red Oak	Good	Remove (Exempt)
5225	12	Black Cherry	Good	Remove (Exempt)
5226	15	Black Cherry	Good	Remove (Exempt)
5227	12	Black Cherry	Good	Remove (Exempt)
5228	16	Black Cherry	Good	Remove (Exempt)
5229	12	Black Cherry	Good	Remove (Exempt)
5230	6	Black Cherry	Good	Remove (Exempt)
5249	9	Black Cherry	Good	Remove (Exempt)
5255	10	Red Maple	Good	Remove (Exempt)
5260	40	Bur Oak	Good	Remove (Exempt)
5272	15	Black Cherry	Good	Remove (Exempt)
5275	10	Black Cherry	Good	Remove (Exempt)
5278	8	Red Maple	Good	Remove (Exempt)
5279	15	White Oak	Good	Remove (Exempt)
5281	8	Red Maple	Good	Remove (Exempt)
5284	24	Bur Oak	Good	Remove (Exempt)
5286	42	Red Oak	Good	Remove (Exempt)
5287	27	Bur Oak	Good	Remove (Exempt)
5296	12	Red Maple	Good	Remove (Exempt)
5298	22	Bur Oak	Good	Remove (Exempt)
5299	20	Bur Oak	Good	Remove (Exempt)
5307	9	Black Cherry	Good	Remove (Exempt)
5308	32	Red Oak	Good	Remove (Exempt)
5309	9	Black Cherry	Good	Remove (Exempt)
5310	11	Black Cherry	Good	Remove (Exempt)
5311	22	Pin Oak	Good	Remove (Exempt)
5321	25	White Oak	Good	Remove (Exempt)
5322	24	Bur Oak	Good	Remove (Exempt)
5351	30	Bur Oak	Good	Remove (Exempt)

5358	13	Black Cherry	Good	Remove (Exempt)
5376	22	White Oak	Good	Remove (Exempt)
5377	18	White Oak	Good	Remove (Exempt)
5381	26	Boxelder	Good	Remove (Exempt)
5396	8	Hackberry	Good	Remove (Exempt)
5398	28	Bur Oak	Good	Remove (Exempt)
5400	22	Bur Oak	Good	Remove (Exempt)
5402	20	Bur Oak	Good	Remove (Exempt)
5406	22	Bur Oak	Good	Remove (Exempt)
5408	32	Red Oak	Good	Remove (Exempt)
5410	23	Bur Oak	Good	Remove (Exempt)
5426	9	Black Cherry	Good	Remove (Exempt)
5430	16	Black Cherry	Good	Remove (Exempt)
5440	43	Bur Oak	Good	Remove (Exempt)
5456	16	Bur Oak	Good	Remove (Exempt)
5463	12	Black Cherry	Good	Remove (Exempt)
5471	28	White Oak	Good	Remove (Exempt)
5472	24	White Oak	Good	Remove (Exempt)
5483	27	Boxelder	Good	Remove (Exempt)
5505	19	Bur Oak	Good	Remove (Exempt)
5508	42	Bur Oak	Good	Remove (Exempt)
5531	35	Pin Oak	Good	Remove (Exempt)
5585	24	Bur Oak	Good	Remove (Exempt)
5586	25	Bur Oak	Good	Remove (Exempt)
5587	8	Black Cherry	Good	Remove (Exempt)
5588	4	Red Cedar	Good	Remove (Exempt)
5592	6	Red Cedar	Good	Remove (Exempt)
5596	22	White Oak	Good	Save
6970	22	Boxelder	Good	Remove (Exempt)

**UNAPPROVED MINUTES
PLANNING COMMISSION
CITY OF WYOMING, MINNESOTA
DECEMBER 13, 2022
7:00PM**

CALL TO ORDER:

Planning Commission Vice-Chairman West called the Regular Meeting of the Wyoming Planning Commission for December 13, 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: Michael Naumann, Katie West, and Dan Iverson

ABSENT: Chair Mark Lobermeier

Also Present: Fred Weck Zoning Administrator, Robb Linwood, City Administrator, Kim Lindquist, City Planner, Council Liaison Brett Ohnstad, and Lisa Iverson, Mayor

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 November 22, 2022

A MOTION WAS MADE BY COMMISSIONER IVERSON, SECONDED BY COMMISSIONER NAUMANN, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR NOVEMBER 22, 2022, AS SUBMITTED.

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

SCHEDULED PUBLIC HEARINGS:

2. Preliminary Plat: D-22-016 Katie’s Glen
Conditional Use Permit C-22-003 for a Planned Unit Development
Location: Goodview Avenue between 255th and 258th Streets
Applicant: Pobuda Enterprises
Property ID Number: 21-10140.00

Kim Lindquist, City Planner – WSB, gave a brief presentation outlining the request for a Preliminary Plat, Conditional Use Permit for a Planned Unit Development at Goodview Avenue between 255th and 258th Streets. She reviewed the zoning for the surrounding area, existing

conditions on the site, and the Comprehensive Plan guidance. She stated that the parcel is about 18 acres and the request is to create 39 single family lots and one large outlot that will include a wetland and the stormwater pond. She noted that several of the lots are not in compliance with the R3 standards, which is what has prompted the PUD request and explained that they were requesting a front yard setback of 25 feet rather than 35 feet, a side yard setback of 7 feet rather than 9 feet, and rear yard setbacks ranging from 33-180 feet. She reviewed the grading, erosion control plans, and plans to fill one of the wetlands that will need to meet the Wetland Conservation Act requirements before any activity can occur on this parcel. She explained that this is a heavily wooded site and many trees will need to be removed for grading and noted that the developer is replacing 33 trees with 66 new trees to meet the woodland preservation requirements. She noted that there are also landscape requirements that will need to be met. She noted that she had submitted revised conditions of approval, but explained that she wanted to make a few additional changes.

Zoning Administrator Weck noted that he had the revisions she submitted still sitting on his desk and asked to her to review her suggested changes.

City Planner Lindquist reviewed the revisions in the staff report and the recommended conditions of approval.

MOTION BY COMMISSIONER WEST SECONDED BY COMMISSIONER IVERSON, TO OPEN THE PUBLIC HEARING AT 7:13 PM.

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

Richard Spratt, 6545 255th Street, stated that he is concerned about this plan because he does not think there is a need for 39 new homes in this small area. He stated that he feels there is much more than could be done with this land such as a park with hiking trails. He asked how this development would affect his taxes. He noted that he also did not understand the need to fill in a wetland and asked how it would be replaced or relocated.

Zoning Administrator Weck explained that the wetland fill is allowed up to a certain amount of square footage depending on the type of wetland it is and explained that the applicant had received that approval yesterday. He stated that they will be creating a new wetland by the pond being created for stormwater. He stated that this development should not affect Mr. Spratt's taxes or property value. He stated that when the work was done on Goodview, sewer and water was put in order to serve this property. He explained that this had been annexed into the City in 2005, but when the economy took a turn a few years later, the developer walked away from this parcel and this plan is now a reiteration of those previous plans.

Mr. Spratt asked how long it will be before the City comes and tells him he needs to put in City sewer and water.

Zoning Administrator Weck stated that the sewer and water will not be put in the street past his house, but if it was, the annexation agreement says that there would be 5 years to hook-up once City sewer and water becomes available.

Vice-Chair West noted that the developer will need to give a monetary contribution to the City for park dedication fees.

Josh Malm, 25577 Goodview Avenue, stated that the plans are for planting 66 new trees and

asked where those would be located.

Vice-Chair West noted that the City had not received a landscaping plan yet but the developer will need to come up with that later in the process.

A woman from the audience asked how many trees were going to be taken down.

City Administrator Linwood explained that the plan was to remove 635 trees.

Zoning Administrator Weck stated that the developer was allowed to take the trees that will be located where the streets, driveways, homes, and stormwater ponds will be located. He explained that any trees removed outside of these areas are the ones that need to be replaced, which is what the 66 trees are.

Kathy Wright, 6370 255th Street, asked what kind of homes these will be. She stated that she feels the property values may be effected depending on what type of homes will be put in. She stated that at one point in time, she believed that they were going to put in 55 homes and have them be slab only construction and for an age 55+ development.

Zoning Administrator Weck stated that the plat is all slab on grade homes which means no basement, but did not know what the value of the homes will be. He explained that they will not be low income housing, nor does he think they will be starter homes.

John Wright, 6370 255th Street, asked about the process for approval.

Vice-Chair West gave an overview of the process for approval in the City and noted that the Planning Commission is a recommending body and that the City Council will make the final decision.

Mr. Wright stated that the road frontage does not appear to meet that requirement and asked how the City could justify approval.

Zoning Administrator Weck stated that it depends on the zoning and explained that for a PUD, the Outlot was a trade-off in order to allow those lots to vary in size. He stated that means that in addition to the \$70,000 in parkland dedication, they are providing greenspace in order to allow them to make lots that are varied in size, but the overall density will remain the same. He reviewed the process for approval for the project and the actions that will need to be taken by the developer before anything can happen.

The engineer for the applicant explained that their plans are for single level homes but noted that he did not have more concrete details yet.

Devin Brockman, 25678 Goodwin, expressed concern about the animals and wildlife that currently live in that forest. He stated that if over 600 trees are removed he is worried about what will happen to the bear, deer, raccoons, and possum that live there.

Nancy Brockman 25678 Goodwin, stated that she believes these plans will mean that they will have 4 houses in their backyard area. She stated that when they moved to the City they moved here because they did not want to have nearby neighbors. She stated that having this type of development come in is very discouraging and sad because nature is a big thing to their family. She stated that the City's website, at one point in time, had a statement about the wetlands helping to make the City one of the area's most livable communities. She stated that these plans are tearing out some of the wetlands and stated that she wanted to make sure that what is stated on the website is not opposite of what they are actually doing with this development. She stated that the roads in their area are not currently kept up and noted that it would be nice to have them taken care of if they are going to put in another road. She stated that it would also be nice if the size of these lots were consistent with the lot sizes that are already there because that will affect their properties.

Kurt Windingstad, 6543 Goodwin Lane, asked about sewer and water.

Zoning Administrator Weck reiterated that sewer and water will not go past Mr. Windingstad's house so he will not have to hook-up.

Mr. Windingstad stated that when the original plans to develop this parcel fell apart shortly after he purchased his property, he was glad. He stated that he thinks that there are a lot of open areas of land available where this development could happen rather than dismantling all these trees.

Zoning Administrator Weck explained that in order for City sewer and water to happen there would need to be either a petition from the residents of the street or for all the septic systems to fail and the MPCA to say that they have to put in City sewer and water. He noted that there is no developable land past this point, so unless either of his examples come to pass, that will not happen for quite a while.

Abby Hudd, 25592 Goodview Avenue, expressed her concern with the amount of traffic and speed on Goodview Avenue. She stated that adding 39 more houses is probably about 80 more vehicles and asked what the plans were for traffic control. She noted that there are also a lot of kids in the area and is concerned about the safety.

Zoning Administrator Weck stated that Goodview Avenue is a collector street for the City, so it has been designed, per State aid standards, to handle that amount of traffic. He stated that the speed limit has already been dropped down to 30 MPH and cannot go any lower. He explained that when the road was redone, many of the residents did not want additional trails put along Goodview Avenue. He noted that there will be a stop sign at Goodwin Lane.

A man from the audience stated that an engineered stormwater pond is not the same as a wetland because it will not have the same habitat for wildlife as the natural wetland.

Mr. Spratt asked if the City had thought about how this development would affect the school.

City Administrator Linwood stated that the City cannot speak for the Forest Lake School District but noted that the superintendent is in touch with the City a few times a year to ask about new development so they can plan accordingly. He stated that the superintendent is aware of this application for development and his understanding is that the district is looking for additional enrollment.

Ms. Hudd stated that she thinks all of her neighbors feel the same way and do not want this development to happen. She stated that despite their feelings, they understand that they really will not have a choice and asked when the earliest would be that they would see action start happening with this development.

Zoning Administrator Weck stated that there is a possibility for the developer to begin removal of trees during the winter months, but would not be doing much dirt work until spring.

**MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER NAUMANN, TO
CLOSE THE PUBLIC HEARING AT 7:35 PM.**

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

Commissioner Iverson asked where else the City had done a PUD.

Zoning Administrator Weck stated that both of the Heims Lake developments, Summerfields, Liberty Ponds, and all of the Thurnbeck Ponds were done as PUDs and noted that they are done fairly frequently.

Commissioner Iverson asked if he was correct that these lots were going to be approximately quarter-acre lots.

Zoning Administrator Weck confirmed that was their approximate size.

Commissioner Iverson stated that the surrounding area has 1 acre or more lot sizes. He asked if there was a similar situation in the other examples that he had cited.

Zoning Administrator Weck stated that the Hawk Meadow development was done as a PUD, but they are on well and septic, so they have a minimum of 1 acre lot sizes. He stated that Summerfields has similar lot sizes and setbacks but noted that those homes are going between \$350,000 and \$400,000.

Commissioner Iverson asked about the CUP standards and asked about #3 that says the landscape plans are to provide appropriate screening and distance from adjacent developments so it will not depreciate adjacent land value. He stated that the staff reports says that this standard has been met and asked for more details on the landscaping plans.

City Planner Lindquist stated that there is landscaping so there is some benefit to the plan, but in reality she feels the main point is that the adjoining parcels are other single family residential so that is not generally considered overly impactful, because it is a similar type of use. She noted that the applicant has included more landscaping along the rear of the lots on the south side and also noted that the tree removal to the east does not go all the way to the boundary so there will be still be some trees in that area that will provide some buffer from the adjoining properties.

Commissioner Iverson asked about #4 regarding the appearance not having an adverse effect on adjacent properties. He stated that with the removal of so many trees, he feels the appearance would change and does not understand how this condition has been met.

City Planner Lindquist stated that the appearance will change, but believes the position is that the City does not think urbanized development on this site, which was anticipated, will have an adverse impact on the adjoining properties. She stated that some of the owners may feel that it is not as desirable to be adjacent, but in terms of an actual measurable negative impact, the City does not anticipate any change in valuation to those properties because of this development.

Commissioner Iverson asked about #5 where it says that it is generally consistent with the zoning for this site.

City Planner Lindquist stated that this is referring to the R3 zoning and noted that the other option was to not do the smaller lots, but then there would not be the greenspace.

Commissioner Iverson asked about the pond that is adjacent to Lot #19 and whether there would be any impact.

City Planner Lindquist stated that there would not be any impact and explained that property was part of a wetland and is protected, so they will be avoiding it.

MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER NAUMANN, TO RECOMMEND APPROVAL OF THE CONDITIONAL USE PERMIT C-22-003 FOR A PLANNED UNIT DEVELOPMENT FOR KATIE'S GLEN, LOCATED AT GOODVIEW AVENUE BETWEEN 255TH AND 258TH STREETS FOR APPLICANT - POBUDA ENTERPRISES, PROPERTY ID NUMBER: 21.10140.00, WITH THE CONDITIONS AS OUTLINED IN THE REVISED STAFF REPORT.

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

MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER NAUMANN, TO RECOMMEND APPROVAL FOR A PLANNED UNIT DEVELOPMENT FOR KATIE'S GLEN, LOCATED AT GOODVIEW AVENUE BETWEEN 255TH AND 258TH STREETS FOR APPLICANT - POBUDA ENTERPRISES, PROPERTY ID NUMBER: 21.10140.00, WITH THE CONDITIONS AS OUTLINED IN THE REVISED STAFF REPORT.

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

MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER NAUMANN, TO RECOMMEND APPROVAL PRELIMINARY PLAT: D-22-016 KATIE'S GLEN, LOCATED AT GOODVIEW AVENUE BETWEEN 255TH AND 258TH STREETS FOR APPLICANT - POBUDA ENTERPRISES, PROPERTY ID NUMBER: 21.10140.00, WITH THE CONDITIONS AS OUTLINED IN THE REVISED STAFF REPORT.

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

Zoning Administrator Weck noted that this request will go before the City Council on December 20, 2022 for a final decision. He encouraged residents to include their e-mail address on the sign in sheet so he can send them copies of the most recent information that includes landscaping plan and other details of the proposal.

City Administrator Linwood noted that all of the information is available on the City's website along with pertinent City Codes.

NEW BUSINESS: NONE

OLD BUSINESS:

3. City of Wyoming Comprehensive Plan Update

Location: The City of Wyoming, MN

Applicant: The City of Wyoming, MN

Zoning Administrator Weck noted that the City had received some comments from the City of Columbus related to traffic and trail plans. He explained that they just wanted to ensure that the City will coordinate with the City of Columbus and noted that these comments have been forwarded to City Engineer Erichson.

MOTION BY COMMISSIONER WEST, SECONDED BY COMMISSIONER IVERSON, TO RECOMMEND ADOPTION OF THE COMPREHENSIVE PLAN UPDATE.

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

COMMUNICATIONS: NONE

UPDATES:

The Rosenbauer Temporary Structure; Impervious Surface Variance; and Site Plan Review were approved by the Council per the Planning Commission recommendations.

Zoning Administrator Weck stated that at the next meeting there is an application to rezone a few parcels on Heims Lake.

A MOTION WAS MADE BY COMMISSIONER NAUMANN, SECONDED BY COMMISSIONER WEST, TO ADJOURN THE DECEMBER 13, 2022 “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION AT 7:56 PM.

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

RESERVED FOR RECORDING DATA

RESOLUTION NO. 22-12-129

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR A PLANNED UNIT
DEVELOPMENT MASTER PLAN OF “KATIE’S GLEN”
AT
PROPERTY ID NUMBER 21.10140.00**

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

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

WHEREAS, WHEREAS, Brent Pobuda of Pobuda Enterprises, LLC has applied for a Conditional Use Permit for a Planned Unit Development Master Plan to allow the creation of a residential development consisting of thirty-nine (39) lots for single-family homes on the property legally described as:

The North 330 feet of the South 990 feet of the Southwest Quarter of the Northwest Quarter of Section 28, Township 33 North, Range 21 West, Chisago County, Minnesota.

AND

The North 330 feet of the South 660 feet of the Southwest Quarter of the Northwest Quarter of Section 28, Township 33 North, Range 21 West, Chisago County, Minnesota.

EXCEPT that port of the West 384.14 feet of the North 330.00 feet of the South 660.00 feet of the Southwest Quarter of the Northwest Quarter of said Section 28, which lies Southerly of a line described as follows:

Commencing at the Southwest corner of North 330.00 feet of the South 660.00 feet of the Southwest Quarter of said Northwest Quarter; thence on an assumed bearing of North 0 degrees 16 minutes 17 seconds West, along the West line of the North 330 feet of said South 660.00 feet 200.53 feet to the point of beginning; thence North 89 degrees 43 minutes 43 seconds East, 280.00 feet; thence easterly along a tangential curve concave to the South having a radius of 505.00 feet and a central angle of 12

degrees 31 minutes 25 seconds, 103.82 feet to the East line of the West 384.14 feet of the North 330.00 feet of said South 660.00 feet.

WHEREAS, on December 13, 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. The applicant shall submit a final landscape plan in compliance with Sec. 40 – 555 for staff review and approval prior to issuance of grading permit.

2. The development will comply with the following setback and lot dimension standards:

Single Family Dwellings

Ordinance Standards	Development Standards
Front Yard Setback	22 feet
Side Yard Setback	6 feet
Rear Yard Setback	31 feet
Minimum Lot Size	8,775 sq ft
Minimum Lot Width	62 feet
Minimum Lot Depth	131 feet
Bldg Height	Up to 35 feet

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 20th DAY OF DECEMBER, 2022.

Lisa Iverson, Mayor

ATTEST:

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

Robb Linwood, City Administrator

RESERVED FOR RECORDING DATA

RESOLUTION NO. 22-12-130

**RESOLUTION APPROVING THE PRELIMINARY PLAT OF
"KATIE'S GLEN"
AT
PROPERTY ID NUMBER 21.10140.00**

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

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

WHEREAS, Brent Pobuda of Pobuda Enterprises, LLC has applied for approval of the Preliminary Plat of Subdivision to allow the creation of a residential development consisting of thirty-nine (39) lots for single-family homes on the property legally described as:

The North 330 feet of the South 990 feet of the Southwest Quarter of the Northwest Quarter of Section 28, Township 33 North, Range 21 West, Chisago County, Minnesota.

AND

The North 330 feet of the South 660 feet of the Southwest Quarter of the Northwest Quarter of Section 28, Township 33 North, Range 21 West, Chisago County, Minnesota.

EXCEPT that port of the West 384.14 feet of the North 330.00 feet of the South 660.00 feet of the Southwest Quarter of the Northwest Quarter of said Section 28, which lies Southerly of a line described as follows:

Commencing at the Southwest corner of North 330.00 feet of the South 660.00 feet of the Southwest Quarter of said Northwest Quarter; thence on an assumed bearing of North 0 degrees 16 minutes 17 seconds West, along the West line of the North 330 feet of said South 660.00 feet 200.53 feet to the point of beginning; thence North 89 degrees 43 minutes 43 seconds East, 280.00 feet; thence easterly along a tangential curve concave to the South having a radius of 505.00 feet and a central angle of 12 degrees 31 minutes 25 seconds, 103.82 feet to the East line of the West 384.14 feet of the North 330.00 feet of said South 660.00 feet.

WHEREAS, on December 13, 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 requirements of Article III, Division 2, "The Preliminary Plat", as contained in the City of Wyoming Subdivision Ordinance have been complied with.

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

1. The Conditional Use Permit granting the proposed Planned Unit Development Overlay designation be approved.
2. All required local, state and/or federal permitting must be obtained.
3. Compliance with all Engineering Comments provided on the marked-up Plat drawings.
4. An NPDES permit will be required and compliance with all NPDES permit requirements will need to be confirmed. A SWPPP will be required consistent with NPDES permit requirements.
5. MPCA Sanitary Sewer and Minnesota Department of Health Watermain Extension Permits is required.
6. The applicant meet the park dedication requirements by providing \$70,200.00 in lieu of land dedication.
7. A sign plan be submitted illustrating the planned signage for the proposed roadway.
8. All appropriate permitting be obtained from the CLFLWD, including both a stormwater and erosion control permit.
9. All by laws, Property Owner's Association Articles of Incorporation, and Protective Covenants must be approved by the City Attorney and filed with the record plat. These covenants must be adhered to and cannot be changed without the approval of the City Council.
10. The developer shall submit a surety in the form of a cash deposit or letter of credit guaranteeing to complete the work in substantial compliance with the approved street, utility, grading, and drainage plans. The surety must remain in place until the site work is completed and approved by the city. The City Engineer must

approve the surety amount and the City Attorney must approve the terms if a letter of credit is used.

11. The developer enter into a Development Agreement, the terms and provision of which must be approved by the City Attorney, between the property owner, the developer, and the city, and must be executed prior to construction beginning on the improvements in the development.
12. The applicant shall apply for a Final Plat that substantially conforms to the Preliminary Plat per Sec. 32 – 51.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 20th DAY OF DECEMBER 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: December 16, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: City Administrator Linwood

Department: Administration

Reference: Long Term Plan Update

Method: New Business

Background Information:

Beyond the annual budget cycle and multi-year capital plan, city's need to identify long-term financial trends. Long-term financial planning involves projecting revenues, expenses, and key factors that have a financial impact on the organization. Understanding long-term trends and potential risk factors that may impact overall financial sustainability allows the finance officer to proactively address these issues. Going through a long-term financial planning process allows decision makers to focus on long-term objectives, encourages strategic thinking, and promotes overall awareness for financial literacy in an organization. Long-term financial planning creates commitment and motivation to provide a guide for decision-making.

The city of Wyoming council has made the commitment to long term financial planning and has received a long term plan previous to this iteration. The long term is a living document and a road map to empower the city council to make decisions for the short and long term of the city. For the iteration Abdo Financial has worked with city staff to compile the accompanying forecasted long-term plan that includes property tax, tax rate, cash balance and debt projections based on input from City staff. This projection incorporates estimates through December 31, 2027. This forecast was compiled in accordance with attestation standards established by the American Institute of Certified Public accountants.

Vicki Holthaus of Abdo Financial will be attending the meeting to present the updated long term plan to the city council.

Recommendation: The City Council accept the updated Long Term Plan for the City of Wyoming years 2022-2027.

CITY OF WYOMING, MINNESOTA
LONG TERM PLAN
Presented on December 20, 2022

Prepared by Abdo Financial Solutions, LLC.

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City of Wyoming, Minnesota
Long Term Plan
Table of Contents

	<u>Page No.</u>
Compilation Disclosure	5
Introductory Section	
Transmittal Letter	8
Financial Section	
Schedule of Property Taxes Levied and Tax Rates	12
Schedule of Annual Fund Cash Balances	14
Outstanding Debt Schedule	16
Transfer Schedule	19
Capital Improvement Plan	
Police Forfeiture 201	
Schedule of Planned Capital Outlay 2022 to 2027	20
Schedule of Projected Revenue, Expenditures and Debt	20
Police Impounds and Tows 202	
Schedule of Planned Capital Outlay 2022 to 2027	22
Schedule of Projected Revenue, Expenditures and Debt	22
Capital Equipment 401	
Schedule of Planned Capital Outlay 2022 to 2027	24
Schedule of Projected Revenue, Expenditures and Debt	26
Park Acquisition 404	
Schedule of Planned Capital Outlay 2022 to 2027	28
Schedule of Projected Revenue, Expenditures and Debt	28
Trail Development 405	
Schedule of Planned Capital Outlay 2022 to 2027	30
Schedule of Projected Revenue, Expenditures and Debt	30
MSA 407	
Schedule of Planned Capital Outlay 2022 to 2027	32
Schedule of Projected Revenue, Expenditures and Debt	32
Street Replacement 408	
Schedule of Planned Capital Outlay 2022 to 2027	34
Schedule of Projected Revenue, Expenditures and Debt	34
Capital Revolving 409	
Schedule of Planned Capital Outlay 2022 to 2027	36
Schedule of Projected Revenue, Expenditures and Debt	36
Gambling Proceeds 490	
Schedule of Planned Capital Outlay 2022 to 2027	38
Schedule of Projected Revenue, Expenditures and Debt	38
Water Utility Fund 601	
Schedule of Planned Capital Outlay 2022 to 2027	40
Statement of Cash Flows	40
Sewer Utility Fund 602	
Schedule of Planned Capital Outlay 2022 to 2027	42
Statement of Cash Flows	42
Surface Water Fund 651	
Schedule of Planned Capital Outlay 2022 to 2027	44
Statement of Cash Flows	44
Additional Graphical Analysis	46
Appendix	
Schedule of Property Taxes Levied and Tax Rates	58

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December 15, 2022

COMPILATION DISCLOSURE

Honorable Mayor and City Council
City of Wyoming
Wyoming, Minnesota

We have compiled the accompanying forecasted long-term plan that includes property tax, tax rate, cash balance and debt projections based on input from City staff. This projection incorporates estimates through December 31, 2027. This forecast was compiled in accordance with attestation standards established by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of forecast information that is the representation of management and does not include evaluation of the support for the assumptions underlying the forecast. We have not examined the forecast and, accordingly, do not express an opinion or any other form of assurance on the accompanying statements or assumptions. Furthermore, there will usually be differences between the forecasted and actual results because events and circumstances frequently do not occur as expected, and those differences may be material. We have no responsibility to update this report for events and circumstances occurring after the date of this report.

Sincerely,

ABDO FINANCIAL SOLUTIONS, LLC

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INTRODUCTORY SECTION

CITY OF WYOMING, MINNESOTA LONG TERM PLAN

Honorable Mayor and City Council
City of Wyoming
Wyoming, Minnesota

Introduction

We have prepared the attached 2022 - 2027 Long-term Financial Plan (the Plan) for the City that is intended to give a big picture view of the financial status of each fund as it stands currently and how forecasted assumptions will change the financial status five years from now. We have measured and projected operations, capital and debt for the City based on assumptions made by management.

Assumptions

The following assumptions have been used to calculate the projections in this report:

Interest earnings	1.00%
General Fund levy growth	5.00%
Governmental fund revenue growth	2.00%
Governmental fund expenditure growth	5.00%
Governmental funds debt term	15
Governmental funds debt term (NEW PROJECTIONS)	20
Governmental funds debt interest rate	3.00%
Governmental funds debt interest rate (NEW PROJECTIONS)	1.50%
Water Fund revenue growth	5.00%
Sewer Fund revenue growth	1.50%
Surface Water Fund revenue growth - assumptions based on Baker Tilly report	varies
Enterprise fund expense growth-except surface water-assumptions based on Baker Tilly report	3.00%
Tax capacity growth	1.50%
Population growth	1.00%
Median home value	\$ 353,200
Median home value growth	3.00%
Average new home value	\$ 353,200
Average new home value increase	5.00%
Number of homes built per year - 2021	30
Number of homes built per year - 2022 - 2027	25
Property tax class rate for residential	1.00%

Key Highlights

- The General fund tax levy is set to cover the cost of operations and is projected to increase 5 percent annually.
- The issuance of bonds is projected for Facilities in 2023 and 2025 and for Street Replacement in 2025. To repay these bonds, the first tax levy increase is projected in 2024, and 2026, respectively. An equipment certificate will be issued in 2025 for the Ladder #1 truck.
- The 2009A bond is fully repaid in 2025 and the reduction of this payment helps to offset the increase in tax levy for the 2023A bond issue.
- The 2015A bond is fully repaid in 2026 and the reduction of this payment helps to offset the increase in tax levy for the 2025 bond issue.
- Total taxes levied are projected to increase from \$4.4 million to \$7.7 million over the duration of this Plan. The anticipated increase in tax capacity will offset some of this increase in terms of future projected tax rate which is estimated at 37.88 percent in 2023 increasing to 53.24 percent in 2027.
- The Water and Sewer enterprise funds are as projected in the 2018 Rate Study as prepared by Baker Tilly. Annual review of the City's utility rates is strongly recommended to further analyze rates and ensure that adequate working capital and reserves are in place for future infrastructure needs.
- The Surface Water enterprise funds are as projected in the 2020 Stormwater Utility Study, as prepared by Baker Tilly.
- The total cash position of the city is projected to decrease from \$15.4 million (2021 actual) to \$10.7 million (2027 Estimated) as cash reserves are utilized for capital needs
- The city conducted a park and trail master plan in 2022. Currently, the long-term plan does not incorporate an annual tax levy to fund this plan. This may be addressed in future budget years.
- The city is currently waiting on the State of Minnesota regarding MSA. There is a possibility of an advance, so that may adjust the timing of projects. This may also adjust the transfer amount based on the actual costs, MSA and availability of funds in the capital revolving fund.

The Plan is based on several assumptions prepared by Management and should be revisited on an annual basis to ensure the assumptions align with specific performance.



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FINANCIAL SECTION

CITY OF WYOMING, MINNESOTA LONG TERM PLAN

City of Wyoming, Minnesota
Schedule of Property Taxes Levied and Tax Rates
For the Years Ended December 31, 2021 (Actual) and 2022 to 2027 (Estimated)

		2021 Actual Amounts	2022 Actual Amounts
Property Taxes Levied for General Purposes			
101	General	\$ 3,384,278	\$ 3,454,664
280	EDA	42,000	10,000
	<i>Subtotal</i>	<u>3,426,278</u>	<u>3,464,664</u>
Property Taxes Levied for Capital			
401	Capital Equipment	170,000	200,000
403	New Equipment		
404	Park Acquisition	-	-
405	Trail Development	-	-
407	MSA	-	-
408	Street Replacement	-	200,000
409	Capital Revolving	-	-
490	Gambling Proceeds	-	-
	<i>Subtotal</i>	<u>170,000</u>	<u>400,000</u>
Property Taxes Levied for Debt Service			
337	G.O. Imp Bonds 2009A	150,681	137,732
338	G.O. Imp Bonds 2015A	275,000	275,000
339	G.O. Imp Bonds 2016A	125,906	98,936
340	G.O. Imp Bonds 2018A	107,217	104,540
341	G.O. Imp Bonds 2020A	226,421	222,116
TBD	G.O. Imp Bonds 2025B (streets)	-	-
TBD	G.O. Imp Bonds 2023A	-	-
TBD	G.O. Imp Bonds 2025A	-	-
	<i>Subtotal</i>	<u>885,225</u>	<u>838,324</u>
Total Taxes Levied		<u>\$ 4,481,503</u>	<u>\$ 4,702,988</u>
Tax Capacity			
	Personal and Real Estate	\$ 10,277,068	\$ 10,677,473
	Estimated New Growth	-	88,300
	Adjusted net tax capacity	<u>\$ 10,277,068</u>	<u>\$ 10,765,773</u>
Tax Rates			
	General	33.34%	32.18%
	Proposed capital levies	1.65%	3.72%
	Scheduled debt levies	8.61%	7.79%
	Proposed debt levies	0.00%	0.00%
	Total City Levy Tax Rate	<u>43.61%</u>	<u>43.68%</u>
	Population	<u>8,132</u>	<u>8,213</u>
	Taxes per Capita	<u>\$ 551</u>	<u>\$ 573</u>
	Median Home Value	\$ 353,200	\$ 363,796
	Median Home Taxes (from city)	\$ 1,516	\$ 1,570
	% change from prior year \$'s	2.74%	3.52%
Tax Levy (\$)			
	General	\$ 3,426,278	\$ 3,464,664
	Proposed Capital	170,000	400,000
	Existing Debt	885,225	838,324
	Proposed Debt	-	-
Tax Levy (%)			
	General	76%	73%
	Proposed Capital	4%	9%
	Existing Debt	20%	18%
	Proposed Debt	0%	0%
General Fund Percentage Change in Levy (%)		<u>3.28%</u>	<u>2.08%</u>

2023	2024	2025	2026	2027
Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
\$ 3,630,153	\$ 3,811,661	\$ 4,002,244	\$ 4,202,356	\$ 4,412,474
10,000	42,000	42,000	42,000	42,000
3,640,153	3,853,661	4,044,244	4,244,356	4,454,474
265,729	250,000	300,000	300,000	300,000
10,000	25,000	25,000	25,000	25,000
-	-	-	-	-
-	-	-	-	-
300,000	500,000	600,000	650,000	700,000
-	175,000	200,000	204,000	208,080
-	-	-	-	-
575,729	775,000	925,000	975,000	1,025,000
136,674	133,430	-	-	-
250,000	230,000	233,777	-	-
102,685	100,813	104,191	147,249	-
101,862	104,435	101,599	109,264	89,866
223,061	223,901	224,636	225,265	225,790
-	-	-	371,204	367,705
-	1,227,133	727,469	1,078,274	1,190,477
-	-	-	304,500	367,705
814,282	2,019,712	1,391,672	2,235,756	2,241,543
\$ 5,030,164	\$ 6,648,372	\$ 6,360,916	\$ 7,455,112	\$ 7,721,017
\$ 13,098,652	\$ 13,295,132	\$ 13,494,559	\$ 13,696,977	\$ 13,902,432
181,015	278,366	380,584	487,913	600,609
\$ 13,279,667	\$ 13,573,498	\$ 13,875,143	\$ 14,184,890	\$ 14,503,041
27.41%	28.39%	29.15%	29.92%	30.71%
4.34%	5.71%	6.67%	6.87%	7.07%
6.13%	5.84%	4.79%	6.01%	4.71%
0.00%	9.04%	5.24%	9.75%	10.74%
37.88%	48.98%	45.84%	52.56%	53.24%
8,295	8,378	8,462	8,547	8,632
\$ 606	\$ 794	\$ 752	\$ 872	\$ 894
\$ 374,710	\$ 385,951	\$ 397,530	\$ 409,456	\$ 421,739
\$ 1,406	\$ 1,878	\$ 1,816	\$ 2,150	\$ 2,249
-10.42%	33.56%	-3.30%	18.41%	4.61%
\$ 3,640,153	\$ 3,853,661	\$ 4,044,244	\$ 4,244,356	\$ 4,454,474
575,729	775,000	925,000	975,000	1,025,000
814,282	792,578	664,203	481,778	315,656
-	1,227,133	727,469	1,753,978	1,925,887
71%	58%	64%	60%	58%
11%	12%	15%	13%	13%
16%	12%	10%	6%	4%
0%	18%	13%	24%	25%
5.08%	5.00%	5.00%	5.00%	5.00%

City of Wyoming, Minnesota
Schedule of Annual Fund Cash Balances
For the Years Ended December 31, 2021 (Actual) and 2022 to 2027 (Estimated)

		2021	2022
		Actual	Estimated
		Amounts	Amounts
GOVERNMENT-TYPE			
General Operations			
101	General	\$ 3,050,018	\$ 3,159,990
Special Revenue			
201	Police Forfeiture	17,402	27,157
202	Police Impounds & Tows	15,242	18,666
205	Police Department Donations	7,103	7,104
206	Public Safety Donations	2,178	2,178
280	EDA	195,437	175,550
285	Revolving Loan	22,248	22,198
490	Gambling Proceeds	70,825	96,850
Subtotal		330,435	349,702
Debt Service			
337	G.O. Imp Bonds 2009A	829,129	695,171
338	G.O. Imp Bonds 2015A	700,333	662,668
339	G.O. Imp Bonds 2016A	170,681	149,707
340	G.O. Imp Bonds 2018A	119,048	116,125
341	G.O. Imp Bonds 2020A	400,404	411,895
342	G.O. Imp Bonds 2023A	-	-
TBD	G.O. Imp Bonds 2025A	-	-
TBD	G.O. Imp Bonds 2025B	-	-
TBD	Equipment Certificate	-	-
370	TIF 3-1	-	(1,044)
Subtotal		2,219,595	2,034,522
Capital Projects			
401	Capital Equipment	181,646	218,158
403	Equipment Fund	6,800	6,800
404	Park Acquisition	229,449	275,254
405	Trail Development	5,425	10,069
407	MSA	666,629	647,353
408	Street Replacement	1,430,344	4,099,111
409	Capital Revolving	2,140,020	661,420
800-801	Escrow Fund	826,586	826,586
Subtotal		5,486,899	4,760,531
Total - Governmental-type Funds		11,086,947	10,304,744
BUSINESS-TYPE			
Enterprise Funds			
601	Water	1,482,845	1,453,672
602	Sewer	2,510,758	2,436,883
651	Surface Water	414,795	431,789
Total - Business-type Funds		4,408,398	4,322,344
Grand Total - City		\$ 15,495,345	\$ 14,627,088

* Cash balance is anticipated to grow based on market rates.

Trend Indicator

- Adequate for reserve levels
- Adequate as of prior year but balances decrease, watch
- Below targeted reserve levels and should have a plan to address
- The fund has events in the future that need addressing now

2023	2024	2025	2026	2027	
Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Trend
\$ 3,256,199	\$ 3,334,763	\$ 3,394,348	\$ 3,433,548	\$ 3,450,877	●
37,001	46,935	56,960	67,076	77,284	●
21,934	25,030	27,933	30,623	33,078	●
7,105	7,106	7,107	7,108	7,109	●
2,178	2,178	2,178	2,178	2,178	●
154,914	165,492	175,243	184,125	192,095	●
22,147	22,095	22,042	21,987	21,932	●
134,041	182,529	232,445	283,821	336,692	●
379,321	451,365	523,907	596,919	670,369	
563,549	415,669	-	-	-	●
597,596	510,417	420,284	71,596	71,596	●
133,912	112,851	96,951	121,050	(0)	●
112,640	108,918	104,626	100,415	79,371	●
428,431	444,957	461,468	477,958	538,723	●
-	392,349	451,990	837,886	1,008,006	●
-	-	-	17,677	35,187	●
-	-	-	14,500	32,010	●
			7,733	15,307	●
(1,088)	(1,133)	(1,179)	(1,179)	(1,179)	●
1,835,039	1,984,028	1,534,140	1,647,636	1,779,021	
439,089	494,450	746,944	828,674	1,016,067	●
6,800	6,800	6,800	6,800	6,800	●
322,386	370,878	420,760	472,064	524,824	●
14,852	19,776	24,844	30,061	35,430	●
630,906	617,376	606,853	599,432	595,206	●
3,357,691	3,438,310	955,839	2,079,979	121,732	●
14,368,034	1,186,715	7,582	211,658	421,854	●
826,586	826,586	826,586	826,586	826,586	●
17,725,726	4,625,025	963,421	2,291,636	543,587	
23,196,285	10,395,180	6,415,816	7,969,740	6,443,854	
1,510,364	1,541,276	1,602,855	1,692,202	1,866,420	●
2,179,350	2,039,939	1,840,917	1,626,017	1,663,861	●
501,083	566,786	633,834	702,212	771,903	●
4,190,796	4,148,001	4,077,606	4,020,430	4,302,185	
\$ 27,387,082	\$ 14,543,180	\$ 10,493,421	\$ 11,990,170	\$ 10,746,038	

City of Wyoming, Minnesota
Outstanding Debt Schedule
For the Years Ended December 31, 2021 (Actual) and 2022 to 2027 (Estimated)

Fund	Issue	Original Issue	Issue Date	Maturity Date	Interest Rate
GOVERNMENT-TYPE					
<i>General Obligation Bonds</i>					
337	G.O. Imp Bonds 2009A	\$ 3,955,000	9/15/2009	2/1/2025	2.00 - 5.50
338	G.O. Imp Bonds 2015A	3,235,000	9/15/2009	2/1/2026	2.00 - 5.50
339	G.O. Imp Bonds 2016A	1,125,000	10/20/2016	2/1/2027	0.85 - 1.75
340	G.O. Imp Bonds 2018A	1,495,000	7/19/2018	2/1/2034	3.00 - 3.25
341	G.O. Imp Bonds 2020A	3,495,000	7/16/2020	2/1/2036	2.00
	Total G.O. Bonds	<u>13,305,000</u>			
<i>Loan Payable</i>					
280	EDA Purchase of Land	<u>440,000</u>	11/1/2018	11/1/2029	6.50
POTENTIAL NEW DEBT					
<i>General Obligation Bonds</i>					
TBD	Street Replacement	4,700,000	7/1/2025	2/1/2041	3.00
TBD	Capital Revolving - Public Safety Building	13,990,000	05/01/2023	2/1/2043	3.6-5.25
TBD	Capital Revolving - City Hall	5,309,000	02/01/2025	2/1/2045	1.55 - 3.20
TBD	Equipment Certificate	1,600,000	02/01/2025	2/1/2035	3.00
	Total Potential General Obligation Bonds	<u>23,999,000</u>			
	Total Government-type	<u>37,304,000</u>			
BUSINESS-TYPE					
<i>General Obligation Revenue Bonds</i>					
601	G.O. Utility Revenue Bond, Series 2015B	2,670,000	11/12/2015	2/1/2036	0.75 - 3.10
601	G.O. Utility Revenue Bond, Series 2015A	427,915	6/30/2015	2/1/2026	3.00
602	G.O. Utility Revenue Bond, Series 2015A	1,097,085	6/30/2015	2/1/2026	3.00
	Total G.O. Revenue Bonds	<u>4,195,000</u>			
	Total All Funds	<u>\$ 41,499,000</u>			
Population					
Debt Per Capita - total					

	2021	2022	2023	2024	2025	2026	2027
	Actual Balance	Estimated Balance	Estimated Balance	Estimated Balance	Estimated Balance	Estimated Balance	Estimated Balance
% \$	1,320,000	\$ 1,005,000	\$ 685,000	\$ 350,000	\$ -	\$ -	\$ -
	1,735,000	1,410,000	1,075,000	730,000	370,000	-	-
	690,000	580,000	470,000	355,000	240,000	120,000	-
	1,330,000	1,245,000	1,160,000	1,070,000	980,000	880,000	780,000
	3,495,000	3,290,000	3,085,000	2,875,000	2,660,000	2,440,000	2,215,000
	8,570,000	7,530,000	6,475,000	5,380,000	4,250,000	3,440,000	2,995,000
	204,534	180,954	156,432	130,933	104,417	77,377	49,803
	-	-	-	-	4,700,000	4,386,667	4,073,333
	-	-	13,990,000	13,990,000	13,990,000	13,675,000	12,630,000
	-	-	-	-	5,309,000	4,955,067	4,247,200
	-	-	-	-	1,600,000	1,493,333	1,386,667
	-	-	13,990,000	13,990,000	25,599,000	24,510,067	22,337,200
	8,774,534	7,710,954	20,621,432	19,500,933	29,953,417	28,027,443	25,382,003
	2,110,000	1,990,000	1,870,000	1,745,000	1,620,000	1,490,000	1,360,000
	231,492	188,000	143,104	96,806	49,105	-	-
	593,508	482,000	366,896	248,194	125,895	-	-
	2,935,000	2,660,000	2,380,000	2,090,000	1,795,000	1,490,000	1,360,000
\$	11,709,534	\$ 10,370,954	\$ 23,001,432	\$ 21,590,933	\$ 31,748,417	\$ 29,517,443	\$ 26,742,003
	8,132	8,213	8,295	8,378	8,462	8,547	8,632
	1,440	1,263	2,773	2,577	3,752	3,454	3,098

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City of Wyoming, Minnesota
Transfer Schedule
For the Years Ended December 31, 2021 (Actual) and 2022 to 2027 (Estimated)

Fund	2021 Actual	2022 Estimated	2023 Estimated	2024 Estimated	2025 Estimated	2026 Estimated	2027 Estimated
Transfers In							
101 General	\$ 4,859	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
201 Police Forfeiture	-	-	-	-	-	-	-
202 Police Impounds & Tows	-	-	-	-	-	-	-
205 Police Department Donations	-	-	-	-	-	-	-
206 Public Safety Donations	-	-	-	-	-	-	-
280 EDA	-	-	-	-	-	-	-
285 Revolving Loan	-	-	-	-	-	-	-
337 G.O. Imp Bonds 2009A	-	-	-	-	-	-	-
338 G.O. Imp Bonds 2015A	-	-	-	-	-	-	-
339 G.O. Imp Bonds 2016A	-	-	-	-	-	-	-
340 G.O. Imp Bonds 2018A	-	-	-	-	-	-	-
341 G.O. Imp Bonds 2020A	-	-	-	-	-	-	-
370 TIF 3-1	-	-	-	-	-	-	-
401 Capital Equipment	-	-	-	-	-	-	-
404 Park Acquisition	-	20,000	10,000	-	-	-	-
405 Trail Development	-	-	-	-	-	-	-
407 MSA	-	-	-	-	-	-	-
408 Street Replacement	-	1,500,000	-	-	118,578	-	-
409 Capital Revolving	-	-	-	-	-	-	-
490 Gambling Proceeds	-	-	-	-	-	-	-
601 Water	-	-	-	-	-	-	-
602 Sewer	-	-	-	-	-	-	-
651 Surface Water	250,000	-	-	-	-	-	-
Total Transfers In	254,859	1,520,000	10,000	-	118,578	-	-
Transfers Out							
101 General	-	-	-	-	-	-	-
201 Police Forfeiture	-	-	-	-	-	-	-
202 Police Impounds & Tows	-	-	-	-	-	-	-
205 Police Department Donations	-	-	-	-	-	-	-
206 Public Safety Donations	-	-	-	-	-	-	-
280 EDA	-	-	-	-	-	-	-
285 Revolving Loan	-	-	-	-	-	-	-
337 G.O. Imp Bonds 2009A	-	-	-	-	118,578	-	-
338 G.O. Imp Bonds 2015A	-	-	-	-	-	-	-
339 G.O. Imp Bonds 2016A	-	-	-	-	-	-	-
340 G.O. Imp Bonds 2018A	-	-	-	-	-	-	-
341 G.O. Imp Bonds 2020A	-	-	-	-	-	-	-
370 TIF 3-1	-	-	-	-	-	-	-
401 Capital Equipment	4,859	-	-	-	-	-	-
404 Park Acquisition	-	-	-	-	-	-	-
405 Trail Development	-	-	-	-	-	-	-
407 MSA	-	-	-	-	-	-	-
408 Street Replacement	-	-	-	-	-	-	-
409 Capital Revolving	250,000	1,500,000	-	-	-	-	-
490 Gambling Proceeds	-	20,000	10,000	-	-	-	-
601 Water	-	-	-	-	-	-	-
602 Sewer	-	-	-	-	-	-	-
651 Surface Water	-	-	-	-	-	-	-
Total Transfers Out	254,859	1,520,000	10,000	-	118,578	-	-
Net Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City of Wyoming, Minnesota
Capital Improvement Plan - Police Forfeiture Fund 201
Schedule of Planned Capital Outlay 2022 to 2027

Department	Year to Replace	Item	Cost	2022	2023
				Estimated Amounts	Estimated Amounts
Currently No Items Identified			\$	- \$	- \$
				\$	- \$

City of Wyoming, Minnesota
Capital Improvement Plan - Police Forfeiture Fund 201
Schedule of Projected Revenue, Expenditures and Debt

Capital Project Fund Projected Activity				2021	2022	2023
				Actual	Estimated	Estimated
Revenues						
Property taxes				\$ -	\$ -	\$ -
Interest on investments				(38)	174	272
Charges for services				-	-	-
Miscellaneous				-	-	-
Total Revenues				<u>(38)</u>	<u>174</u>	<u>272</u>
Expenditures						
Current						
Police				411	419	427
Capital outlay						
Police				6,989	-	-
Total Expenditures				<u>7,400</u>	<u>419</u>	<u>427</u>
Excess (Deficiency) of Revenues						
Over (Under) Expenditures				<u>(7,438)</u>	<u>(245)</u>	<u>(156)</u>
Other Financing Sources (Uses)						
Transfers in				-	-	-
Transfer out				-	-	-
Bond proceeds				-	-	-
Sale of Fixed Asset				-	10,000	10,000
Total Other Financing Sources				<u>-</u>	<u>10,000</u>	<u>10,000</u>
Net Change in Fund Balances				<u>(7,438)</u>	<u>9,755</u>	<u>9,844</u>
Cash Balances January 1				<u>24,840</u>	<u>17,402</u>	<u>27,157</u>
Cash Balances, December 31				<u>\$ 17,402</u>	<u>\$ 27,157</u>	<u>\$ 37,001</u>

2024	2025	2026	2027
Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -

Capital Project Fund Projected Activity			
2024	2025	2026	2027
Estimated	Estimated	Estimated	Estimated
\$ -	\$ -	\$ -	\$ -
370	469	570	671
-	-	-	-
-	-	-	-
370	469	570	671
436	445	454	463
-	-	-	-
436	445	454	463
(66)	25	116	208
-	-	-	-
-	-	-	-
-	-	-	-
10,000	10,000	10,000	10,000
10,000	10,000	10,000	10,000
9,934	10,025	10,116	10,208
37,001	46,935	56,960	67,076
\$ 46,935	\$ 56,960	\$ 67,076	\$ 77,284

City of Wyoming, Minnesota
Capital Improvement Plan - Police Impounds & Tows Fund 202
Schedule of Planned Capital Outlay 2022 to 2027

Department	Year to Replace	Item	Cost	2022	2023
				Estimated Amounts	Estimated Amounts
Currently No Items Identified				\$ -	\$ -

City of Wyoming, Minnesota
Capital Improvement Plan - Police Impounds & Tows Fund 202
Schedule of Projected Revenue, Expenditures and Debt

Capital Project Fund Projected Activity				2021	2022	2023
				Actual	Estimated	Estimated
Revenues						
Property taxes				\$ -	\$ -	\$ -
Interest on investments				(28)	152	187
Charges for services				11,533	11,764	11,999
Miscellaneous				-	-	-
Total Revenues				11,505	11,916	12,186
Expenditures						
Current						
Police				8,088	8,492	8,917
Capital outlay						
Police				287	-	-
Total Expenditures				8,375	8,492	8,917
Excess (Deficiency) of Revenues Over (Under) Expenditures				3,130	3,424	3,269
Other Financing Sources (Uses)						
Transfers in				-	-	-
Transfer out				-	-	-
Bond proceeds				-	-	-
Sale of Fixed Asset				-	-	-
Total Other Financing Sources				-	-	-
Net Change in Fund Balances				3,130	3,424	3,269
Cash Balances January 1				12,112	15,242	18,666
Cash Balances, December 31				\$ 15,242	\$ 18,666	\$ 21,934

2024	2025	2026	2027
Estimated	Estimated	Estimated	Estimated
Amounts	Amounts	Amounts	Amounts
\$ -	\$ -	\$ -	\$ -

Capital Project Fund Projected Activity

2024	2025	2026	2027
Estimated	Estimated	Estimated	Estimated
\$ -	\$ -	\$ -	\$ -
219	250	279	306
12,239	12,484	12,733	12,988
-	-	-	-
12,458	12,734	13,013	13,294
9,363	9,831	10,323	10,839
-	-	-	-
9,363	9,831	10,323	10,839
3,095	2,903	2,690	2,456
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
3,095	2,903	2,690	2,456
21,934	25,030	27,933	30,623
\$ 25,030	\$ 27,933	\$ 30,623	\$ 33,078

City of Wyoming, Minnesota
Capital Improvement Plan - Capital Equipment Fund 401
Schedule of Planned Capital Outlay 2022 to 2027

Department	Year to Replace	Item	Cost	2022
				Estimated Amounts
Administration	2026	Server	35,000	-
Administration	2023	Datto - Cloud Backup server	15,000	-
Administration	2026	Computer replacement	5,000	-
Building	2024	Inspection vehicle #1 (50% of Squad 201)	25,000	-
Building	2026	Building department computers	10,000	-
Fire	2022	800 MHz Radios	30,000	30,000
Fire	2023	800 MHz Radios	30,000	-
Fire	2024	800 MHz Radios	30,000	-
Fire	2025	800 MHz Radios	30,000	-
Fire	2026	800 MHz Radios	40,000	-
Fire	2027	800 MHz Radios	30,000	-
Fire	2024	Tires	10,000	-
Fire	2025	Ladder #1	1,600,000	-
Fire	2023	2000 Fire Truck/Replace Brine Tank #926	29,000	-
Fire	2027	UTV 1	40,000	-
Parks	2022	Parks	25,000	25,000
Parks	2023	Parks	25,000	-
Parks	2024	Parks	25,000	-
Parks	2025	Parks	25,000	-
Parks	2026	Parks	25,000	-
Parks	2027	Parks	25,000	-
Police	2022	Squad 202	47,000	47,000
Police	2022	Squad 207	47,000	47,000
Police	2023	Squad 203	66,000	-
Police	2026	Squad 203	68,000	-
Police	2026	Squad 201	70,000	-
Police	2024	Squad 205	64,000	-
Police	2025	Squad 202	66,000	-
Police	2025	Squad 207	66,000	-
Police	2025	Squad 204	66,000	-
Police	2024	Squad 2411	64,000	-
Police	2027	Squad 2709	70,000	-
Police	2022	Server/computers	14,500	14,500
Police	2023	Server/computers	14,500	-
Police	2024	Server/computers	15,000	-
Police	2025	Server/computers	15,000	-
Police	2026	Server/computers	15,000	-
Police	2027	Server/computers	15,000	-
Public Works	2023	Bobcat attachment	10,000	-
Public Works	2025	Bobcat attachment	10,000	-
Public Works	2027	#919 Vermeer Wood Chipper	60,000	-
Public Works	2022	Hot Patch Trailer	18,000	18,000
Public Works	2022	Plow truck #918	250,000	250,000
Public Works	2022	Plow truck tandem #917	50,000	50,000
Public Works	2023	Plow truck tandem #917	50,000	-
Public Works	2023	2008 Mack Truck	75,000	-
Public Works	2024	2008 Mack Truck	225,000	-
Public Works	2023	2012 Pickup	55,000	-
Public Works	2024	2009 Skidsteer	70,000	-
Public Works	2027	2012 Cat 924K Loader	175,000	-
Public Works	2025	2002 John Deers Tractor	110,000	-
Public Works	2026	2011 Freightliner	300,000	-
Public Works	2027	2017 Ford F350 Pickup #924	55,000	-
				<u>\$ 481,500</u>

2023	2024	2025	2026	2027
Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
-	-	-	35,000	-
15,000	-	-	-	-
-	-	-	5,000	-
-	25,000	-	-	-
-	-	-	10,000	-
-	-	-	-	-
30,000	-	-	-	-
-	30,000	-	-	-
-	-	30,000	-	-
-	-	-	40,000	-
-	-	-	-	30,000
-	10,000	-	-	-
-	-	1,600,000	-	-
29,000	-	-	-	-
-	-	-	-	40,000
-	-	-	-	-
25,000	-	-	-	-
-	25,000	-	-	-
-	-	25,000	-	-
-	-	-	25,000	-
-	-	-	-	25,000
-	-	-	-	-
-	-	-	-	-
66,000	-	-	-	-
-	-	-	68,000	-
-	-	-	70,000	-
-	64,000	-	-	-
-	-	66,000	-	-
-	-	66,000	-	-
-	-	66,000	-	-
-	64,000	-	-	-
-	-	-	-	70,000
-	-	-	-	-
14,500	-	-	-	-
-	15,000	-	-	-
-	-	15,000	-	-
-	-	-	15,000	-
-	-	-	-	15,000
10,000	-	-	-	-
-	-	10,000	-	-
-	-	-	-	60,000
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
50,000	-	-	-	-
75,000	-	-	-	-
-	225,000	-	-	-
55,000	-	-	-	-
-	70,000	-	-	-
-	-	-	-	175,000
-	-	110,000	-	-
-	-	-	300,000	-
-	-	-	-	55,000
\$ 369,500	\$ 528,000	\$ 1,988,000	\$ 568,000	\$ 470,000

City of Wyoming, Minnesota
Capital Improvement Plan - Capital Equipment Fund 401
Schedule of Projected Revenue, Expenditures and Debt

Capital Project Fund Projected Activity		
	2021 Actual	2022 Estimated
Revenues		
Property taxes	\$ 170,000	\$ 200,000
Interest on investments	1,453	1,816
Intergovernmental revenue	309,996	316,196
Miscellaneous	-	-
Total Revenues	481,449	518,012
Expenditures		
Payment on advance from other funds	-	47,179
Other Expenses	-	-
Capital outlay		
Administration	334,695	-
Building	-	-
Fire	-	30,000
Parks	-	25,000
Police	206,661	108,500
Public Works	514,362	318,000
Total Expenditures	1,055,718	481,500
Excess (Deficiency) of Revenues Over (Under) Expenditures	(574,269)	36,512
Other Financing Sources (Uses)		
Transfers in	-	-
Transfer out	(4,859)	-
Bond proceeds	-	-
Sale of Fixed Asset	1,739	-
Total Other Financing Sources	(3,120)	-
Net Change in Fund Balances	(577,389)	36,512
Cash Balances January 1	759,035	181,646
Cash Balances, December 31	\$ 181,646	\$ 218,158

Capital Project Fund Projected Activity

2023	2024	2025	2026	2027
Estimated	Estimated	Estimated	Estimated	Estimated
\$ 265,729	\$ 250,000	\$ 300,000	\$ 300,000	\$ 300,000
2,182	4,391	4,944	7,469	8,287
322,520	328,970	335,550	342,261	349,106
-	-	-	-	-
590,430	583,361	640,494	649,730	657,393
47,179	-	-	-	-
-	-	-	-	-
15,000	-	-	40,000	-
-	25,000	-	10,000	-
59,000	40,000	1,630,000	40,000	70,000
25,000	25,000	25,000	25,000	25,000
80,500	143,000	213,000	153,000	85,000
190,000	295,000	120,000	300,000	290,000
369,500	528,000	1,988,000	568,000	470,000
220,930	55,361	(1,347,506)	81,730	187,393
-	-	-	-	-
-	-	-	-	-
-	-	1,600,000	-	-
-	-	-	-	-
-	-	1,600,000	-	-
220,930	55,361	252,494	81,730	187,393
218,158	439,089	494,450	746,944	828,674
\$ 439,089	\$ 494,450	\$ 746,944	\$ 828,674	\$ 1,016,067

City of Wyoming, Minnesota
Capital Improvement Plan - Park Acquisition Fund 404
Schedule of Planned Capital Outlay 2022 to 2027

			2022		2023
Department	Year to Replace	Item	Cost	Estimated Amounts	Estimated Amounts
Park	2022	Parks	20,000	20,000	-
Park	2023	Parks	20,000	-	20,000
Park	2024	Parks	25,000	-	-
Park	2025	Parks	25,000	-	-
Park	2026	Parks	25,000	-	-
Park	2027	Parks	25,000	-	-
				<u>\$ 20,000</u>	<u>\$ 20,000</u>

City of Wyoming, Minnesota
Capital Improvement Plan - Park Acquisition Fund 404
Schedule of Projected Revenue, Expenditures and Debt

Capital Project Fund Projected Activity				2021	2022	2023
				Actual	Estimated	Estimated
Revenues						
Property taxes				\$ -	\$ -	\$ 10,000
Interest on investments				(215)	2,294	2,753
Intergovernmental revenue				-	-	-
Miscellaneous				362,584	43,510	44,380
Total Revenues				<u>362,369</u>	<u>45,805</u>	<u>57,133</u>
Expenditures						
Capital outlay						
Culture and recreation				261,063	20,000	20,000
Total Expenditures				<u>261,063</u>	<u>20,000</u>	<u>20,000</u>
Excess (Deficiency) of Revenues						
Over (Under) Expenditures				<u>101,306</u>	<u>25,805</u>	<u>37,133</u>
Other Financing Sources (Uses)						
Transfers in				-	20,000	10,000
Transfer out				-	-	-
Bond proceeds				-	-	-
Sale of Fixed Asset				-	-	-
Total Other Financing Sources				<u>-</u>	<u>20,000</u>	<u>10,000</u>
Net Change in Fund Balances				<u>101,306</u>	<u>45,805</u>	<u>47,133</u>
Cash Balances January 1				<u>128,143</u>	<u>229,449</u>	<u>275,254</u>
Cash Balances, December 31				<u>\$ 229,449</u>	<u>\$ 275,254</u>	<u>\$ 322,386</u>

2024	2025	2026	2027
Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
-	-	-	-
-	-	-	-
25,000	-	-	-
-	25,000	-	-
-	-	25,000	-
-	-	-	25,000
\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000

Capital Project Fund Projected Activity			
2024	2025	2026	2027
Estimated	Estimated	Estimated	Estimated
\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
3,224	3,709	4,208	4,721
-	-	-	-
45,268	46,173	47,097	48,039
73,492	74,882	76,304	77,759
25,000	25,000	25,000	25,000
25,000	25,000	25,000	25,000
48,492	49,882	51,304	52,759
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
48,492	49,882	51,304	52,759
322,386	370,878	420,760	472,064
\$ 370,878	\$ 420,760	\$ 472,064	\$ 524,824

City of Wyoming, Minnesota
Capital Improvement Plan - Trail Development Fund 405
Schedule of Planned Capital Outlay 2022 to 2027

Department	Year to Replace	Item	Cost	2022	2023
				Estimated Amounts	Estimated Amounts
Currently No Items Identified			\$ -	\$ -	\$ -
				\$ -	\$ -

City of Wyoming, Minnesota
Capital Improvement Plan - Trail Development Fund 405
Schedule of Projected Revenue, Expenditures and Debt

Capital Project Fund Projected Activity				2021	2022	2023
				Actual	Estimated	Estimated
Revenues						
Property taxes				\$ -	\$ -	\$ -
Interest on investments				(3)	54	101
Intergovernmental revenue				-	-	-
Miscellaneous				4,500	4,590	4,682
Total Revenues				<u>4,497</u>	<u>4,644</u>	<u>4,782</u>
Expenditures						
Capital outlay				-	-	-
Total Expenditures				<u>-</u>	<u>-</u>	<u>-</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures				<u>4,497</u>	<u>4,644</u>	<u>4,782</u>
Other Financing Sources (Uses)						
Transfers in				-	-	-
Transfer out				-	-	-
Bond proceeds				-	-	-
Sale of Fixed Asset				-	-	-
Total Other Financing Sources				<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balances				<u>4,497</u>	<u>4,644</u>	<u>4,782</u>
Cash Balances January 1				<u>928</u>	<u>5,425</u>	<u>10,069</u>
Cash Balances, December 31				<u>\$ 5,425</u>	<u>\$ 10,069</u>	<u>\$ 14,852</u>

2024	2025	2026	2027
Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -

Capital Project Fund Projected Activity

2024	2025	2026	2027
Estimated	Estimated	Estimated	Estimated
\$ -	\$ -	\$ -	\$ -
149	198	248	301
-	-	-	-
4,775	4,871	4,968	5,068
4,924	5,069	5,217	5,368
-	-	-	-
-	-	-	-
4,924	5,069	5,217	5,368
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
4,924	5,069	5,217	5,368
14,852	19,776	24,844	30,061
\$ 19,776	\$ 24,844	\$ 30,061	\$ 35,430

City of Wyoming, Minnesota
Capital Improvement Plan - MSA Fund 407
Schedule of Planned Capital Outlay 2022 to 2027

Department	Year to Replace	Item	Cost	2022	2023
				Estimated Amounts	Estimated Amounts
Public Works	2022	Crack filling seal coating	177,000	177,000	-
Public Works	2023	Crack filling seal coating	177,000	-	177,000
Public Works	2024	Crack filling seal coating	177,000	-	-
Public Works	2025	Crack filling seal coating	177,000	-	-
Public Works	2026	Crack filling seal coating	177,000	-	-
Public Works	2027	Crack filling seal coating	177,000	-	-
				<u>\$ 177,000</u>	<u>\$ 177,000</u>

City of Wyoming, Minnesota
Capital Improvement Plan - MSA Fund 407
Schedule of Projected Revenue, Expenditures and Debt

Capital Project Fund Projected Activity			
	2021 Actual	2022 Estimated	2023 Estimated
Revenues			
Property taxes	\$ -	\$ -	\$ -
Interest on investments	(2,094)	6,666	6,474
Intergovernmental revenue	148,096	151,058	154,079
Miscellaneous	-	-	-
Total Revenues	<u>146,002</u>	<u>157,724</u>	<u>160,553</u>
Expenditures			
Capital outlay	-	177,000	177,000
Total Expenditures	<u>-</u>	<u>177,000</u>	<u>177,000</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>146,002</u>	<u>(19,276)</u>	<u>(16,447)</u>
Other Financing Sources (Uses)			
Transfers in	-	-	-
Transfer out	-	-	-
Bond proceeds	-	-	-
Sale of Fixed Asset	-	-	-
Total Other Financing Sources	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balances	<u>146,002</u>	<u>(19,276)</u>	<u>(16,447)</u>
Cash Balances January 1	<u>520,627</u>	<u>666,629</u>	<u>647,353</u>
Cash Balances, December 31	<u>\$ 666,629</u>	<u>\$ 647,353</u>	<u>\$ 630,906</u>

2024	2025	2026	2027
Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
-	-	-	-
-	-	-	-
177,000	-	-	-
-	177,000	-	-
-	-	177,000	-
-	-	-	177,000
\$ 177,000	\$ 177,000	\$ 177,000	\$ 177,000

Capital Project Fund Projected Activity			
2024	2025	2026	2027
Estimated	Estimated	Estimated	Estimated
\$ -	\$ -	\$ -	\$ -
6,309	6,174	6,069	5,994
157,161	160,304	163,510	166,780
-	-	-	-
163,470	166,478	169,578	172,774
177,000	177,000	177,000	177,000
177,000	177,000	177,000	177,000
(13,530)	(10,522)	(7,422)	(4,226)
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
(13,530)	(10,522)	(7,422)	(4,226)
630,906	617,376	606,853	599,432
\$ 617,376	\$ 606,853	\$ 599,432	\$ 595,206

City of Wyoming, Minnesota
Capital Improvement Plan - Street Replacement Fund 408
Schedule of Planned Capital Outlay 2020 to 2027

Department	Year to Replace	Item	Cost	2022
				Estimated Amounts
Public Works	2023	East Viking Boulevard	2,821,500	-
Public Works	2023	East Viking Boulevard-Bridge	832,920	-
Public Works	2023	East Viking-(east of Polaris Gate) OVERLAY	155,000	-
Public Works	2023	264th Street / Fallbrook Avenue	747,720	-
Public Works	2024	250th Stop Light	250,000	-
Public Works	2024	Overlay	575,000	-
Public Works	2024	Overlay	150,000	-
Public Works	2025	Viking Roundabout	1,000,000	-
Public Works	2025	2025 Street Projects	2,430,960	-
Public Works	2025	Overlay	325,000	-
Public Works	2026	2026 Street Projects	4,755,240	-
Public Works	2027	Mill and overlay	3,199,560	-
				<u>\$ -</u>

City of Wyoming, Minnesota
Capital Improvement Plan - Street Replacement Fund 408
Schedule of Projected Revenue, Expenditures and Debt

Capital Project Fund Projected Activity			2021	2022
			Actual	Estimated
Revenues				
Property taxes			\$ -	\$ 200,000
Special assessments			119,855	121,795
Franchise fees				169,363
Interest on investments			(3,036)	14,303
Construction MSA			388,421	517,305
Main. MSA				146,000
Federal EDA Grant				-
MSA Advance				-
State Bridge Bond Financing			-	-
Total Revenues			<u>505,240</u>	<u>1,168,767</u>
Expenditures				
Other expenses			-	-
Capital outlay			1,930,665	-
Total Expenditures			<u>1,930,665</u>	<u>-</u>
Excess (Deficiency) of Revenues				
Over (Under) Expenditures			<u>(1,425,425)</u>	<u>1,168,767</u>
Other Financing Sources (Uses)				
Transfers in			-	1,500,000
Transfer out			(143,958)	-
Bond proceeds			-	-
Sale of Fixed Asset			-	-
Total Other Financing Sources			<u>(143,958)</u>	<u>1,500,000</u>
Net Change in Fund Balances			<u>(1,569,383)</u>	<u>2,668,767</u>
Cash Balances January 1			<u>2,999,727</u>	<u>1,430,344</u>
Cash Balances, December 31			<u>\$ 1,430,344</u>	<u>\$ 4,099,111</u>

2023	2024	2025	2026	2027
Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
2,821,500	-	-	-	-
832,920	-	-	-	-
155,000	-	-	-	-
747,720	-	-	-	-
-	250,000	-	-	-
-	575,000	-	-	-
-	150,000	-	-	-
-	-	1,000,000	-	-
-	-	2,430,960	-	-
-	-	325,000	-	-
-	-	-	4,755,240	-
-	-	-	-	3,199,560
<u>\$ 4,557,140</u>	<u>\$ 975,000</u>	<u>\$ 3,755,960</u>	<u>\$ 4,755,240</u>	<u>\$ 3,199,560</u>

Capital Project Fund Projected Activity				
2023	2024	2025	2026	2027
Estimated	Estimated	Estimated	Estimated	Estimated
\$ 300,000	\$ 500,000	\$ 600,000	\$ 650,000	\$ 700,000
91,393	84,305	81,391	80,684	79,977
290,337	291,737	293,137	293,137	294,537
40,991	33,577	34,383	9,558	20,800
146,000	146,000	146,000	146,000	146,000
2,635,000	-	-	-	-
312,000	-	-	-	-
<u>3,815,721</u>	<u>1,055,619</u>	<u>1,154,911</u>	<u>1,179,379</u>	<u>1,241,314</u>
-	-	-	-	-
4,557,140	975,000	3,755,960	4,755,240	3,199,560
<u>4,557,140</u>	<u>975,000</u>	<u>3,755,960</u>	<u>4,755,240</u>	<u>3,199,560</u>
<u>(741,419)</u>	<u>80,619</u>	<u>(2,601,049)</u>	<u>(3,575,861)</u>	<u>(1,958,246)</u>
-	-	118,578	-	-
-	-	-	-	-
-	-	-	4,700,000	-
-	-	-	-	-
-	-	118,578	4,700,000	-
<u>(741,419)</u>	<u>80,619</u>	<u>(2,482,471)</u>	<u>1,124,139</u>	<u>(1,958,246)</u>
<u>4,099,111</u>	<u>3,357,691</u>	<u>3,438,310</u>	<u>955,839</u>	<u>2,079,979</u>
<u>\$ 3,357,691</u>	<u>\$ 3,438,310</u>	<u>\$ 955,839</u>	<u>\$ 2,079,979</u>	<u>\$ 121,732</u>

City of Wyoming, Minnesota
Capital Improvement Plan - Capital Revolving Fund 409
Schedule of Planned Capital Outlay 2022 to 2027

Department	Year to Replace	Item	Cost	2022	2023
				Estimated Amounts	Estimated Amounts
Public Safety	2024	Public Safety	\$ 13,500,000	\$ -	-
City Hall	2025	City Hall	1,500,000	-	-
Public Works	2025	Public Works	5,200,000	-	-
				<u>\$ -</u>	<u>\$ -</u>

City of Wyoming, Minnesota
Capital Improvement Plan - Capital Revolving Fund 409
Schedule of Projected Revenue, Expenditures and Debt

Capital Project Fund Projected Activity			
	2021 Actual	2022 Estimated	2023 Estimated
Revenues			
Property taxes	\$ -	\$ -	\$ -
Interest on investments	(5,100)	21,400	6,614
Miscellaneous	-	-	-
Total Revenues	<u>(5,100)</u>	<u>21,400</u>	<u>6,614</u>
Expenditures			
Capital outlay	(47,148)	-	-
Total Expenditures	<u>(47,148)</u>	<u>-</u>	<u>-</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>42,048</u>	<u>21,400</u>	<u>6,614</u>
Other Financing Sources (Uses)			
Transfers in	-	-	-
Transfer out	(250,000)	(1,500,000)	-
Bond proceeds	-	-	13,700,000
Sale of Fixed Asset	-	-	-
Total Other Financing Sources	<u>(250,000)</u>	<u>(1,500,000)</u>	<u>13,700,000</u>
Net Change in Fund Balances	<u>(207,952)</u>	<u>(1,478,600)</u>	<u>13,706,614</u>
Cash Balances January 1	<u>2,347,972</u>	<u>2,140,020</u>	<u>661,420</u>
Cash Balances, December 31	<u>\$ 2,140,020</u>	<u>\$ 661,420</u>	<u>\$ 14,368,034</u>

2024	2025	2026	2027
Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
13,500,000	-	-	-
-	1,500,000	-	-
-	5,200,000	-	-
\$ 13,500,000	\$ 6,700,000	\$ -	\$ -

Capital Project Fund Projected Activity			
2024	2025	2026	2027
Estimated	Estimated	Estimated	Estimated
\$ 175,000	\$ 200,000	\$ 204,000	\$ 208,080
143,680	11,867	76	2,117
-	-	-	-
318,680	211,867	204,076	210,197
13,500,000	6,700,000	-	-
13,500,000	6,700,000	-	-
(13,181,320)	(6,488,133)	204,076	210,197
-	-	-	-
-	-	-	-
-	5,309,000	-	-
-	-	-	-
-	5,309,000	-	-
(13,181,320)	(1,179,133)	204,076	210,197
14,368,034	1,186,715	7,582	211,658
\$ 1,186,715	\$ 7,582	\$ 211,658	\$ 421,854

City of Wyoming, Minnesota
Capital Improvement Plan - Gambling Proceeds Fund 490
Schedule of Planned Capital Outlay 2022 to 2027

Department	Year to Replace	Item	Cost	2022	2023
				Estimated Amounts	Estimated Amounts
Currently No Items Identified			\$ -	\$ -	\$ -
				\$ -	\$ -

City of Wyoming, Minnesota
Capital Improvement Plan - Gambling Proceeds Fund 490
Schedule of Projected Revenue, Expenditures and Debt

Capital Project Fund Projected Activity			
	2021 Actual	2022 Estimated	2023 Estimated
Revenues			
Property taxes	\$ -	\$ -	\$ -
Interest on investments	(216)	708	968
Intergovernmental revenue	-	-	-
Miscellaneous	44,428	45,317	46,223
Total Revenues	<u>44,212</u>	<u>46,025</u>	<u>47,191</u>
Expenditures			
Capital outlay	85,870	-	-
Total Expenditures	<u>85,870</u>	<u>-</u>	<u>-</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(41,658)</u>	<u>46,025</u>	<u>47,191</u>
Other Financing Sources (Uses)			
Transfers in	-	-	-
Transfer out	-	(20,000)	(10,000)
Bond proceeds	-	-	-
Sale of Fixed Asset	-	-	-
Total Other Financing Sources	<u>-</u>	<u>(20,000)</u>	<u>(10,000)</u>
Net Change in Fund Balances	<u>(41,658)</u>	<u>26,025</u>	<u>37,191</u>
Cash Balances January 1	<u>112,483</u>	<u>70,825</u>	<u>96,850</u>
Cash Balances, December 31	<u>\$ 70,825</u>	<u>\$ 96,850</u>	<u>\$ 134,041</u>

2024	2025	2026	2027
Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -

Capital Project Fund Projected Activity

2024	2025	2026	2027
Estimated	Estimated	Estimated	Estimated
\$ -	\$ -	\$ -	\$ -
1,340	1,825	2,324	2,838
-	-	-	-
47,147	48,090	49,052	50,033
48,488	49,916	51,377	52,871
-	-	-	-
-	-	-	-
48,488	49,916	51,377	52,871
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
48,488	49,916	51,377	52,871
134,041	182,529	232,445	283,821
\$ 182,529	\$ 232,445	\$ 283,821	\$ 336,692

City of Wyoming, Minnesota
Capital Improvement Plan - Water Fund 601
Schedule of Planned Capital Outlay 2022 to 2027

Department	Year to Replace	Item	Cost	2022	2023
				Estimated Amounts	Estimated Amounts
Water	2022	Meter replacement program	50,000	50,000	-
Water	2022	Renew and replace	175,000	175,000	-
Water	2023	Renew and replace	165,695	-	165,695
Water	2024	Renew and replace	215,695	-	-
Water	2025	Renew and replace	215,695	-	-
Water	2026	Renew and replace	215,695	-	-
Water	2027	Renew and replace	215,695	-	-
				<u>\$ 225,000</u>	<u>\$ 165,695</u>

City of Wyoming, Minnesota
Capital Improvement Plan - Water Fund 601
Statement of Cash Flows

Enterprise Fund Projected Activity			
	2021 Actual	2022 Estimated	2023 Estimated
Cash Flows from Operating Activities			
Receipts from customers and users	\$ 692,304	\$ 726,919	\$ 763,265
Payments to suppliers and employees	(374,671)	(385,911)	(397,488)
Net Cash Provided (Used) by Operating Activities	<u>317,633</u>	<u>341,008</u>	<u>365,777</u>
Cash Flows from Noncapital Financing Activities			
Transfers in	-	-	-
Transfers out	-	-	-
Net Cash Provided (Used) by Noncapital Financing Activities	<u>-</u>	<u>-</u>	<u>-</u>
Cash Flows from Capital and Related Financing Activities			
Acquisition of capital assets	(50,556)	(225,000)	(165,695)
Connection charges	154,081	64,000	64,000
Intergovernmental revenue	14,091	-	-
Proceeds from bonds	-	-	-
New principal and Interest paid on debt	-	-	-
Existing principal on debt	(157,089)	(163,492)	(164,895)
Existing interest on debt	(64,631)	(60,517)	(57,032)
Net Cash Used by Capital and Related Financing Activities	<u>(104,104)</u>	<u>(385,010)</u>	<u>(323,622)</u>
Cash Flows From Investing Activities			
Investment earnings	(3,139)	14,828	14,537
Net Increase (Decrease) in Cash and Cash Equivalents	<u>210,390</u>	<u>(29,173)</u>	<u>56,692</u>
Cash and Cash Equivalents, January 1	<u>1,272,455</u>	<u>1,482,845</u>	<u>1,453,672</u>
Cash and Cash Equivalents, December 31	<u>\$ 1,482,845</u>	<u>\$ 1,453,672</u>	<u>\$ 1,510,364</u>

2024	2025	2026	2027
Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
-	-	-	-
-	-	-	-
-	-	-	-
215,695	-	-	-
-	215,695	-	-
-	-	215,695	-
-	-	-	215,695
\$ 215,695	\$ 215,695	\$ 215,695	\$ 215,695

Enterprise Fund Projected Activity			
2024	2025	2026	2027
Estimated	Estimated	Estimated	Estimated
\$ 801,428	\$ 841,500	\$ 883,575	\$ 927,754
(409,413)	(421,696)	(434,346)	(447,377)
392,015	419,804	449,228	480,377
-	-	-	-
-	-	-	-
-	-	-	-
(215,695)	(215,695)	(215,695)	(215,695)
64,000	64,000	64,000	64,000
-	-	-	-
-	-	-	-
-	-	-	-
(171,298)	(172,701)	(179,104)	(130,000)
(53,214)	(49,241)	(45,112)	(41,385)
(376,207)	(373,637)	(375,911)	(323,080)
15,104	15,413	16,029	16,922
30,912	61,580	89,346	174,219
1,510,364	1,541,276	1,602,855	1,692,202
\$ 1,541,276	\$ 1,602,855	\$ 1,692,202	\$ 1,866,420

City of Wyoming, Minnesota
Capital Improvement Plan - Sewer Fund 602
Schedule of Planned Capital Outlay 2022 to 2027

Department	Year to Replace	Item	Cost	2022	2023
				Estimated Amounts	Estimated Amounts
Sewer	2022	CLJSTC	110,664	110,664	-
Sewer	2022	Lift station #5 (Glen Oak/262nd)	60,000	60,000	-
Sewer	2022	Renew and replace	164,000	164,000	-
Sewer	2023	CLJSTC	224,808	-	224,808
Sewer	2023	Lift station #3 (Freeport Dead End)	60,000	-	60,000
Sewer	2023	Renew and replace	222,297	-	222,297
Sewer	2024	CLJSTC	93,148	-	-
Sewer	2024	Renew and replace	282,297	-	-
Sewer	2025	CLJSTC	139,896	-	-
Sewer	2025	Renew and replace	282,297	-	-
Sewer	2026	CLJSTC	139,896	-	-
Sewer	2026	Renew and replace	282,297	-	-
Sewer	2027	Renew and replace	282,297	-	-
				<u>\$ 334,664</u>	<u>\$ 507,105</u>

City of Wyoming, Minnesota
Capital Improvement Plan - Sewer Fund 602
Statement of Cash Flows

Enterprise Fund Projected Activity			
	2021 Actual	2022 Estimated	2023 Estimated
Cash Flows from Operating Activities			
Receipts from customers and users	\$ 1,245,291	\$ 1,263,970	\$ 1,282,930
Payments to suppliers and employees	(946,261)	(974,649)	(1,003,888)
Net Cash Provided (Used) by Operating Activities	<u>299,030</u>	<u>289,322</u>	<u>279,042</u>
Cash Flows from Noncapital Financing Activities			
Transfers in	-	-	-
Transfers out	-	-	-
Receipt on advance to other funds	-	-	-
Net Cash Provided (Used) by Noncapital Financing Activities	<u>-</u>	<u>-</u>	<u>-</u>
Cash Flows from Capital and Related Financing Activities			
Acquisition of capital assets	(1,294,744)	(334,664)	(507,105)
Connection charges	4,550	74,000	74,000
Intergovernmental revenue	12,500	-	-
Proceeds from bonds	-	-	-
New principal and Interest paid on debt	-	-	-
Existing principal on debt	(107,911)	(111,508)	(115,105)
Existing interest on debt	(19,424)	(16,133)	(12,733)
Net Cash Used by Capital and Related Financing Activities	<u>(1,405,029)</u>	<u>(388,304)</u>	<u>(560,943)</u>
Cash Flows From Investing Activities			
Investment earnings	(2,447)	25,108	24,369
Net Increase (Decrease) in Cash and Cash Equivalents	<u>(1,108,446)</u>	<u>(73,875)</u>	<u>(257,533)</u>
Cash and Cash Equivalents, January 1	<u>3,619,204</u>	<u>2,510,758</u>	<u>2,436,883</u>
Cash and Cash Equivalents, December 31	<u>\$ 2,510,758</u>	<u>\$ 2,436,883</u>	<u>\$ 2,179,350</u>

2024	2025	2026	2027
Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
93,148	-	-	-
282,297	-	-	-
-	139,896	-	-
-	282,297	-	-
-	-	139,896	-
-	-	282,297	-
-	-	-	282,297
\$ 375,445	\$ 422,193	\$ 422,193	\$ 282,297

Enterprise Fund Projected Activity			
2024	2025	2026	2027
Estimated	Estimated	Estimated	Estimated
\$ 1,302,174	\$ 1,321,706	\$ 1,341,532	\$ 1,361,655
(1,034,005)	(1,065,025)	(1,096,976)	(1,129,885)
268,169	256,681	244,556	231,770
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
(375,445)	(422,193)	(422,193)	(282,297)
74,000	74,000	74,000	74,000
-	-	-	-
-	-	-	-
-	-	-	-
(118,702)	(122,299)	(125,896)	-
(9,226)	(5,611)	(3,777)	(1,888)
(429,373)	(476,103)	(477,866)	(210,185)
21,793	20,399	18,409	16,260
(139,411)	(199,022)	(214,900)	37,845
2,179,350	2,039,939	1,840,917	1,626,017
\$ 2,039,939	\$ 1,840,917	\$ 1,626,017	\$ 1,663,861

City of Wyoming, Minnesota
Capital Improvement Plan - Surface Water Fund 651
Schedule of Planned Capital Outlay 2022 to 2027

Department	Year to Replace	Item	Cost	2022	2023
				Estimated Amounts	Estimated Amounts
Surface Water	2022	Pond Dredging/Water Ruse projects	40,000	40,000	-
Surface Water	2023	Pond Dredging/Water Ruse projects	40,000	-	40,000
Surface Water	2024	Pond Dredging/Water Ruse projects	45,000	-	-
Surface Water	2025	Pond Dredging/Water Ruse projects	45,000	-	-
Surface Water	2026	Pond Dredging/Water Ruse projects	45,000	-	-
Surface Water	2027	Pond Dredging/Water Ruse projects	45,000	-	-
				<u>\$ 40,000</u>	<u>\$ 40,000</u>

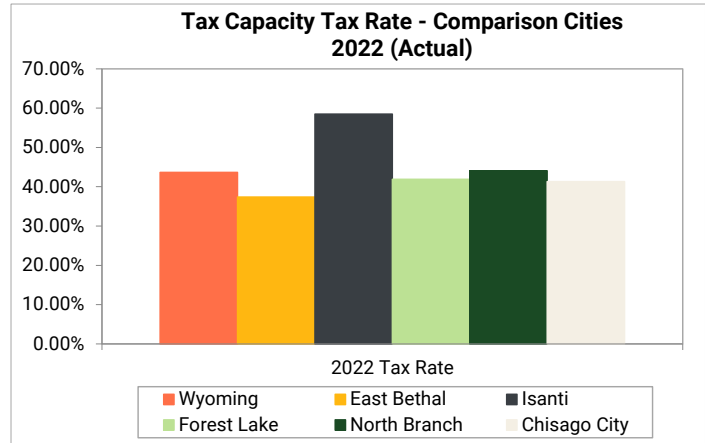
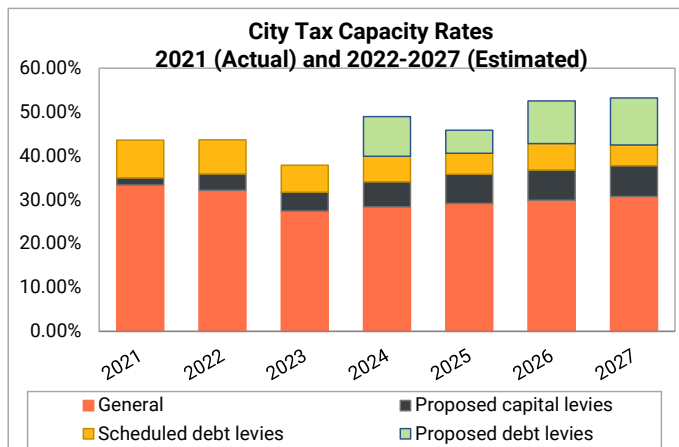
City of Wyoming, Minnesota
Capital Improvement Plan - Surface Water Fund 651
Statement of Cash Flows

Enterprise Fund Projected Activity			
	2021 Actual	2022 Estimated	2023 Estimated
Cash Flows from Operating Activities			
Receipts from customers and users	\$ 106,054	\$ 187,200	\$ 243,360
Payments to suppliers and employees	(79,819)	(134,354)	(138,384)
Net Cash Provided (Used) by Operating Activities	<u>26,235</u>	<u>52,846</u>	<u>104,976</u>
Cash Flows from Noncapital Financing Activities			
Transfers in	250,000	-	-
Transfers out	-	-	-
Net Cash Provided (Used) by Noncapital Financing Activities	<u>250,000</u>	<u>-</u>	<u>-</u>
Cash Flows from Capital and Related Financing Activities			
Acquisition of capital assets	-	(40,000)	(40,000)
Intergovernmental revenue	-	-	-
Proceeds from bonds	-	-	-
New principal and Interest paid on debt	-	-	-
Existing principal on debt	-	-	-
Existing interest on debt	-	-	-
Net Cash Used by Capital and Related Financing Activities	<u>-</u>	<u>(40,000)</u>	<u>(40,000)</u>
Cash Flows From Investing Activities			
Investment earnings	(3,504)	4,148	4,318
Net Increase (Decrease) in Cash and Cash Equivalents	<u>272,731</u>	<u>16,994</u>	<u>69,294</u>
Cash and Cash Equivalents, January 1	<u>142,064</u>	<u>414,795</u>	<u>431,789</u>
Cash and Cash Equivalents, December 31	<u><u>\$ 414,795</u></u>	<u><u>\$ 431,789</u></u>	<u><u>\$ 501,083</u></u>

2024	2025	2026	2027
Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
-	-	-	-
-	-	-	-
45,000	-	-	-
-	45,000	-	-
-	-	45,000	-
-	-	-	45,000
\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000

Enterprise Fund Projected Activity			
2024	2025	2026	2027
Estimated	Estimated	Estimated	Estimated
\$ 248,227	\$ 253,192	\$ 258,256	\$ 263,421
(142,535)	(146,812)	(151,216)	(155,752)
105,692	106,380	107,040	107,669
-	-	-	-
-	-	-	-
-	-	-	-
(45,000)	(45,000)	(45,000)	(45,000)
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
(45,000)	(45,000)	(45,000)	(45,000)
5,011	5,668	6,338	7,022
65,703	67,048	68,378	69,691
501,083	566,786	633,834	702,212
\$ 566,786	\$ 633,834	\$ 702,212	\$ 771,903

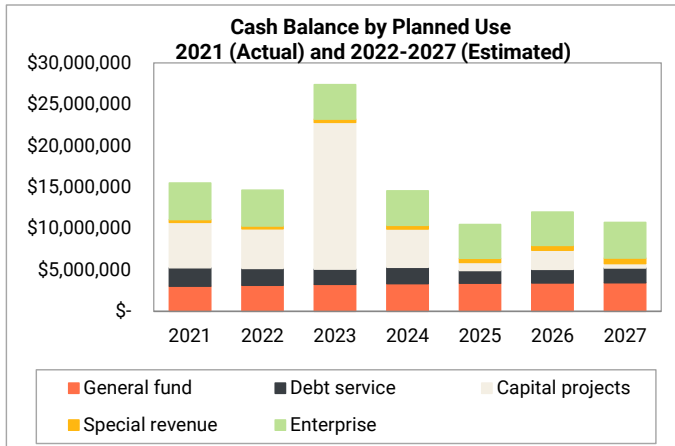
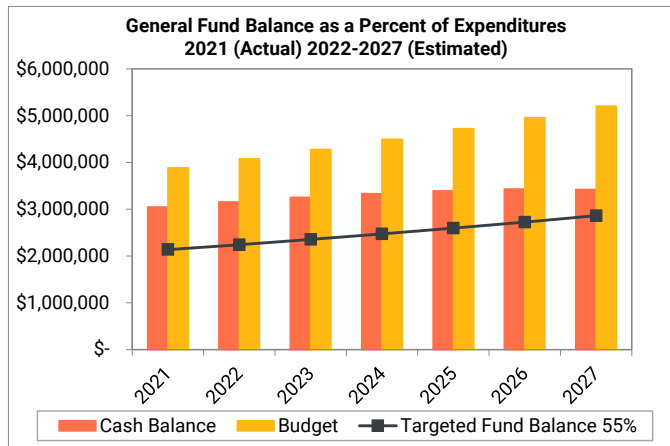
Tax Rates



Tax Rates:

Tax rates are a function of the levy and total tax base. The city tax rate is computed by dividing the city levy by the taxable tax capacity. Future tax rates are based on the assumption of 1.50% growth in tax capacity (see Assumptions). Comparable communities are provided for reference.

General Fund Operations and All Funds Cash Balances



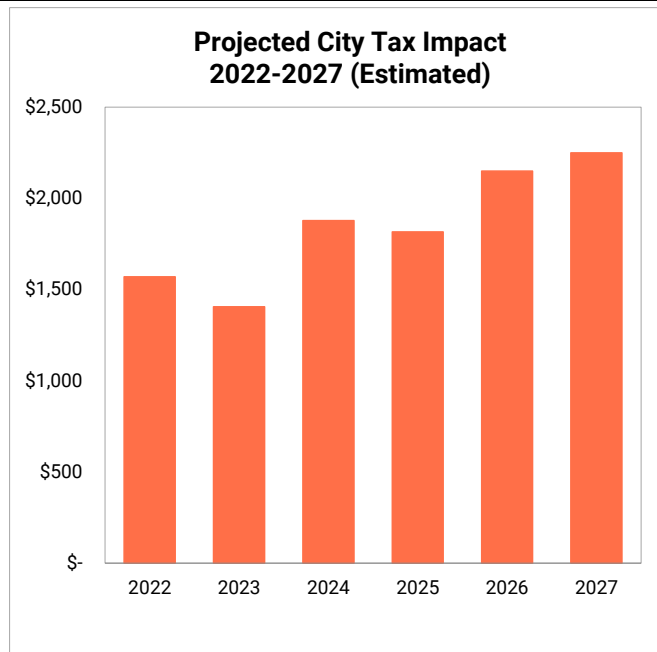
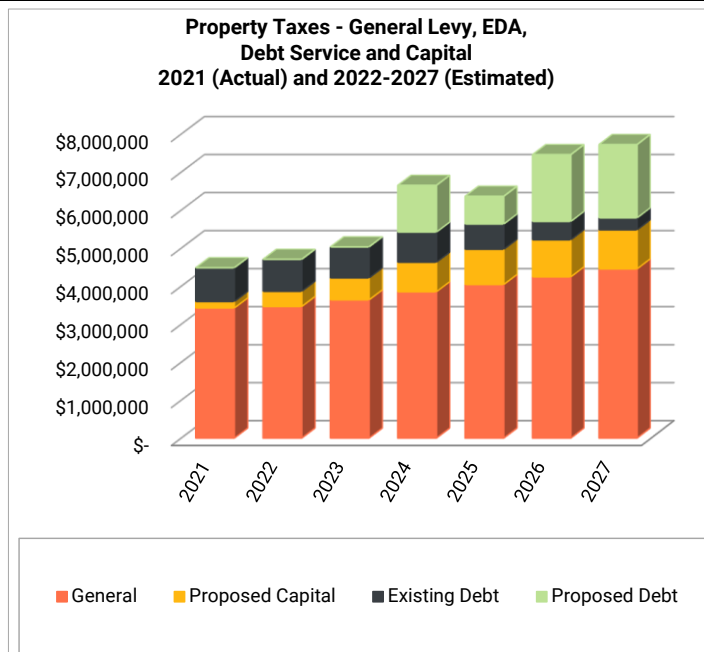
General Fund Balance as a Percent of Revenue:

The General fund fund balance should be maintained at a level to provide for adequate working capital reserves. The MN State Auditor recommends a 35-50% reserve. As the expenditure budget grows, the required reserve should increase accordingly. The City can build to this target by adding to contingency each year. This can be accomplished by reducing expenditures and maintaining the same level of revenue or increasing tax levy.

Cash Balance by Planned Use (000's):

The balances represented in this graph are categorized by the planned use and/or limitations determined by statute.

Property Taxes by Type



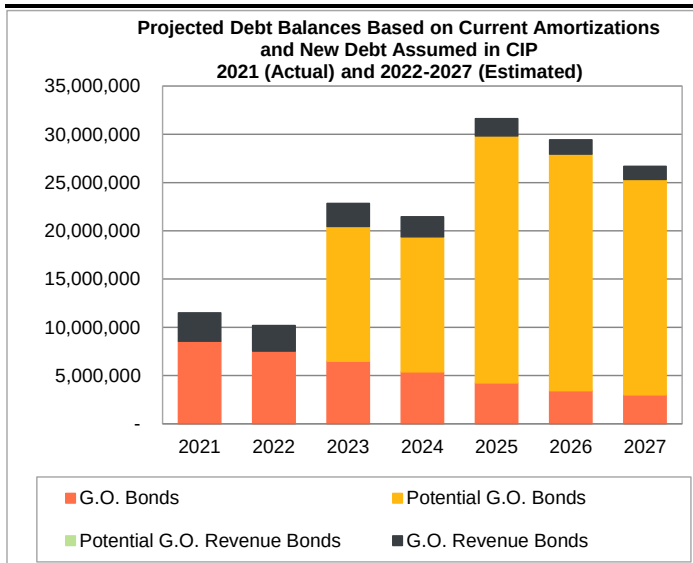
Percent of Property Taxes - General Levy and Bonds

This graph highlights the percent of levy by planned use. Increases in the levy are primarily attributed to the growth in proposed capital levies.

Projected City Tax Impact - Median Value Home

The overall property tax levy for an average valued house is highlighted above.

Debt



Debt Balances

The projected debt portfolio includes issuance of bonds in 2025 for street improvements and in 2023 and 2025 for Facilities. These projects will result in an increase to the amount of debt outstanding over the life of the Plan.



Request for Council Action

Date: December 15, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: Fred Weck, Building Official / Zoning Administrator

Department: Department of Building Safety

Reference: Electronic Plan Review Systems

Method: New Business

Background Information:

The City of Wyoming Department of Building Safety performs plan review on all building permit applications we receive. These can be a single page deck plan on 8.5"x11" graph paper, a new home on 18"x24" paper with 6-10 pages, or a commercial plan with well over 100 pages on 36"x 48" paper. One thing these plans all have in common is that more and more often they are being submitted electronically rather than on traditional paper. Small plan sets like the deck are easy to view on a typical desktop monitor, but as pages get larger it becomes virtually impossible to efficiently do this.

As a part of the building permit plan review process the city will examine the documents that were submitted, and with the residential documents we will provide written comments on the plans to assist the applicant as to what code requirements their project will encompass. The department has created rubber stamps, and clear labels that can be applied to the plans; handwritten notes are also added where needed. For commercial plan review the city will provide the architect or engineer with a plan review letter addressing the plan deficiencies.

The Department has been researching and contemplating implementing electronic plan review as a capital investment. This year end the Department has in excess of \$40,000.00 in payroll and payroll expenses remaining in its budget.

Electronic plan review will allow for benefits to the department and also the contractors, architects and developers. Electronic permit and plan review process is completely electronic. Once submitted electronically staff will review the plans via a computer or tablet, posting real-time comments. Once the full review is complete, applicants are notified via email to download their plans with comments.

In addition to transparency, the technology is intended to reduce city review time for our building official and building inspector. Along with the ability to electronically review plans we would begin allowing the submittal of electronic plans for most permits and then progressing towards all.

iPlanTables is the nation's leading supplier of wide-format touchscreen display workstations for plan reviewers, plans examiners, and managers. They design different touch screen monitor models to help view and markup construction plans, specs, spreadsheets, and images for clients wanting to move from a paper-based workflow to a digital one. They include with their package a standalone plan review software (Bluebeam) that is integrated with the workstation.

The Department works with wide-format documents daily. By using an iPlanTables large touch screen monitor workstation, the Department will be able to perform on-screen annotations, linear and area measurements, and communication while working on a full-size sheet in real time without having to constantly pan, zoom and scroll with a mouse and smaller desktop monitors. The onscreen annotations, with the plan set, can be sent to the project designer; making the review, and the designer's responses, much faster and easier to work with. As an

example; the engineering plans that are included with tonight's agenda item for the preliminary plat of "Katie's Glen" include the City Engineer's plan review comments directly on the drawings.

Of the products that IPlanTables produces their Desktop Commander workstation can provide the Department with the tools that it needs in order to do electronic plan review effectively and efficiently. There is no yearly licensing fee for the equipment, there will be a \$700.00 yearly cost for the two Bluebeam plan review software licenses.

The Desktop commander provides an industrial 49" 4K wide-format touchscreen monitor that can exceed 50,000 hours of use comparative to residential/commercial monitory that on average lasts 7,000 hours. The Desktop commander allows for tilt of the screen 45-90 degrees for the perfect viewing angle and an additional 24-inch rotating side monitors for a fully customized experience.

SAVES PAPER, MONEY

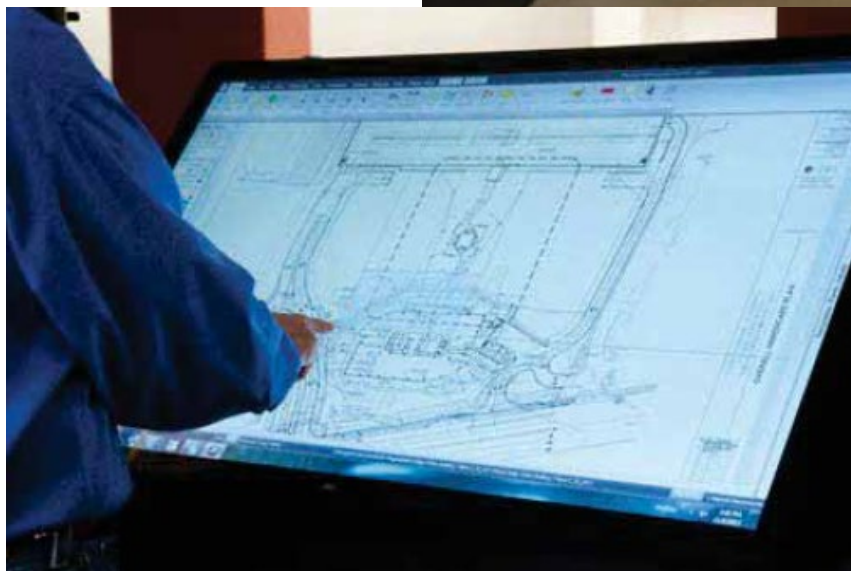
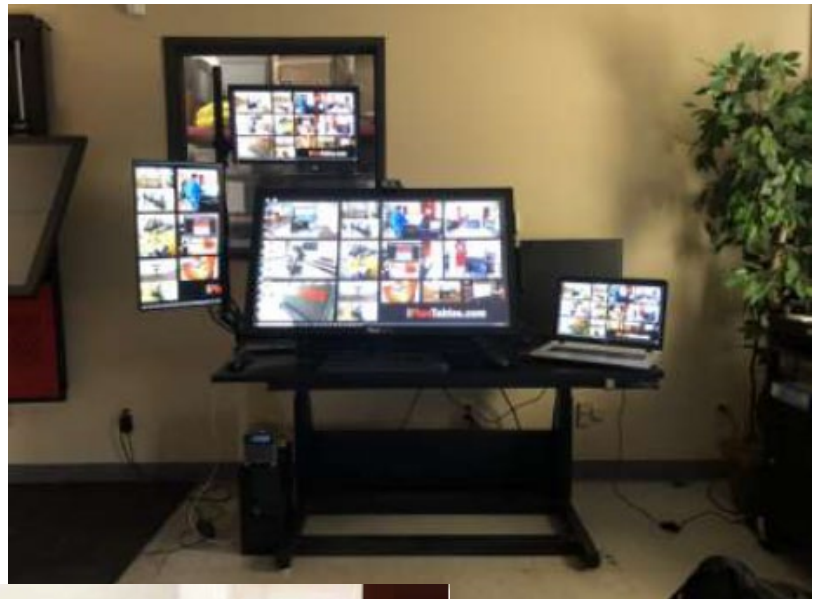
Electronic submission will reduce paper, saving applicants printing costs. For applicants without electronic plans, city staff will scan drawings at the counter.

IMPROVES TRANSPARENCY

Applicants can review where their project and have the ability to submit any time of day instead of just office hours

IMPROVES COMMUNICATION

Because the software documents everything in one place, it reduces misunderstandings, redundancy and unnecessary emails.



In the preceding four years the Department has collected in excess of \$262,000.00 of additional revenue for the city in the collection of building permit fees.

Year	Budgeted Revenues	Collected Revenues	Expenditures	Remaining Revenues
2019.	\$180,000.00	\$308,460.33	\$181,138.00	\$127,322.33
2020	\$200,000.00	\$126,592.20	\$205,076.81	(\$78,484.61)
2021	\$175,000.00	\$321,147.71	\$170,866.03	\$150,181.67
2022	\$185,000.00	\$234,938.51	\$170,966.04	\$63,972.47
Totals	\$740,000.00	\$991,138.75	\$728,046.88	\$262,991.86

Recommendation: That the City of Wyoming allow the Department of Building Safety to purchase two IPlanTables Desktop Commander DSK-494k work stations in the amount of \$17,600.00.



Estimate

ADDRESS

Fred Weck
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

SHIP TO

Fred Weck
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

ESTIMATE # 7458**DATE 12/12/2022**

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Desktop Commander:Desktop Commander	2	8,500.00	17,000.00
	DSK-494k			
	DSK-494k			
	Electric tilt 45-90 degrees			
	49" 4k PCAP touchscreen monitor			
	1 side monitor			
	HP i5 SFF PC			
	8 gb ram			
	256 SSID hard drive			
	2 gb video card			
	Wireless or wired Ethernet			
	Wireless keyboard and mouse			
	Web cam			
	Surge protector			
	Battery back-up			
	Stylus Kit			
	Software:Bluebeam Mark-up Software	2	0.00	0.00
	Bluebeam Mark-up Software - One Year			
	Bluebeam Subscription per Desktop			
	Commander			

SUBTOTAL	17,000.00
SHIPPING	600.00
TOTAL	\$17,600.00

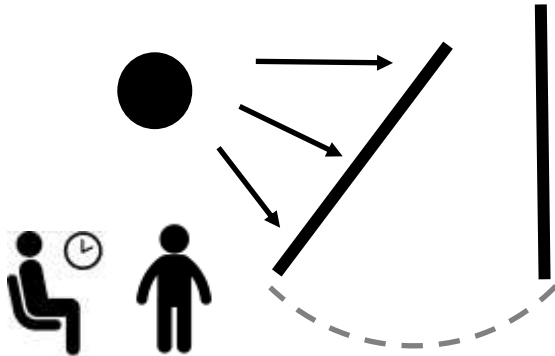
Accepted By

Accepted Date

Clients



iPlanTables Workstations

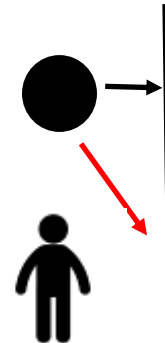


You naturally view your information at a reading angle.

Multiple people can collaborate and see the screen.

Unlike printed plans, information can be zoomed, marked-up and shared—instantly.

Typical Wall Mount or Projector Screens



You have to step back to view the bottom half of screen

You typically block the screen when using it.

You are sitting 8 feet away from screen your eyes trying to focus

Many of the major monitors CANNOT be tilted, it voids the warranty

iPlanTables provides complete workstations

- Flat - Sit - Stand - Present
- Touchscreen Monitors
- 2nd & 3rd Side monitors
- CAD Level PC's - Apple TV - Android
- Virtual and Standard Keyboard & Mouse
- Integrated CPU Holder
- UPS Power Supplies
- Webcam
- Design & Construction Software
- Collaboration Software

Standard AV or screen reseller

- Limited choices
- Limited knowledge
- No 2nd & 3rd Side monitors
- Digital signage low powered PC's - No BIM
- No keyboard or mouse
- Low powered players
- You have to provide UPS Power Supplies
- You have to provide webcam
- No knowledge of AEC software needs, 3D, 4D, and BIM Models
- No industry specific technical knowledge, what really works and what doesn't



20% of an AEC professional's time is spent managing information.

iPlanTables converts those lost hours back to your project.



No more expensive and time-consuming plotting and printing is needed.

Synchronize your information digitally across all platforms.



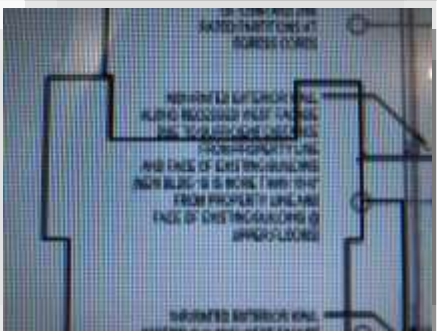
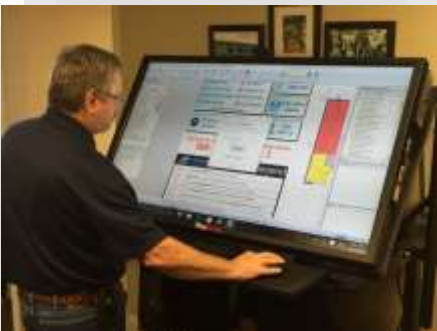
iPlanTables allows you to really see your information and digitally take it off. No more squinting or tired eyes.

No more unnecessary printing!





iPlanTables is the only wide-format provider who designs, fabricates and builds their own customizable electric lift & tilt mobile workstations. Built in the **USA** our workstations are the finest built, sturdiest cart built for years of industrial use. With hundreds of units in the field, **iPlanTables** is the leading provider of wide-format touchscreens in the US.



One of the biggest misconceptions is the bigger the screen the larger the plan sheet you can view. The fact is its about the resolution. Above on the left is a 30x42 drawing on a 55" HD touchscreen, the image on the right is the same sheet on a 55" 4k touchscreen. In fact a 30x42 drawing is readable with crisp fonts on all of our workstations from 32"-65" inches.

iPlanTables Workstations digital workflow advantages

- Expanded work area. Think about it, you don't use a small desk, why would you use a small monitor? In so many cases your desk is simply a monitor holder.
- Reverse the process, your iPlanTable is the desk, with side tables that allow you and your team to communicate instantly.
- Decisions that used to take days can now be handled in minutes.
- Touchscreens improve the human experience, touch is natural and instinctive-and customers who use an iPlanTable provide feedback that it actually makes working with the documents enjoyable.
- iPlanTables come with industry leading collaboration, mark-up and project management tools.
- iPlanTables are open source and any existing softwares or future expansion are supported.
- Project information retrieval happens in seconds, no more sorting through piles and piles of papers.

Paper-based collaboration disadvantages

- Plotting and printing costs—average internally plotted sheet cost is \$3.60 per sheet.
- Employee cost to manage plotted or printed sheets—What should they be spending their time on?
- **Time -Time-Time** The biggest misunderstood information cost on any project. Construction requires constant collaboration, the time it takes to print, deliver and **wait** for decisions to be made is a definitive contributor to delays in your schedules.
- The information is outdated the minute you print it, we have seen new project information change hourly.
- Once printed it has the potential (and often does) of conveying the **wrong information** to hundreds of project team members.
- Notifications of new documents is spotty and many times missed.



Your Choice:

Paper based and difficult retrieval or an iPlanTables workstation that can easily hold ALL your information in 15 sq ft!

Convert your existing desk or credenza to an iPlanTables workstation



Desktop Commander

Includes:

43" Touchscreen 4k monitor

iPlanTables Desktop electric tilt

45-90 degrees

Dell i5 PC

8 gbs ram

500gb hard drive

2gb video card

Webcam

Wireless keyboard & mouse

UPS Battery backup

Surge protector

Options

Upgrade computer

i7 ☐ i9 ☐ Xeon chip ☐

Fanless ☐ Small Form Factor ☐

Ram upgrade

16gb ☐ 32gb ☐ 64gb ☐

SATA hard drive upgrade

1tb ☐ 2tb ☐ 4tb ☐

SSID Hard drive upgrade

256gb ☐ 512gb ☐ 1tb ☐

Other: _____

Video Card Upgrade

6gb ☐ 8gb ☐ 16gb ☐ 32gb ☐

Personalized ☐

PMS Color _____

Apple TV ☐

1 side monitor \$300 ☐

2 side monitors \$600 ☐

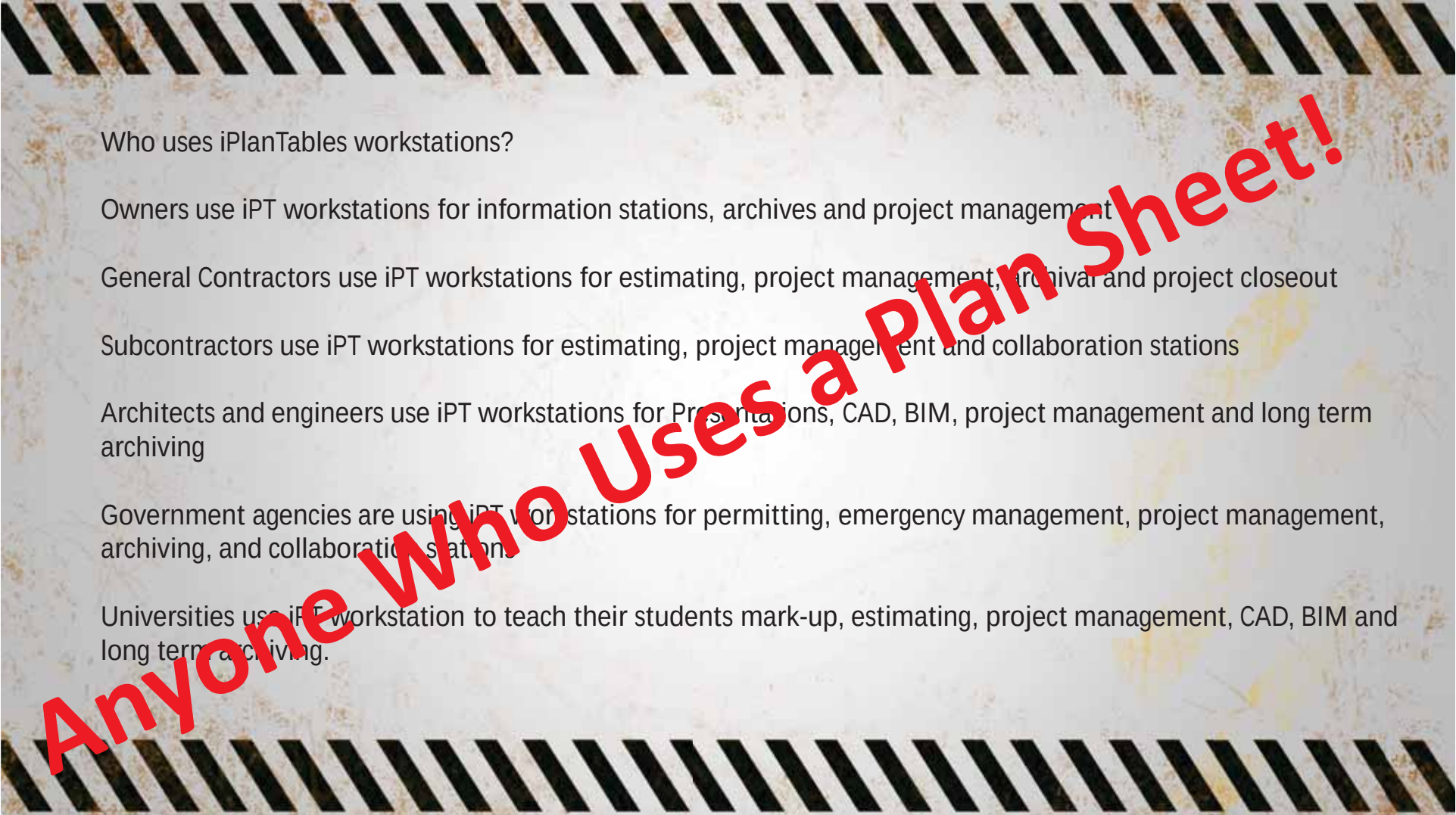
3 side monitors \$900 ☐

4 side monitors \$1200 ☐

DSK-434k \$7700

DSK-494k \$8200





Who uses iPlanTables workstations?

Owners use IPT workstations for information stations, archives and project management

General Contractors use IPT workstations for estimating, project management, archival and project closeout

Subcontractors use IPT workstations for estimating, project management and collaboration stations

Architects and engineers use IPT workstations for Presentations, CAD, BIM, project management and long term archiving

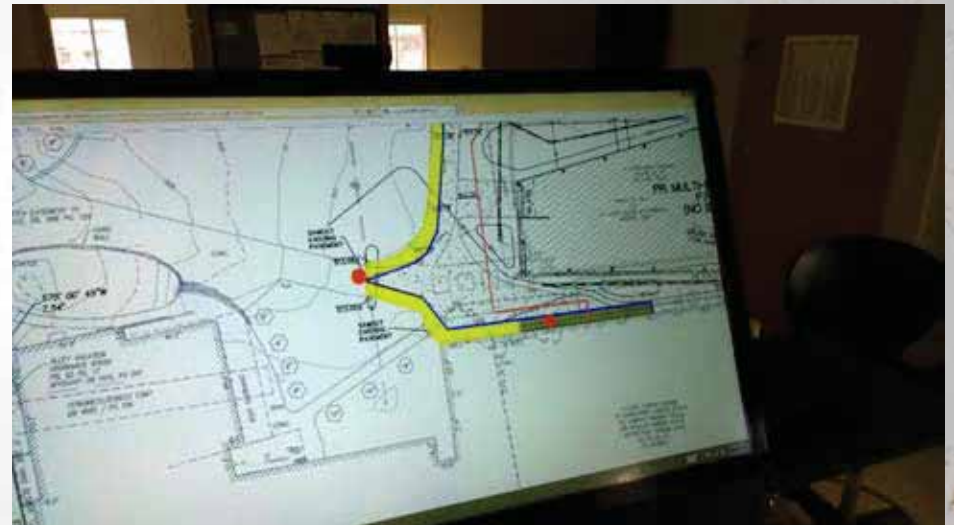
Government agencies are using IPT workstations for permitting, emergency management, project management, archiving, and collaboration stations

Universities use IPT workstation to teach their students mark-up, estimating, project management, CAD, BIM and long term archiving.

iPlanTables utilizes industrial grade monitors

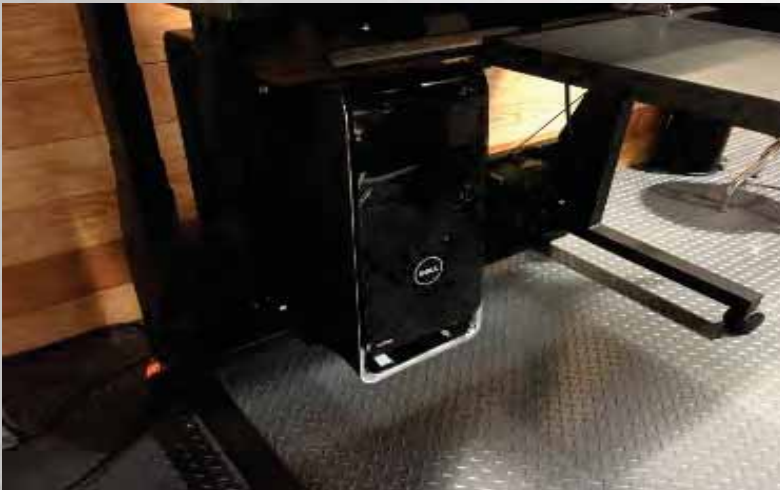


Actual Competitors "monitor"
Duty cycle of 7000 hours



Industrial Grade Monitors
Duty cycle of 50,000 hours

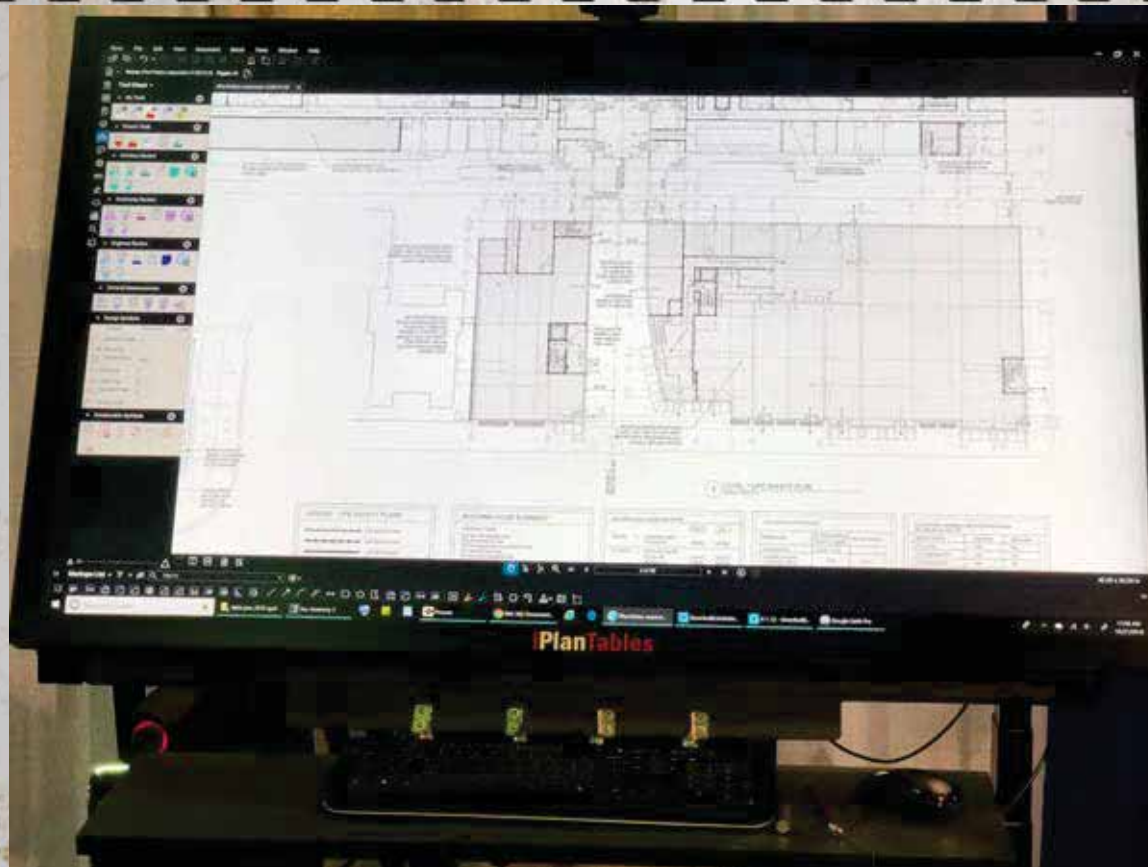
Desktop PC's vs. Embedded



Expandable
Multiple Suppliers
Heat dissipation



Gets very warm, slowing down processing
1 supplier
Built for digital signage
No major monitor manufacturer recommends it for PDF's or BIM



The ability to look at
A 30x42 sheet in one
piece and have it
readable – it's not what
you can see that is
the issue, it's what am I
going to miss!

RESOLUTION NO. 22-12-131

A RESOLUTION AUTHORIZING THE PURCHASE OF IPLAN TABLES FOR THE BUILDING DEPARTEMENT IN THE AMOUNT OF \$17,600.00

WHEREAS, The City of Wyoming Department of Building Safety performs plan review on all building permit applications we receive. These can be a single page deck plan on 8.5"x11" graph paper, a new home on 18"x24" paper with 6-10 pages, or a commercial plan with well over 100 pages on 36"x 48" paper. One thing these plans all have in common is that more and more often they are being submitted electronically rather than on traditional paper. Small plan sets like the deck are easy to view on a typical desktop monitor, but as pages get larger it becomes virtually impossible to efficiently do this; and

WHEREAS, The Department has been researching and contemplating implementing electronic plan review as a capital investment. This year end the Department has in excess of \$40,000.00 in payroll and payroll expenses remaining in its budget; and

WHEREAS, Electronic plan review will allow for benefits to the department and also the contractors, architects and developers. Electronic permit and plan review process is completely electronic. Once submitted electronically staff will review the plans via a computer or tablet, posting real-time comments. Once the full review is complete, applicants are notified via email to download their plans with comments; and

WHEREAS, IPlan Tables is the nation's leading supplier of wide-format touchscreen display workstations for plan reviewers, plans examiners, and managers. They design different touch screen monitor models to help view and markup construction plans, specs, spreadsheets, and images for clients wanting to move from a paper-based workflow to a digital one. They include with their package a standalone plan review software (Bluebeam) that is integrated with the workstation; and

WHEREAS, Of the products that IPlan Tables produces their Desktop Commander workstation can provide the Department with the tools that it needs in order to do electronic plan review effectively and efficiently. There is no yearly licensing fee for the equipment, there will be a \$700.00 yearly cost for the two Bluebeam plan review software licenses.

NOW THEREFORE BE IT RESOLVED That the City of Wyoming allow the Department of Building Safety to purchase two IPlan Tables Desktop Commander DSK-494k work stations in the amount of \$17,600.00.

This resolution was adopted by the City Council of the City of Wyoming on the 20th of December, 2022.

CITY OF WYOMING

Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk

**CITY OF WYOMING
PLANNING AND ZONING**

TO: City Council
DATE: December 20, 2022
FROM: Fred Weck, Zoning Administrator
RE: Adoption of the 2022 City of Wyoming Comprehensive Plan Update
APPLICANT: City of Wyoming
PROPERTY: The City of Wyoming

INTRODUCTION

Staff is requesting City Council adoption of the 2022 Comprehensive Plan.

BACKGROUND

The Comprehensive Plan is the community's vision for development in Wyoming. Although it is a physical plan, it reflects the community's social and economic values. These values are translated into the type of land use the city desires and programs regarding economic development, housing, parks, transportation, and other key areas.

The Comprehensive Plan helps communities determine how to plan for investment in sewer, water, roads, parks, and other infrastructure. When evaluating how land will be used in the future, communities also consider housing needs, employment patterns, recreational space, and commercial activities. Planning where different uses will go helps communities maximize efficient delivery of services to businesses and residents, which helps manage costs. Identifying land uses provides a guide to the city to tell them if a development is located on a parcel that is consistent with the infrastructure and city services provided to that area. When the city adopts the Comprehensive Plan, it provides general guidance to landowners about how the city expects the land to develop. The Planning Commission will begin to work on the implementation of the plan after adoption by the City Council.

Process

The Planning Commission began the comprehensive plan update process on June 28, 2016 with WSB's planning team. Throughout the process (which included a pause during COVID 19) the Planning Commission met with residents, boards, City Council, and held an open house. An All Boards meeting was held on May 17, 2018 with the U of M's Urban Land Institute in order to learn the current challenges of development and redevelopment. Another All Boards meeting was held on August 30, 2022 to present the draft plan for comments from the city's council and boards. The draft plan was also sent to the surrounding communities for their comments and concerns. The public hearing was held on October 11, 2022 and the Planning Commission is now recommending adoption of the updated plan.

Next Steps

Following adoption of the Comprehensive Plan, the city will begin the implementation process as outlined in the plan.

RECOMMENDATION

Staff recommends adoption of **Resolution 22-12-132** adopting the 2022 Comprehensive Plan.

This action requires a 4/5 vote of the City Council.



2022 Comprehensive Plan

City Council Members, 2022

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

Planning Commission, 2022

Mark Lobermeier, Katie West, Dan Iverson, Roger Carr, Mike Naumann

City Staff

Robb Linwood, City Administrator
Fred Weck, Zoning Administrator

Technical Consultants

WSB & Associates – Planning & Engineering

City of Wyoming
26885 Forest Boulevard
Wyoming, Minnesota 55092-0188
651-462-0575
<https://www.wyomingmn.org/>

Final Draft – December 2022

TABLE OF CONTENTS

Introduction	1
What is a Comprehensive Plan?.....	1
Implementing the Plan	1
The Planning Process	3
Wyoming's Initial Comprehensive Plan	3
2019 Resident Survey	3
Open House.....	3
Prior Plans and Studies.....	4
Community Profile	5
History	5
Township and City Merger	7
Regional Setting & Population Trends	8
Economic Conditions/Leading Employers.....	9
Existing Conditions.....	10
General Demographics.....	10
Environmental Setting.....	10
Existing Land Use.....	10
Highways and Transportation	10
Interstate I-35	10
US Highway 8	11
US Highway 61	11
Community Services and Facilities.....	11
Current Trends	11
Planning Factors Affecting Development (Challenges and Opportunities).....	12
Natural Resources	12
Municipal Utilities	12
Housing.....	12
Kettle River / Viking Boulevard Future Congestion	12
Inconsistent Stormwater Permitting	12
Watershed Boundary	13
Vision, Goals and Objectives.....	14

Vision and Objectives	14
Plan Overview	16
Land Use Plan	16
Transportation Plan	16
Utilities	17
Parks, Open Space, and Trails	17
Housing	17
Environmental Resources	18
Economic Development	18
Implementation	18
Land Use Plan	19
Land Use Types and Descriptions	20
Semi-Rural Neighborhoods	20
Single Family Residential Neighborhoods	20
High Density Residential Neighborhoods	21
Commercial	21
Mixed Use	21
Downtown Core	22
Office and Health Care Business	22
Industrial and General Business Area	22
Public and Semi-Public Facilities	23
Parks and Open Space	23
Conservation and Open Space	23
Shoreland and Floodplain Areas	23
Urban Service Area	25
Interim Urban Service Area	25
Ultimate Urban Service Area	25
Permanently Un-Serviced Area	25
Land Use Plan	28
Transportation Plan	31
Functional Classification	31
Principal Arterials	33
Minor Arterials	33
Collector Roadways	34
Local Streets	34

Roadway Capacity	34
Existing Roadway Capacity	34
Safety Issues	36
Access Management	37
Road Design and Right of Way	38
Traffic Calming	38
Complete Streets	38
Jurisdictional Classification Plan	38
Intergovernmental Coordination	39
Minnesota Department of Transportation	39
Chisago County	46
Transportation Corridor Overlay District	46
Utilities	47
Urban Service Area	47
Sanitary Sewer System Plan	47
Interim Sanitary Sewer System	49
Ultimate Wastewater System	51
Private Individual or Community Wastewater Systems	55
Water System	55
Housing	61
Housing Conditions	61
Future Housing Needs	63
Housing Plan	63
Parks, Trails and Recreation	66
Comprehensive Park Plan	68
Community Feedback	68
Park Acquisition	70
Park Classification and Design Guidelines	70
Open Space	70
Trails System	71
County Trails:	71
Natural Environment and Sustainability	73
Natural Environment	73
Wetlands Regulation	73

Shoreland Management	73
Floodplain Management.....	75
Significant Woodlands Protection	75
Clustering	75
Natural Drainage	76
Sustainability	76
Protection of Water and other Natural Resources	76
Housing Options.....	76
Green Step Cities.....	76
Economic Development.....	77
Economic Development Goals	77
Comprehensive Planning and Economic Development.....	78
Cost of Services Study	78
Small Area Plans	79
Land Assembly.....	79
Plan Implementation	80
Official Controls	80
Guidelines for Adjusting the Zoning Map	81
.....	81
Annual Report.....	81
Formal Reviews	81
Periodic Amendments	82
Priority Actions	83
List of References.....	88
 TABLE OF FIGURES	
Figure 1 - 1888 Map of Wyoming Township.....	6
Figure 2 - Estimated Number of Workers	9
Figure 3 - Plan Vision and Objectives	15
Figure 4 - Interim Service Area.....	26
Figure 5 - Ultimate Service Area	27
Figure 6 - Updated Land Use Plan.....	29
Figure 7 - Central Business District	30
Figure 8 - Road System Plan.....	32
Figure 9 - US Highway 8 Corridor (also includes Figures 9A-9E)	40
Figure 10 - Chisago Lakes Joint Sewage Collection and Treatment System.....	48
Figure 11 - Existing Residual Capacity	50
Figure 12 - Ultimate Sanitary Sewer System.....	53

Figure 13 - Sanitary Sewer System Expansion Areas	54
Figure 14 - Existing Water Supply System	57
Figure 15 - Ultimate Water Supply System	60
Figure 16 - Life Cycle Housing	64
Figure 17 - Parks, Trails and Open Space	67
Figure 18 - Future Park Program	68
Figure 19 - Concept Plan for Future Enhancements to Swenson Park.	69
Figure 20 - Concept Plan for Future Enhancements to Railroad Park	70
Figure 21 - Regional Trails	72
Figure 22 - Watersheds	74

TABLE OF TABLES

Table 1 - Population Growth	7
Table 2 - Population Trends	8
Table 3 - Racial Makeup of Wyoming	8
Table 4 - Recent Development Projects	11
Table 5 - Land Use and Zoning Description	23
Table 6 - Acreage by Land Use Category	24
Table 7 - Land Use Categories and Urban Service Areas (acres)	28
Table 8 - Functional Classification and Jurisdiction by Street	33
Table 9 - Planning Level Roadway Capacity	35
Table 10 - Motor Vehicle Crashes in Wyoming (2016-2020)	36
Table 11 - Top Eight Crash Locations in Wyoming (2016-2020) (by total crashes)	37
Table 12 - Sanitary Sewer Service Areas	51
Table 13 - Wyoming Interceptor Capacity Allocation	55
Table 14 - Water Service Area	58
Table 15 - Housing Unit History	62
Table 16 - Housing Unit Types	62
Table 17 - Housing Units Values	62
Table 18 - Existing City Parks	66
Table 19 - Major Plan Implementation Actions	84

Introduction

What is a Comprehensive Plan?

A comprehensive plan is an extension of the community's vision for future growth and development. It is also a strategic road map to reach that goal. Comprehensive planning is an important tool to guide future development of land to ensure a safe, pleasant, and economically viable environment for residential, commercial, industrial, and public activities (**Ref. 1**).

The Comprehensive Planning process helps to:

- Protect important resources, agricultural, and other open lands.
- Create the opportunity for residents to participate in guiding a community's future.
- Identify issues, stay ahead of trends, and accommodate change.
- Ensure that growth makes communities better; not just bigger.
- Foster sustainable economic development.
- Provide an opportunity to consider future implications of today's decisions.
- Protect property rights and values.
- Enable other public and private agencies to plan their activities in harmony with City plans.

As a result, the comprehensive plan lays out a vision for future development and land use. It dictates where growth should occur, the type of growth that is allowed in various areas of the City, and the density of such growth. The plan should also establish the following:

- Public facilities plan (water and sewer).
- Thoroughfare or transportation plan.
- Parks and open space plan.
- Capital Improvement Plan.

Once adopted, the plan guides local officials in making their day-to-day decisions and becomes a factor in their decision process. Comprehensive plans assist the City in articulating the basis for zoning decisions, providing legal support to ensure that zoning ordinances are reasonable and have a rational basis.

Implementing the Plan

Once a Comprehensive Plan is adopted, the Planning Commission is tasked to study and propose to the City Council a reasonable and practicable means for putting the plan or sections of the plan into effect (**Ref. 2**). Reasonable and practicable means for putting the plan into effect, include:

- Zoning regulations.
- Subdivision regulations.
- A program for coordination of the normal public improvements and services.
- A program for development and redevelopment.

- A capital improvement program.
- An official map.

DRAFT

The Planning Process

The Comprehensive Plan is meant to be a living document, grounded in real challenges and opportunities. It is meant to be revisited frequently and revised as conditions change. The Plan looks out to a horizon of twenty years; however, it is meant to be reexamined every ten years. The City will use the continuous input of the public, whether through formal or informal means, to make sure that the vision, goals, and policies are still relevant.

Wyoming's Initial Comprehensive Plan

In the Fall of 2007, the City of Wyoming and Wyoming Township formed a Comprehensive Plan Task Force to combine the Township's 2004 Comprehensive Plan and the City's 2001 Comprehensive Plan into a single, cohesive document to guide the future of the community (the two communities were merged in August of 2008). Some of the initial guiding principles for the inaugural meeting of the task force included (Ref. 3):

- Rural Character – Small town feel.
- Balance rural setting and urbanization.
- Property Rights.
- Orderly extension of sewer and water.
- Compatibility of adjoining uses.
- Natural Resources.
- Agriculture.

Ultimately, the Taskforce completed the combined comprehensive plan, which was officially adopted on January 21, 2009. The 2009 Comprehensive Plan was, for the most part, a land use map, that did not include a realistic development plan. In 2015, the Planning Commission kicked-off an effort to update the plan. The effort proceeded slowly, retaining much of the 2009 document. In the fall of 2019, an effort was undertaken to seek public input. Progress slowed again in 2020 in part due to the Covid-19 pandemic.

2019 Resident Survey

An online resident survey was made available during October 2019. The questions engaged respondents on a variety of subjects, from how they commute within the City, to what business they would like to see, to how they feel about the parks and trails system. A majority of respondents preferred the description of Wyoming that emphasized its small-town feel and that it was a nice and quiet community. The community's small-town qualities were highlighted in responses to other questions, for which many respondents believed that the small-town feel was the most important quality. Other survey findings included an emphasis on planning and growth, lowering taxes, and improvements to roads and infrastructure.

Open House

A public open house was held on November 20, 2019 at City Hall. Staff arranged three stations which were organized around specific themes and prompted attendees to respond to questions addressing those themes.

The **Community Identity and Culture** station identified the low intensity nature of a “small town feeling”, the rural setting, and consideration and trust amongst neighbors.

The **Wyoming is Open for Business** station identified a desire for a larger variety of restaurants and retail businesses, actions that would increase job growth, and more specifically further development of the M Health Fairview Medical Center Campus area.

Station Three, the **Developing Wyoming** station prompted participants to identify prime areas of development, specific types of development that support a “bedroom-type” community, and other specific tenant types.

Prior Plans and Studies

This plan builds on a considerable amount of previous planning done by the City. A complete list of references is included in the appendix. Some of the critical resources relied on for the completion of this plan include the following:

- City of Wyoming Comprehensive Plan, 2009.
- City of Wyoming Zoning Ordinance and Map.
- City of Wyoming Strategic Plan, 2017.
- City of Wyoming Urban Service Area.
- Chisago County Housing Study, 2018.
- Comprehensive Water Plan, 2010.
- Comprehensive Sewer Plan, 2010.

Community Profile

History

To help understand the future of Wyoming, it is important to acknowledge the rich history of the community. The City of Wyoming began as the Township of Wyoming. The initial survey of the Township dates back to 1847.

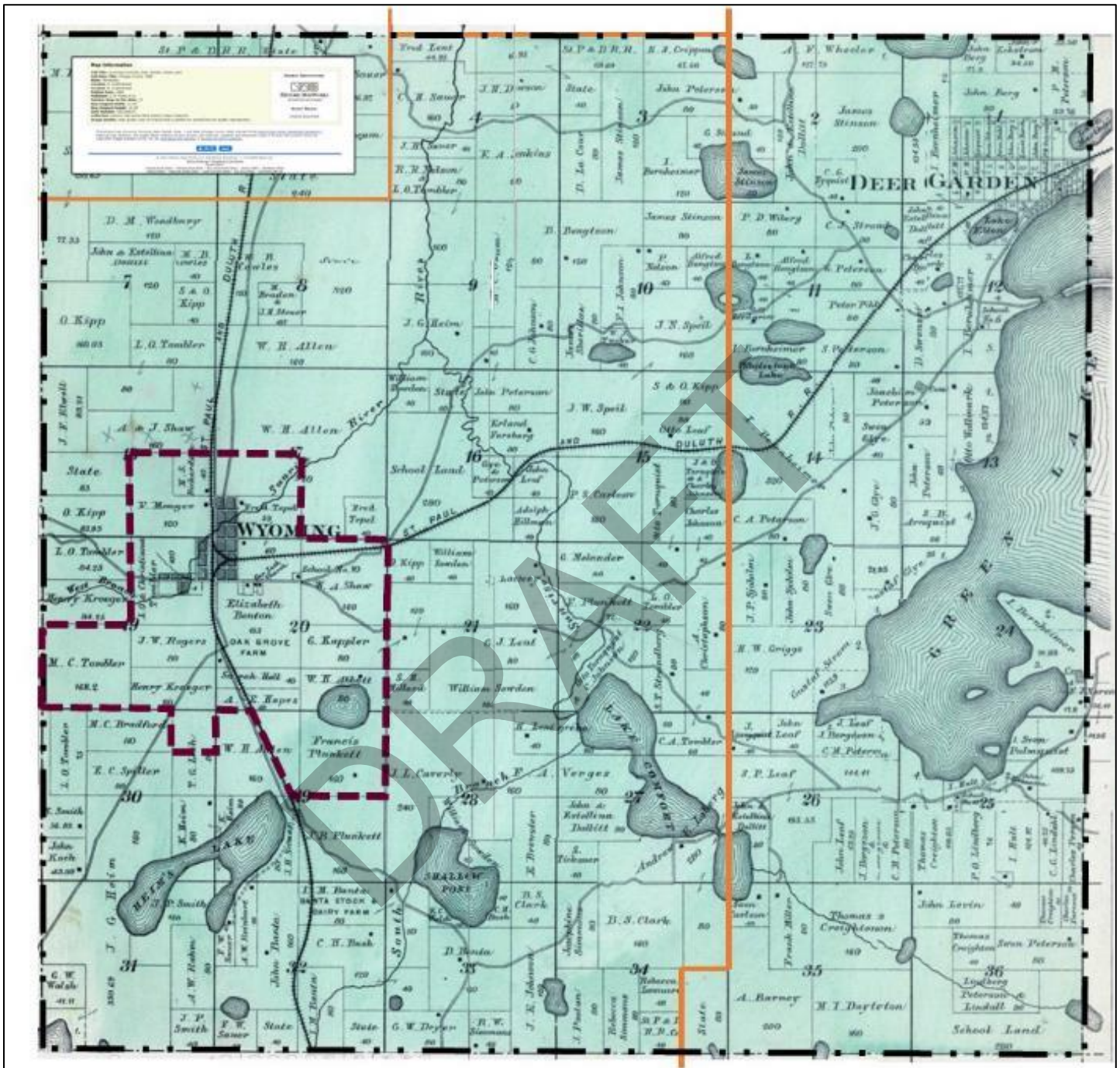
The first settlers arrived in Wyoming in 1855. They were six German and Dutch families from Pennsylvania, shortly joined by families from Chicago and St. Paul. Wyoming Township was organized in 1858. They named the site “Wyoming” because it reminded them of the Wyoming Valley in Pennsylvania. “Wyoming” is an Algonquin word for “large plains” or “extensive meadows”. Many descendants of the original settlers still thrive in the area. The spot where the first structure was built is marked by a memorial stone. It’s in a small park on the southeast corner of 270th Street and Felton Avenue. In those days, it would have overlooked the Sunrise River, just to the North. When Wyoming was founded, there were only 225 houses in St. Paul (Ref. 4).

The original City was platted in 1869, taking its name from the Township.



Source: Minnesota Digital Photo Collection

Wyoming’s growth was closely linked to transportation. Wyoming was the first stop on the stagecoach route from Rice Street in St. Paul to Duluth. The house where travelers stayed overnight still exists. After the era of the stagecoach, the same travelers’ house served as a train crew house when the St. Paul & Duluth Railroad Company laid tracks down the old stage road. In the 1960’s the I-35 freeway was built and the population increased from 1,074 residents in 1960 to 7,839 residents in 2018.



Source: Chisago Historical Society. Gold line illustrates current City Boundary. The Red line depicts the City boundary prior to the merger with the Township.

Figure 1 - 1888 Map of Wyoming Township

Table 1 - Population Growth

Census Year	Wyoming Township		City of Wyoming	
	Population*	percent change	Population*	percent change
1860	240	117.5 percent		
1870	522	-13.8 percent		
1880	450	28.9 percent		
1890	580	29.7 percent		
1900	752	-19.5 percent		
1910	605	17.4 percent	207	22.2 percent
1920	710	-10.1 percent	253	-15.4 percent
1930	638	-5.2 percent	214	18.2 percent
1940	605	-6.4 percent	253	28.5 percent
1950	566	12.9 percent	325	33.8 percent
1960	639	97.5 percent	435	59.8 percent
1970	1262	83.2 percent	695	124.3 percent
1980	2312	28.3 percent	1559	37.4 percent
1990	2967	47.6 percent	2142	42.3 percent
2000	4379	117.5 percent	3048	22.2 percent

*U.S. Decennial Census – Wikipedia

Up until the 1980s, the Township was primarily an agricultural community. Slowly, the transformation of the community began, from rural to small town, and towards metropolitan suburb. The City of Wyoming had also grown steadily, and it had developed infrastructure to support additional development, including its own water and wastewater systems.

Township and City Merger

In 1994, Wyoming Township and the City of Wyoming began merger discussions. In 2003, the City and the Township adopted a joint resolution for the orderly annexation of 611 acres for the site of Polaris Industries in the northeast part of the Township. At the same time, the City extended sewer and water service to the site (**Ref. 4**).

Prior to annexation, approximately 200 - 250 acres of land remained within the City for development. Without annexation of the Township, the City's ability to accommodate growth would be significantly limited. Annexation would allow for further commercial, residential and industrial expansion. At the time, the Township was the fastest growing township in Chisago County, but the growth was almost entirely on one-, two- and five-acre lots with individual wells and individual sewage treatment systems (ISTSs).

On August 15, 2008, the majority of Wyoming Township was merged with the City of Wyoming, with the remaining portions of the Township being annexed into the City of Stacy and Chisago City.

Regional Setting & Population Trends

Wyoming is located in the very southwest corner of Chisago County. The City of Wyoming borders Washington County and the City of Forest Lake to the south, Anoka County and the City of Columbus and Linwood Township to the west, Chisago City to the east, and the City of Stacy to the north. Wyoming is not included in the Seven County Metropolitan Planning Area; the City is not subject to the planning authority of the Metropolitan Council of the Twin Cities.

42.2% percent (5,869 acres) of the City is open space (**Ref. 5**) including the Carlos Avery Wildlife Area, numerous wetlands and other natural areas. From the rural origins of Wyoming Township, the City continues to transition to becoming more suburban. The municipal water and sewer services extended to the pre-merger City core area. Generally, the City core area has smaller residential lots and exhibiting a more suburban feel. Commercial and industrial land use is also prominent within the City core. The City core includes a mix of medium to higher density residential, while outside the core, semi-rural and rural land uses predominate, and the Highway 8 Corridor supports residential, commercial and industrial uses. Agricultural uses, including row crops, hay, and livestock operations, still dot the landscape, contributing to the small town feel of the community. (**Table 2**) summarizes the population trends for Wyoming:

Table 2 - Population Trends

Year	Population	Number of households
2008	6,940	2,361
2009	7,013	2,402
2010	7,791	2,845
2011	7,796	2,745
2012	7,777	2,746
2013	7,800	2,754
2014	7,854	2,776
2015	7,877	2,794
2016	7,906	2,804
2017	7,955	2,818
2018	8,037	2,847
2019	8,123	2,878

Source: Minnesota State Demographer

Table 3 - Racial Makeup of Wyoming

Race	2010	July 1, 2019
White	95.5 percent	90 percent
Hispanic	1.5 percent	2.6 percent
Two or more races	1.3 percent	1.4 percent
Asian	0.8 percent	0.0 percent
African American	0.3 percent	7.0 percent
Native American	0.3 percent	0.1 percent
Other races	0.3 percent	0.8 percent

Source: Wikipedia, 2010 Census, Data USA, US Census 2019

In 2018, Chisago County commissioned a housing study. The study indicated that the Wyoming area had the highest population growth in the County with the 2017 – 2030 population expected to increase by almost 30 percent and the number of households to grow by more than 33 percent (Ref.6).

Economic Conditions/Leading Employers

The Wyoming Economic Development Authority (EDA) reports that there are over 100 businesses in Wyoming (Ref. 7). The diversity of small businesses is illustrated in the following chart:

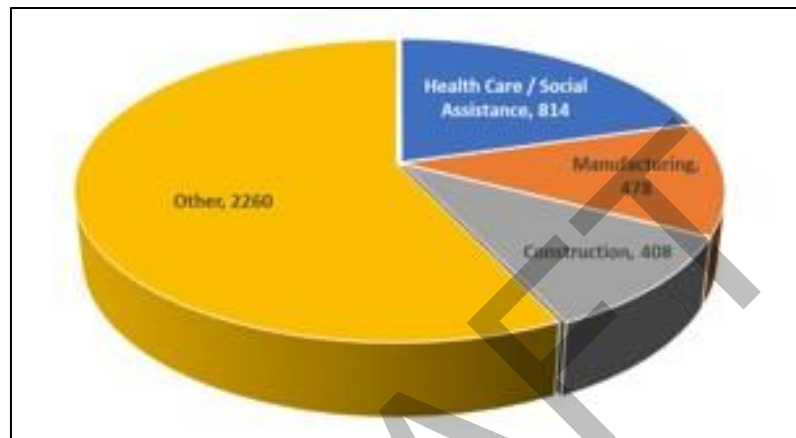


Figure 2 - Estimated Number of Workers

Major employers in the community include:

- M Health Fairview Lakes Medical Center.
- Polaris Industries.
- Rosenbauer Motors.
- Hallberg Marine.



Existing Conditions

Before the City of Wyoming can effectively plan the future, it must first understand existing conditions, including the environmental setting, current land uses, highways and transportation, municipal utilities, and current trends.

General Demographics

With a 2020 population of 8,228, it is the 118th largest City in Minnesota and the 3,548th largest City in the United States. Wyoming is currently growing at a rate of 0.99 percent annually, and its population has increased by 5.61 percent since the most recent census, which recorded a population of 7,791 in 2010. Spanning almost 22 square miles, Wyoming has a population density of 398 people per square mile.

The average household income in Wyoming is \$97,474, with a poverty rate of 2.02 percent. The median rental cost in recent years is \$1,096 per month, and the median house value is \$242,600. The median age in Wyoming is 42.4 years, 38.6 years for males, and 44.7 years for females. For every 100 females there are 112.1 males. (Ref. 7).

Environmental Setting

The total land area of the City is approximately 21.74 square miles that occupies the southwest corner of Chisago County. The topography is mostly flat to rolling, with surface water drainage following the Sunrise River branches to the north and northeast. Surface soil consists mostly of unconsolidated glacial till where the associated surface groundwater is very susceptible to spills of pollutants.

Existing Land Use

Today the City of Wyoming boasts approximately 84.58 acres of land designated for parks and open spaces, miles of scenic views and a multitude of breathtaking lakes and nature areas.

Highways and Transportation

The City continues to benefit from an efficient transportation system proximal to the I-35 interstate, and easy routes to the Twin Cities, St. Cloud, and Duluth, Minnesota.

Interstate I-35

Interstate 35 is the major transportation corridor that connects Wyoming to other Twin Cities to the south and the City of Duluth to the north. The I-35 / East Viking Boulevard interchange serves local businesses and connects businesses and residents alike to the local road system described in the following chapter.

US Highway 8

US Highway 8 traverses the southeastern corner of the City, providing a key transportation connection between I-35 and multiple communities from Wyoming to Taylors Falls and on further into north central Wisconsin. US Highway 8 is a busy roadway with a long history of safety issues. The corridor has been studied extensively to develop solutions for controlled access (signalized) intersections as well as proposed access control improvements, eliminating numerous low volume roadway access point and residential and business entrances.

US Highway 61

US Highway 61 once stretched from the southeast Minnesota community of La Crescent to Grand Portage. The majority of the route was paved by 1926. Construction of the I-35 interstate absorbed the bulk of the traffic. However, US 61 continues to serve as a major corridor through the north metro cities of White Bear Lake, Hugo, Forest Lake, Wyoming, Stacy and North Branch. Former Highway 61 north of East Viking Boulevard was recently turned-back to Chisago County and is now maintained as County State Aid Highway 30 (CSAH 30). US 61 and the associated historic railroad right of way is a major corridor for residents and businesses including service to the M Health Fairview campus and Wyoming Elementary School.

Community Services and Facilities

- City Hall.
- County Library.
- Hallberg Center for the Arts.
- Parks.
- Regional Trails.
- Regional Health Care.
- Industrial/Manufacturing Industries.
- Entertainment Venues.
- Elementary School.
- Open Space.

Current Trends

Our current moderate and deliberate commercial and residential development model appears to also be a logical future trend given our current municipal sewer and water infrastructure limitations. Future development will focus on land areas that can easily be serviced by City sewer and water services. Examples of recent development activity are included in (Table 4).

Table 4 - Recent Development Projects

2015	Heims Lake Villas	33 units of 55+ detached townhomes
2019	Katies Glen PUD	51 units off of Goodview Avenue
2020	Summer Field	Kettle River Boulevard and
2021	Heims Lake Villas – North Addition	34 units of 55+ detached townhomes
2021	Hunter Hill	
2021	Midco Tech Building	

The future involves a balanced build out of the ultimate urban service area (described in the Land Use Chapter) while preserving the character of the community and keeping taxes competitive with area communities. The build out is expected to include redevelopment within the City's Downtown Core to increase services and improve walkability and accessibility.

Planning Factors Affecting Development (Challenges and Opportunities)

Natural Resources

Wyoming is valued for its extensive conservation open space areas, including the Carlos Avery Wildlife Area across the northern third of the City, and the extensive and diverse wetland resources distributed across the entire City. These natural resources contribute to the small town feel and rural setting that attracted many of the area's residents. However, for a City that encompasses over 21 square miles, only about 57.8 percent (8,048 acres) of the property is "dry land" that is available to be developed.

Municipal Utilities

The City is part of the Chisago Lakes Joint Sanitary Treatment Commission (CLJSTC) that serves Wyoming and several surrounding communities with a regional wastewater treatment plant and regional conveyance systems (interceptors and lift stations). Extension of future sanitary sewer to the unsewered and undeveloped parts of the City is limited by the cost to construct gravity sewers, lift stations, forcemains (pressure sewer), and by the overall treatment capacity of the regional CLJSTC plant (See "Utilities Plan"). For that reason, the City has established Urban Service Areas to prioritize those parts of the City most easily served with municipal sewer during the next 20 years and beyond. As part of that analysis, it is understood that a significant part of the City will likely not ever be fully served with municipal utilities.

Housing

In 2018, Maxfield Research and Consulting LLC completed a housing study for Chisago County (**Ref. 6**). Maxfield presented initial findings to the City All Boards Meeting on January 30, 2018. Maxfield forecasted that Wyoming would see a 27 percent increase in population by 2030, to over 10,000 residents. Maxfield also predicted the potential housing demand for the City would amount to 4,760 new housing units through the year 2030. Maxfield observed that the lack of housing options could dampen economic development, as employees for future business expansion will not find place to live in the community. In particular, multi-family and rental housing stock for the City is very low.

Kettle River / Viking Boulevard Future Congestion

Several significant projects have been proposed for the northwest quadrant of I-35 and East Viking Boulevard. The area was part of the former Greenwood Golf Course. The development proposals included mixed-use development, including a range of residential housing and lot sizes to meet current demand. Major issues related to development in this area include traffic. The increase in traffic to the East Viking Boulevard / Kettle River Intersection, which is already congested (**Ref. 8**), and further complicated by the I-35 on and off ramps and several business entrances, represents a major issue to be overcome before development can move forward. Developing a transportation solution for this area will be a critical factor for future development proposals.

Inconsistent Stormwater Permitting

The Comfort Lake Forest Lake Watershed District (CLFLWD) has regulatory control over the southern third of Wyoming. The CLFLWD has taxing and permitting authority relating to land use and stormwater management. The area lying north of the watershed boundary falls under City jurisdiction meaning there are two sets of permitting rules and responsibilities which can create enforcement inconsistencies and confusion for developers.

Watershed Boundary

The Comfort Lake Forest Lake Watershed District (CLFLWD) has what is known as a watershed (drainage) boundary and an administrative boundary. Ideally, these two lines should be the same, resulting from those properties taxed by the watershed district actually being located in the watershed, i.e., the area that drains to Comfort Lake. Differences in the boundaries is somewhat commonplace but should be rectified if it has not already been addressed by the district.

DRAFT

Vision, Goals and Objectives

The Comprehensive Plan is based upon a shared vision of the citizenry and stakeholders of what Wyoming should and will become. The Comprehensive Plan establishes goals and objectives that will help to shape and direct growth. Plan envisions what the community will look like in 2030 and beyond, and what strategies will be necessary to get there.

Objectives developed for this plan will guide the community as it grows, matures, transitions, and ultimately attains the anticipated growth. The Comprehensive Plan objectives were formulated from input received from the public, City staff, elected and appointed officials, and other interested individuals.

Vision and Objectives

The City of Wyoming seeks to become an attractive, well-balanced place to live and work, with an appropriate combination of amenities and services. Wyoming will succeed with public-private partnerships focused on opportunities to live, work and play – for a reasonable investment.

When the Council adopted the 2009 Comprehensive Plan for the City, the first for the combined City/Township, an advisory group was formed to develop a set of plan objectives to give direction to the plan. In the process of developing this plan, The Planning Commission further refined these objectives, informed by the 2019 Community Engagement process and survey.

Based on the Commission's work, the following Vision Statement and Objectives were developed to guide the planning effort:

Vision: A thriving and inviting community that preserves our small town feel and natural landscape.

The **Figure 3** illustrates the action-oriented plan objectives that support the plan vision.



Figure 3 - Plan Vision and Objectives

Plan Overview

Based on the priorities identified through public input, as well as demographic, physical, social, and economic changes affecting the City, the Plan is divided into the following chapters, each with corresponding action-oriented goals:

Land Use Plan

Utilize land efficiently:

- *Plan for more intensive use of land for housing, shops, or industries to allow more resources to be available for other uses, such as farming or urban development.*
- *Pursue a broader mix of residential housing options including more higher density development.*
- *Encourage development in balance with natural resource protections.*

Efficient use of land for a variety of housing types, shops and industries, with sensible requirements for parking, stormwater and green space, will ensure the availability for other uses, such as farming, parks or open space in harmony with planned urban development. As land is developed more efficiently, property tax revenues for city, school district, county and state governments will rise, which will make it more feasible to pay for the many facilities and services needed to support quality of life in the community. In addition, efficient land use can reduce the cost of municipal utilities over time.

Transportation Plan

Integrate Transportation Systems:

- *Interconnect neighborhoods with multiple modes of transportation and safe transportation systems.*
- *Reduce reliance on auto driving.*
- *Ensure that residents can travel throughout the community as pedestrians, while bicycling, and in motor vehicles.*
- *Ensure that these traveling opportunities are accessible to residents of all capabilities through constructing and improving infrastructure to Americans with Disabilities Act (ADA) standards.*

The Transportation Systems Plan addresses the pattern of existing and planned major roads, road design standards and intergovernmental coordination for road improvements.

Utilities

Expand municipal utilities:

- *Increase the use of public potable water and wastewater.*
- *Extend water and wastewater lines in staged and efficient manner in response to market demand and according to City capability.*
- *Equitably finance for public infrastructure related to development and redevelopment.*
- *Consider shared private wastewater disposal systems until public wastewater is available or when public wastewater is infeasible.*

The Utilities Chapter is intended to serve as a guide to completing the future water and sanitary sewer system to serve future development as outlined in the Land Use component.

Parks, Open Space, and Trails

Enhance Recreation Opportunities:

- *Develop, maintain, and improve public parks that provide diverse opportunities for active sports and passive recreation.*
- *Identify, establish, and develop trail corridors that connect the neighborhoods to the park system and to regional trail corridors.*
- *Plan for changes in recreational activities that accommodate changing demands.*
- *Integrate parks and trail systems with significant natural resources.*

The City of Wyoming Parks, Open Space and Trails System chapter guides acquisition of land or fees in lieu of land for municipal parks, promoting the protection of public and private open space and preservation of corridors for multiple-use paths. A greater focus is on neighborhood connectivity and pedestrian access will be applied to future development.

Housing

Diversify Housing Options:

- *Increase the range of housing options for people in all stages of life to retain and attract residents.*
- *Emphasize housing options like starter homes for young families and senior housing in locations that provide additional uses within walking distance.*
- *Preserve the integrity of neighborhoods by ensuring the neighborhoods are maintained to a high standard that reflects the values of the community.*

The City's housing stock is predominantly single family. Recent development has included larger lots and price points well above those for many first-time home buyers. The City will continue to attract multi-family developers and embrace new developments with a variety of life cycle housing options.

Environmental Resources

Protect the Natural Environment:

- *Protect and enhance the quality of our lakes, rivers and wetlands.*
- *Manage and treat stormwater in an effective manner to protect our water resources.*
- *Consider different strategies for equitable stormwater treatment suitable for different levels of land use intensities including on-site treatment, regional treatment and fees-in leu of best management practices.*
- *Protect significant woodlands.*
- *Enforce the regulatory protections for the shoreland of designated lakes and streams.*
- *Link woodlands, wetlands and other undisturbed natural areas into “greenways” will be established through the development process.*

The City must continue to address stormwater in a cost-effective manner to protect our water resources. At the same time, the City must allow for development to pursue for equitable stormwater treatment strategies suitable for different levels of land use intensities, including on-site treatment, regional treatment and fees-in leu of best management practices. The City will continue to enforce the regulatory protections for the shoreland of designated lakes and streams. The City will seek to link woodlands, wetlands and other undisturbed natural areas into “greenways”. The City will pursue opportunities to acquire public access to local natural areas. The City’s plan will ensure that our lakes and rivers are not bounded completely by homes and private properties without access for the general public.

Economic Development

Pursue a Thriving Local Economy:

- *Plan for and allow the creation of additional stores, offices and industries consistent with this comprehensive plan and regulated by zoning ordinance amendments including, but not limited to, encouraging mixed use opportunities.*
- *Diversify the range of local employment opportunities.*
- *Attract well-paying jobs plus goods and services that are needed locally.*
- *Realize increasing property tax revenues for city, school district, county and state governments.*

The Economic Development chapter details the priorities and goals to build upon the economic strength of the community.

Implementation

The Plan is meant to be a living document, grounded in real challenges and opportunities. It is meant to be revisited often and revised as conditions change. The Plan looks out to a horizon of twenty years for further refinement. The City will use the continuous input of the public, whether through formal or informal means, to make sure that the vision, goals and policies are still relevant.

Land Use Plan

Utilize land efficiently:

- *Plan for more intensive use of land for housing, shops, or industries to allow more resources to be available for other uses, such as farming or urban development.*
- *Pursue a broader mix of residential housing options including more higher density development.*
- *Encourage development in balance with natural resource protections.*

The Land Use Plan guides public and private actions regarding the pattern of land use and development and to express ideas from other plan chapters as they relate to land use. Its purpose is to encourage the orderly development of Wyoming, create an attractive and efficient urban environment and protect key natural resources. An efficient use of land for a variety of housing types, shops, and industries, with sensible requirements for parking, stormwater and green space, will ensure the availability for other uses, such as farming, parks or open space in harmony with planned urban development. As land is developed more efficiently, property tax revenues for city, school district, county and state governments will rise, which will make it more feasible to pay for the many facilities and services needed to support quality of life in the community. In addition, efficient land use can reduce the cost of municipal utilities over time.

The Land Use Plan is the central element of the Comprehensive Plan, and many people will think of this chapter as the comprehensive plan. The other plan chapters each related to the Land Use Plan as they each have a geographic component. Consequently, there is some overlap, and other elements provide more detail on certain subjects mentioned in this chapter.

The Land Use Plan translates the community vision for growth and conservation into a recommended physical pattern of neighborhoods, commercial and employment areas, road, and parks. Land use policies seek to influence the location, types, amount, and timing of future growth through private real estate development, public investment in infrastructure and community facilities, and conservation of natural areas. In addition, the policies are intended to ensure that the environment and other long-term public interests are given adequate consideration and protection.

The Land Use Plan will be used by the City in making decisions about private development proposals, and the location, size and timing of public improvements. This chapter serves as the basis for preparing more specific small-area or sketch plans for smaller subsections of the community, such as the central business district or a mixed-use development.

This chapter will be implemented through the City's zoning and subdivision ordinances, which will be amended after the adoption of this plan, and through the administration of that ordinance by City staff, the Planning Commission and the City Council.

The Land Use Plan should not be construed as a final blueprint for specific site development, nor as a prospective zoning map. The identification of preferred land uses does not imply that rezoning a specific area is immediately appropriate. While the zoning and subdivision ordinances must be consistent with this plan, the rezoning process is separate from the planning process and must consider the timing of zoning decision, availability of similar land, and the impact of the rezoning decision on other City objectives and policies.

The Land Use Plan may be amended occasionally as circumstances warrant. The City intends the policy direction of this plan will to be relatively consistent over time. Guidelines for reviewing and updating the plan are included in the Plan Implementation chapter of this comprehensive plan.

Land use patterns play a significant part of defining community identity. The organization of residential, business, and public uses influences how people choose to live, work, and play in the community. Land use relationships that help Wyoming achieve its vision will ultimately create a desirable community. Within the context of this Comprehensive Plan, the Land Use Plan promotes strong residential neighborhoods, a flourishing industrial base, a vibrant Downtown Core, focused commercial areas, and numerous recreational opportunities.

The Land Use Plan looks at broad community patterns; How much growth should be anticipated and accommodated? Where should growth occur? How do land uses relate to the natural environment and to one another?

Land Use Types and Descriptions

The Land Use Plan includes a variety of land use types described below. The land use descriptions identify the future plan for the City, while zoning regulates the actual current and future use. Zoning may need to be updated from time to time to reflect the Comprehensive Plan, while minimizing the creation of non-conforming parcels.

Semi-Rural Neighborhoods

The Semi-Rural Housing Areas are locations that are presently subdivided into parcels of approximately one to ten acres. This may include the present Agricultural, Rural Residential I and Rural Residential II zoning districts. Most of those locations cannot easily be subdivided further into smaller parcels that could economically accommodate public or shared private wastewater systems. The majority of the Semi-Rural Housing Area will continue to be unsewered – that is, continue to be served with individual on-site wastewater treatment systems.

Single Family Residential Neighborhoods

The Single-Family Residential Neighborhoods are areas that can be subdivided and economically served with either public or private shared wastewater treatment systems. Parcel sizes for Single Family Residential Neighborhoods should be in the range of 9,000 to 18,000 square feet. These neighborhoods may also include types of housing that have more than one dwelling per building and have an outdoor entrance for each dwelling, such as townhouses. Neighborhoods with a combination of detached and attached housing types may be approved through a public review process that ensures:

- That nearby housing and roads are adequately protected.
- That the neighborhood provides more natural open space and/or public park than would result if it contained only detached housing.
- That the overall average density of the neighborhood is not more than 20 percent greater than what would be possible only using detached (single-family) housing.
- That no more than 50 percent of the dwelling units are of the attached variety.

Prior to Single Family Residential Neighborhoods being served with municipal or private shared wastewater treatment systems, they will be zoned to allow an average of 1 house per 20 acres (not 20-acre lots) on unsewered sites, and farming activities on sites of 20 acres or larger. Higher average housing densities may be allowed if the applicant receives approval from the City for a plan showing how the property could realistically be re-subdivided in the future and developed with lot sizes of 9,000 to 18,000 square feet that will be served with public or private shared wastewater treatment systems.

Multi-Family Suburban Neighborhoods

Multi-family Suburban Neighborhoods allow townhouses (2, 4 and 8 units) and similar forms of housing that have an individual exterior entrance for each dwelling unit. These neighborhoods may also include detached single-family houses on small lots (approximately 5,000) That are developed and maintained through an association or similar arrangement.

High Density Residential Neighborhoods

High Density Residential includes senior housing and apartment buildings. High Density Residential Neighborhoods should be:

- Permitted only by a “conditional use permit” under the zoning regulations.
- Limited through the zoning regulations to not more than 20 dwelling units per net acre (not counting streets, wetlands, parks, etc.).
- Required to have at least one garage space for every dwelling unit, either under the main building or in a separate building.

Commercial

The Commercial Areas will allow a wide range of businesses that serve the individual consumer, whether for goods or services. These designations are located along the major traffic arteries and can be expected to generate large amounts of traffic. Trash handling, service docks, signs and lighting must be softened through site planning and landscaping. Protecting nearby housing will be an important consideration during the review of site plan applications. Apply zoning regulations to control building materials, landscaping, parking, lighting, signs and access. Access to all parcels must be via City streets.

Two areas designated for commercial development outside of the “Downtown Core” (that are along East Viking Boulevard and Highway 61/County Road 30) include:

- West of the interchange of I-35 and County Road 22.
- Along US Highway 8.

Mixed Use

Mixed Use development must include two or more types of land use, and may include retail businesses or service businesses, office buildings, single-family housing, multi-family housing, and high-density housing. Developers will be required to negotiate a unified and high-quality comprehensive design plan with the City. Any development in this category should be required to obtain a conditional use permit or go through the planned-unit development process. Where Mixed Use development abuts an area either planned for or developed as single family residential, the design for the Mixed-Use site must be compatible with the nearby residential site.

Four areas planned as “Mixed Use” include:

- The southeast quadrant of Highway 61 and 250th Street.
- East of and adjacent to County Road 30 and directly south of the Wyoming – Stacy border.
- Between Kettle River Boulevard and I-35, directly west of the hospital.
- North of and adjacent to US Highway 8 bounded by Heath Avenue to the east and West Comfort Drive to the north.

Downtown Core

The Downtown Core is the location presently known as “Downtown” Wyoming. This area is located east of I-35, generally centered around Highway 61 and East Viking Boulevard. The Downtown Core is intended to be a more densely developed area with retail and service businesses, City Hall, County library and high-density residential neighborhoods.

In the area between Highway 61 and Fenwick Avenue, access should be limited to Highway 61 and/or the east-west streets (as opposed to Fenwick Avenue) and the houses east of Fenwick Avenue should be protected through careful building placement, parking design, landscaping, lighting, trash handling, signage and other site planning. To the extent that the market will allow, buildings in this area should follow the traditional pattern of being located adjacent to the public sidewalk, particularly if adjacent to one of the historic buildings that were constructed in that manner.

Urban design guidelines may be included in the zoning ordinance that is written to implement this plan category. A high level of site landscaping, building façade materials and signage should be required through zoning and site plan review in this highly visible part of the community.

Office and Health Care Business

The Office and Health Care Business land use category allows corporate or professional office buildings, hospital and health clinic buildings, hotels, nursing homes, and high-density residential neighborhoods. Intensive site coverage should be sought in order to maximize the economic benefit. This district is intended to be an attractive employment area; approximately 15 percent of each site should be devoted to generously landscaped green space. A high level of site planning, landscaping and façade treatment will be required through zoning and site plan review. Coordinated campus-style developments are encouraged. Retail or service business will be allowed if they are a secondary component of an office or health care building. No manufacturing or outdoor storage will be allowed.

Industrial and General Business Area

This area provides for the development of a range of industrial and general business uses. This area includes light manufacturing, offices, sales, and research and development. It may also selectively allow retail or service business by conditional use permit, particularly in the industrial area south of the Downtown Core. Locations for industries designated by this plan include portions of the Highway 61 corridor and the site of the former landfill operation along Railroad Avenue. Zoning regulations will be used to control site planning, landscaping, lighting, parking, truck handling, outdoor storage, signs, and access. Access to all parcels must be via City streets. Private redevelopment of properties that have aging buildings and outdoor storage will be encouraged, especially adjacent to the Highway 61 and Sunrise River Trail right of way between Fairview Boulevard and East Viking Boulevard.

The Industrial and General Business Area will allow a variety of light manufacturing, office-showroom, and office buildings. Outdoor storage of goods and materials should only be allowed under a “conditional use permit” that specifies visual screening with buildings, walls, fences, berms, and/or landscaping.

Public and Semi-Public Facilities

This planning district includes public schools the Public Safety Building (former Township Hall site), and other properties owned by the City, the County, or the State of Minnesota. Places of worship are also included in this category.

Parks and Open Space

Parks and Open Space includes lands designated for active and passive recreation. This use does not include any parks that may be privately owned. The exact locations of future neighborhood parks will be determined during the land development process.

Conservation and Open Space

This land use plan category includes all wetlands, which will continue to be protected under the regulations of Chisago County, the Comfort Lake–Forest Lake Watershed District, and other applicable state and federal entities. It also includes the Carlos Avery State Wildlife Management Area, which covers a large portion of the City.

Shoreland and Floodplain Areas

The City of Wyoming will continue to administer its Shoreland regulations for consistency with development, and natural resources protection. The Zoning Map shows the approximate location of the Shoreland Management Overlay Areas within 1,000 feet of state-designated lakes and 300 feet of state-designated streams. The Floodplain areas are encompassed within the Shoreland Management Overlay; however, the Overlay includes lands outside the Floodplain zones.

Table 5 - Land Use and Zoning Description

Comprehensive Plan Land Use Categories	Current Zoning Equivalent
Semi-Rural Housing	Agricultural (A), Rural Residential I (R1), and Rural Residential II (R2)
Lower Density Suburban Neighborhoods	Single Family Residential (R3)
Medium and Higher Density Suburban Neighborhoods	One and Two Family Residential (R4), and Medium and High-Density Housing District (R6)
Downtown Core	Central Business District (CBD)
Commercial	Commercial (C)
Mixed Use	Mixed Use (MXD)
Office and Health Care Business	Office and Health Care (OHC)
Light Industry and General Business Area	Industrial (I) and Commercial (C)
Public and Semi-Public Facilities	No specific zoning district. Government uses are conditional uses in R1, R2, R3, R4, & R6
Public Park	No specific zoning district. Parks are the same district as the surrounding properties
Conservation and Open Space	No specific zoning district. Parks are the same district as the surrounding properties
Shoreland and Floodplain Areas	Shoreland District Overlay and Floodplain Overlay
	Manufactured Home District (R5). Current map has both manufactured home parks as R1
	Highway 8 Overlay
	Solar Energy Systems Overlay
	Closed Landfill Restricted (CLR) District

Table 6 - Acreage by Land Use Category

Land Use Plan Category	Acreage	Percent
Semi-Rural Neighborhoods	3,214	23.1 percent
Single Family Residential Neighborhoods	3,325	23.9 percent
Multi-Family Suburban Neighborhoods	549	3.9 percent
High Density Residential Neighborhoods	39	0.3 percent
Commercial	389	2.8 percent
Downtown Core	68	0.5 percent
Office and Health Care Business	138	1.0 percent
Mixed Use	297	2.1 percent
Industrial and General Business Area	1,288	9.3 percent
Public and Semi-Public Facilities	22	0.2 percent
Conservation and Open Space	4,185	30.1 percent
Agriculture	351	2.5 percent
Closed Landfill	52	0.4 percent
Totals	13,917	100.0 percent

Source: 2022 Draft Comprehensive Plan (WSB)

Urban Service Area

Future development must reflect the ultimate buildout potential and future urban service goals for the City. There are three different urban service area classifications, each with a different set of goals and land development objectives. The three area classifications are as follows:

1. Interim Urban Service Area
2. Ultimate Urban Service Area
3. Permanently Unserved Area

Development that occurs today, depending on where it is located, must be mindful of the ultimate buildout potential and future urban service goals for that portion of the City, and should be sized and designed appropriately.

Interim Urban Service Area

The goal for the Interim Urban Service Area is to extend urban services concurrent with the timing of new development. This is the portion of the City where urban services are either currently available, or where the opportunity to supply urban services has been evaluated and determined to be feasible (given current infrastructure) within the time 20-year horizon of this Plan. The City will revisit the boundary of this area as development occurs and improvements are brought online. This boundary will be amended during the update of this plan ten years after adoption. **Figure 4** illustrates the Interim Urban Service Area.

Ultimate Urban Service Area

The development goal for the Ultimate Urban Service Area is to utilize one of the two following methods in unserved residential subdivision development:

1. Develop at densities no greater than allowed by the Agriculture or Rural Residential zoning district so that future re-subdivision is feasible when utilities are extended.
2. Plan for a community septic system to support the subdivision development.

This area of Wyoming lies outside of the current urban service area but includes the portions of the City that may become eligible for urban service connections at some time beyond the 20-year planning horizon. Proposed development in this area will not be served at this time but should anticipate the potential for ultimate urban service density and connectivity.

Regardless of which method of development occurs, the City may require a “ghost plat” - a subdivision to show how future subdivision lots could allow for eventual urban density served with municipal utilities. For commercial development in the Ultimate Urban Service area, all new development should undergo a site plan review to evaluate the capacity of the site to support septic and ensure sufficient water supply for operation and fire suppression. **Figure 5** depicts the Ultimate Urban Service Area.

Permanently Un-Served Area

In this portion of the City, the development goal is to conform to the regulations of the governing zoning district with respect to minimum lot size and developable land requirements. These areas of Wyoming are anticipated to never be served with urban services. The natural features, existing lot sizes, lack of connectivity, and rural nature of these areas make it poorly suited for development at urban densities.

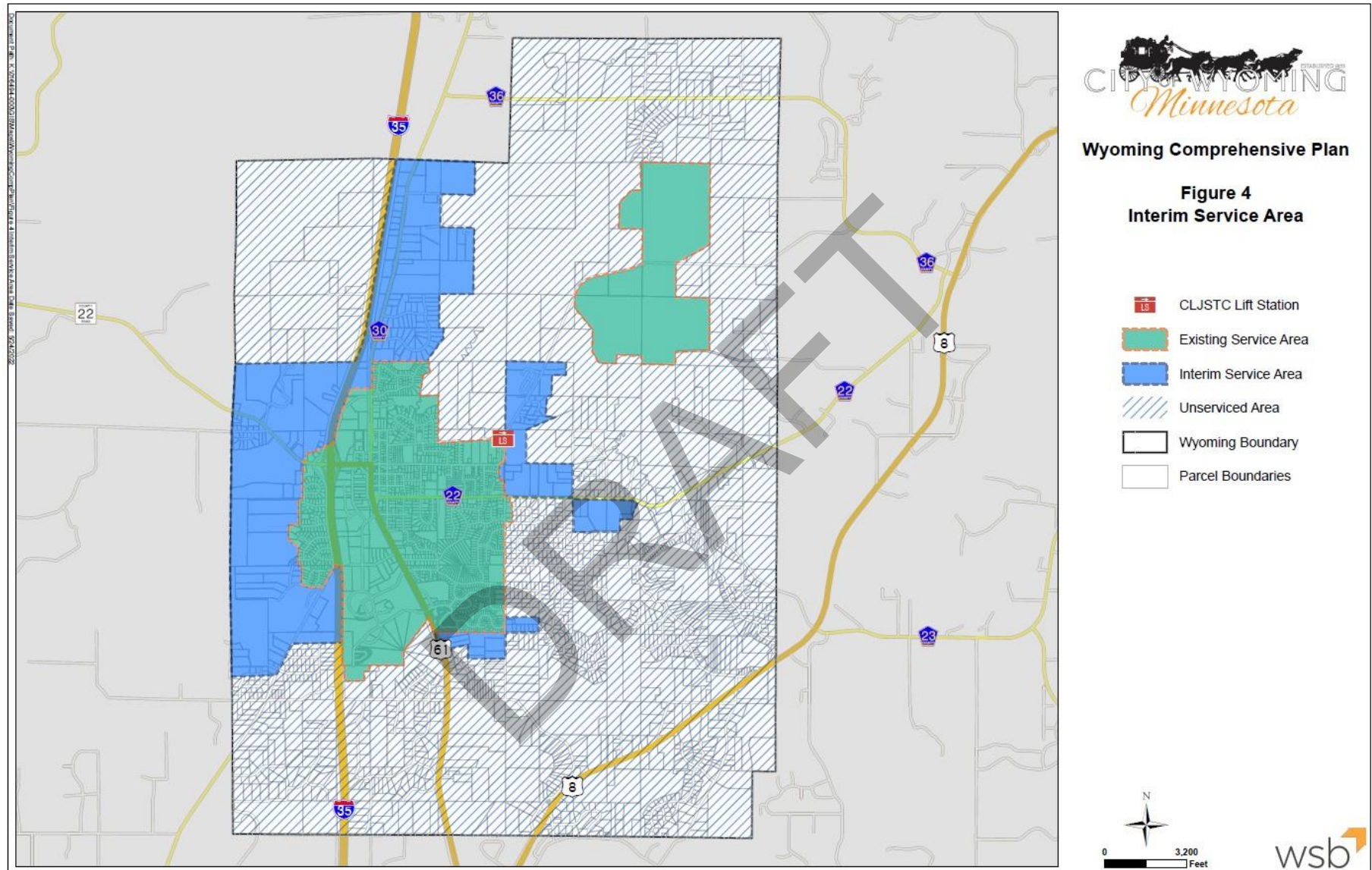


Figure 4 - Interim Service Area

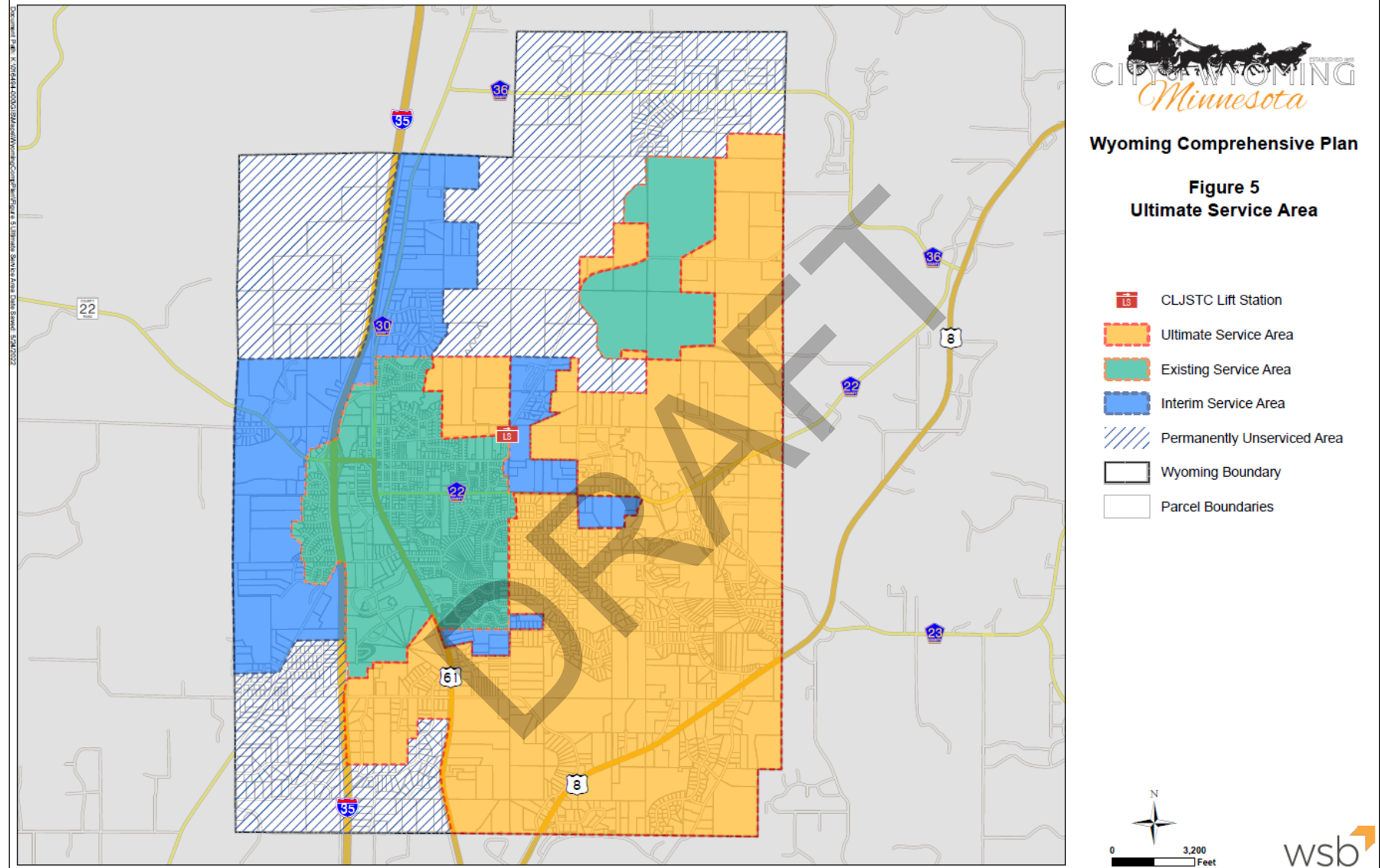


Figure 5 - Ultimate Service Area

Land Use Plan

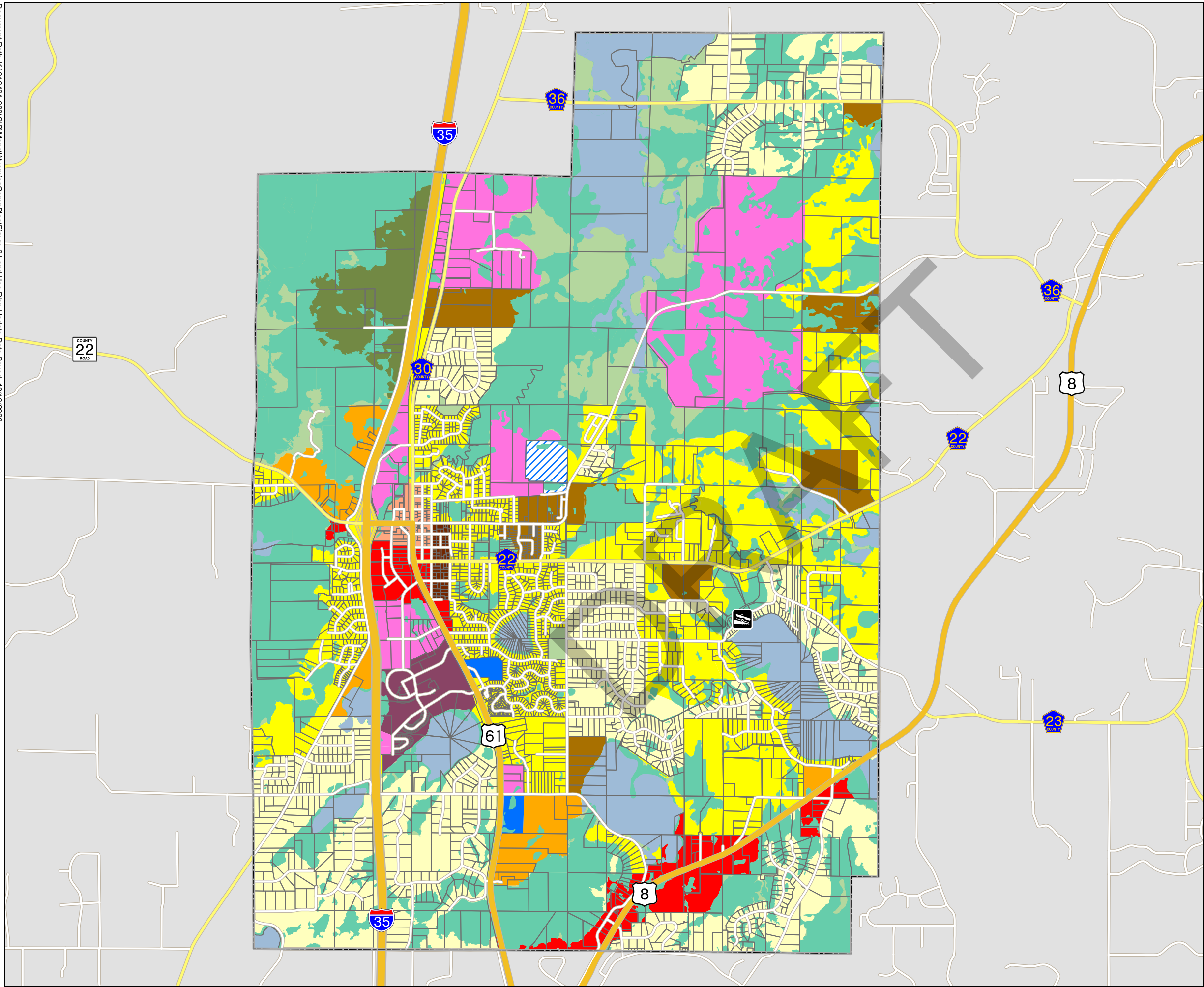
The City of Wyoming Land Use Plan map is a guide to zoning land for future use or conservation. It is not a zoning map and does not have the force of law that a zoning ordinance and zoning map do. Consequently, the zoning districts may not correspond perfectly with this land use plan map. The zoning ordinance and zoning map should be revisited after the adoption of this comprehensive plan.

Table 7 - Land Use Categories and Urban Service Areas (acres)

Land Use	Existing Service Area	Interim Service Area	Ultimate Service Area	Permanently Unserved Area	Entire City
Semi-Rural Neighborhoods	6	199	1,462	1,547	3,214
Single Family Residential Neighborhoods	775	539	1,918	93	3,325
Multi-Family Suburban Neighborhoods	100	170	255	24	549
High Density Residential Neighborhoods	39	0	0	0	39
Commercial	107	4	275	3	389
Downtown Core	68	0	0	0	68
Mixed Use	5	118	173	1	297
Office and Health Care Business	137	1	0	0	138
Industrial and General Business Area	763	262	211	52	1,288
Public and Semi-Public Facilities	22	0	0	0	22
Conservation and Open Space	179	587	1,297	2,122	4,185
Agriculture	0	0	0	351	351
Closed Landfill	0	0	52	0	52
Totals	2,201	1,880	5,644	4,192	13,917

Source: 2022 Draft Comprehensive Plan (WSB)

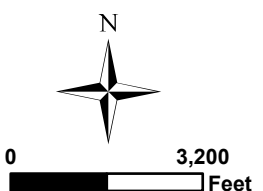
Document Path: K:\016494-0001\GIS\MapSeries\WyomingCompPlan\Figure 6 Land Use Plan Update Date Saved: 12/16/2022



Wyoming Comprehensive Plan

Figure 6 Updated Land Use Plan

-  State Property and Boat Landing
 -  Wyoming Boundary
 -  Parcel Boundaries
 -  Waterbody
 -  Wetlands
- Land Use**
-  Semi-Rural Neighborhood
 -  Single Family Residential Neighborhood
 -  Multi-Family Suburban Neighborhood
 -  High Density Residential Neighborhood
 -  Commercial
 -  Downtown Core
 -  Mixed Use
 -  Office and Health Care Business
 -  Industrial and General Business
 -  Public and Semi Public
 -  Conservation and Open Space
 -  Agriculture
 -  Closed Landfill



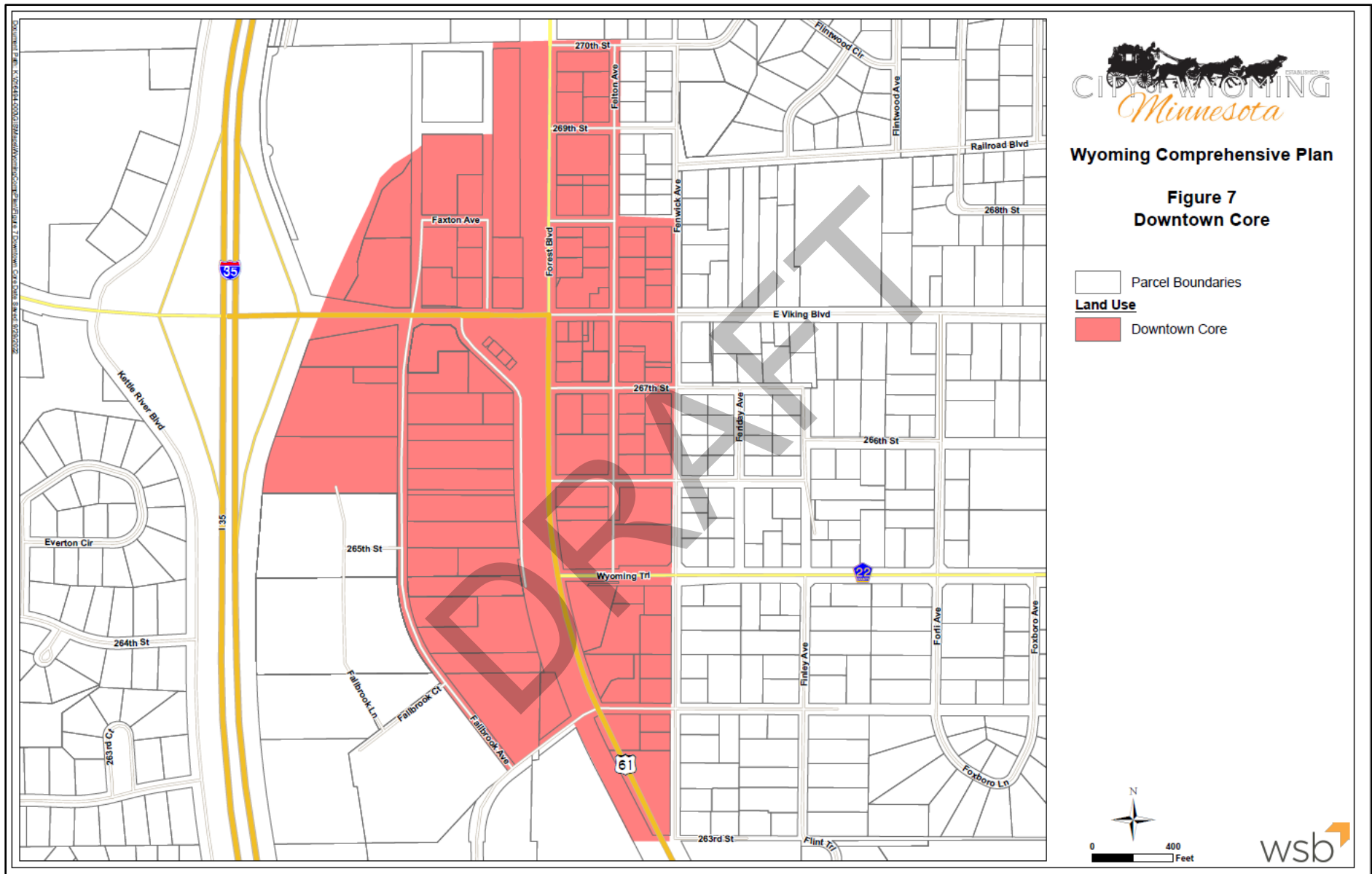


Figure 7 - Central Business District

Transportation Plan

Integrate Transportation Systems:

- *Interconnect neighborhoods with multiple modes of transportation and safe transportation systems.*
- *Reduce reliance on auto driving.*
- *Ensure that residents can travel throughout the community as pedestrians, while bicycling, and in motor vehicles.*
- *Ensure that these traveling opportunities are accessible to residents of all capabilities through constructing and improving infrastructure to Americans with Disabilities Act (ADA) standards.*

The City of Wyoming Transportation Plan describes the pattern of existing and planned major roads, establishes road design standards, and addresses intergovernmental coordination for road improvements.

Functional Classification

Functional classification is a method of categorizing streets by the type of transportation service provided, and the roadway's relationship to surrounding land uses. The purpose of a functional classification system is to create a hierarchy of roads that collect and distribute traffic from neighborhoods to the metropolitan highway system, in an efficient manner given the topography and other physical constraints of the area. This system is intended to create an orderly pattern of roads with appropriate spacing, access control, traffic capacity, and speed limits so as to accommodate planned land use densities and provide for safe and efficient movement.

The major road system functional classifications include:

- Principal Arterial
- Minor Arterial
- Collector
- Local

The functional classifications provide for freeway, urban, and rural standards. **Figure 8** illustrates the planned pattern of the road functional classification. **Table 8** lists roads by functional class, number of lanes, jurisdictional class and sub-class. Wyoming will work with the adjacent municipal jurisdictions, Chisago County and the Minnesota Department of Transportation to implement the proposed functional classification plan shown in (**Figure 8**).

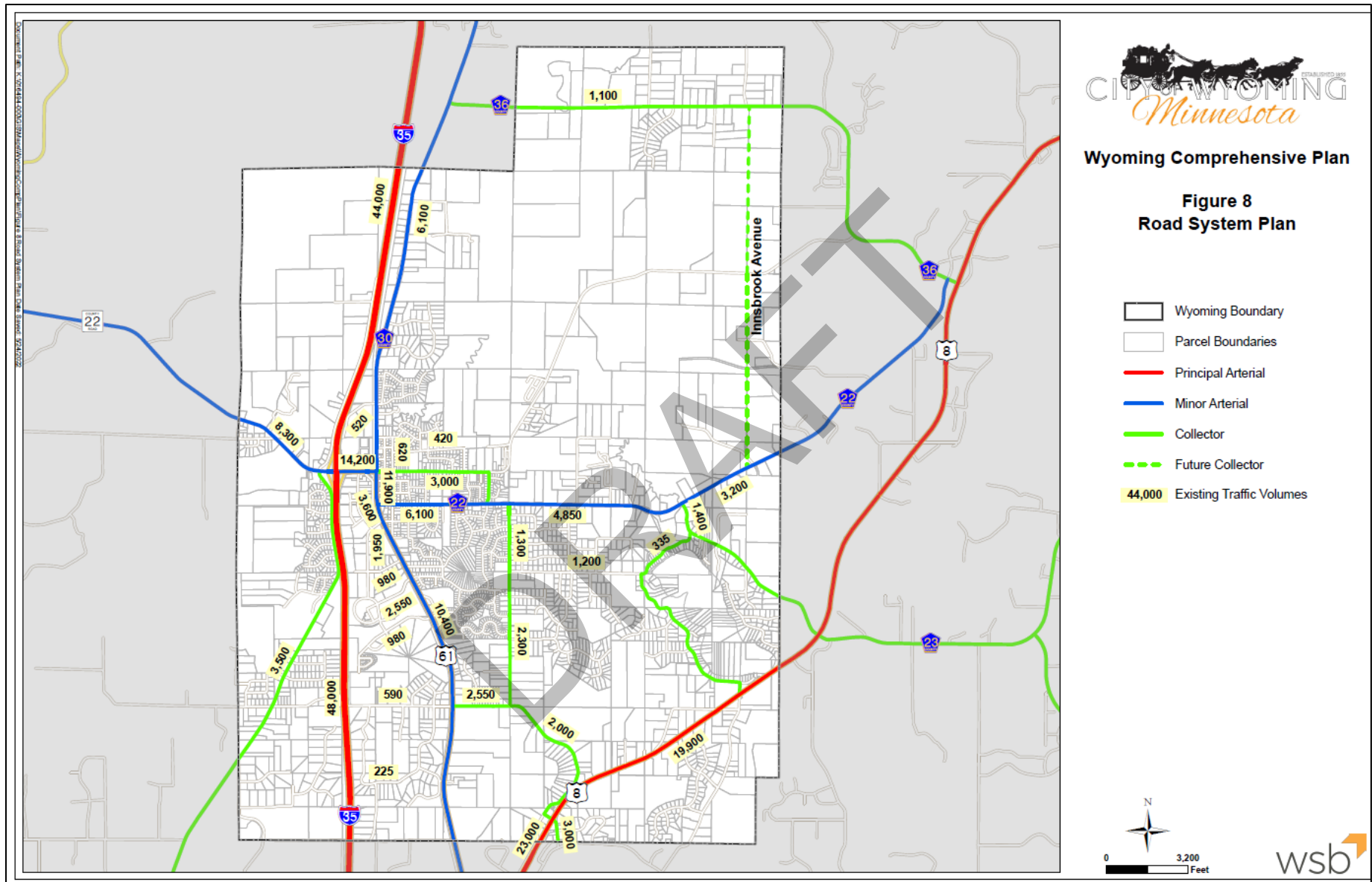


Figure 8 - Road System Plan

Table 8 - Functional Classification and Jurisdiction by Street

Classification	Jurisdiction	Lanes
Principal Arterials		
I-35	State	4
US 8	State	2 or 4
Minor Arterials		
US 61	State	2 or 3
County Road 22	Chisago County	2
County Road 30	Chisago County	2
Collectors		
County Road 36	Chisago County	2
Viking Boulevard (west of US 61)	City of Wyoming	2
Goodview Avenue (south of CSAH 22)	City of Wyoming	2
Glen Oak Drive (north of CSAH 22)	Chisago County	2
Pioneer Road	City of Wyoming	2
250 th Street (partial)	City of Wyoming	
West Comfort Lake Drive	City of Wyoming	2
Kettle River Boulevard	Chisago County	2
Innsbrook Avenue (future road)	City of Wyoming	2

Principal Arterials

Principal arterials are roadways that provide the greatest level of mobility and access control. Within the metropolitan area, the great majority of principal arterials are under MnDOT jurisdiction. Principal arterials are typically interstate highways or other state or federal freeways or expressways. These facilities are intended to serve trips greater than eight miles, and express transit trips. Spacing of principal arterials varies within developing areas of the metropolitan area. Typically, these facilities are spaced between two and six miles apart. These facilities connect regional business and commercial concentrations, transportation terminals, and large institutions within the metropolitan area. Principal arterials also connect other cities, regions, and states outside of the metropolitan area.

Principal arterials are intended to maintain average speeds of 40 mph during peak traffic periods. To maintain mobility and speeds on principal arterials, land access and transportation system connections are limited. There is little to no direct land access from principal arterials. Intersections are limited to interstate freeways, other principal arterials, and “A” Minor arterials. Access points are typically grade-separated, or controlled with a signal, and are spaced one to two miles apart.

Minor Arterials

Minor arterials maintain a focus on mobility but provide more land access than principal arterials. Minor arterials are intended to serve trips of four to eight miles in length. Within developing areas of the metro, these facilities are spaced between one and two miles apart. Minor arterials connect cities and towns within the region, and link to regional business and commercial concentrations. Access points along minor arterials are generally at-grade, and typically controlled with signals or stop signs.

During peak traffic, minor arterials in developing areas are intended to maintain 30 mph average speeds. As a result, transportation system connections are limited to interstate freeways, other principal arterials, other minor arterials, collectors, and some local streets. Land access is limited to concentrations of commercial and industrial land uses.

Collector Roadways

Collector roadways provide linkages to larger developments and community amenities. They generally do not link communities to one another. Collector roadways generally favor access to the system over mobility but try to balance the two competing needs. These roadways are generally lower speed than the principal or minor arterial routes. They are usually owned and operated by cities, although counties operate some of these facilities. Collectors are intended to serve trips of one to four miles in length. Collectors link minor arterials, other collectors, and local streets.

Future Innsbrook Avenue should be constructed in the corridor suggested by **(Figure 8)** but may be aligned differently to avoid natural or man-made features. The Innsbrook Avenue right-of way would also serve as a critical future utility corridor.

Local Streets

Local streets provide access to adjacent properties and neighborhoods. Local streets are generally low speed and designed to discourage through traffic. All the remaining roadways in the City that were not listed under the previous functional classifications above fall under the local road designation. Wyoming has a unique street system due to the presence of many large natural features, including Carlos Avery Wildlife Refuge, lakes, wetlands and streams. Sensitivity to and preservation of these natural features is important and has played a large role in the development of the street system within the City. This has resulted in an interconnected street system that differs from the traditional grid system evident in other communities. Connectivity and continuity of roadways within the City is an issue that will persist as the City continues to balance the need to preserve these natural features with the need to provide accessibility, mobility, and efficiency within its transportation system.

Local and collector streets may be designed to either urban standards (curbing) or rural standards (shoulders and swales or ditches).

Roadway Capacity

Roadway capacity deficiencies and needs were determined using the existing Average Daily Traffic (ADT) volumes, based on data from the MnDOT traffic volume website, and City traffic counts. **Figure 8** shows the existing traffic volumes on the area roadway system. Roadway capacity and roadway safety are two key indicators of how well the roadway system is meeting the City's transportation needs.

Existing Roadway Capacity

A roadway's capacity indicates how many vehicles may use a roadway before it experiences congestion. Capacity is largely dependent upon the number of lanes. **Table 9** illustrates the planning-level thresholds that indicate a roadway's capacity. Additional variation (more or less capacity) on an individual roadway segment is influenced by a number of factors including amount of access, type of access, peak hour percent of traffic, directional split of traffic, truck percent, opportunities to pass, amount of turning traffic, the availability of dedicated turn lanes, parking availability, intersection spacing, signal timing and a variety of other factors. At the planning level, capacity problems are identified by comparing the existing number of lanes with current traffic volumes.

Table 9 - Planning Level Roadway Capacity

Facility Type		Daily Two-Way Volume	
		Lower Threshold	Higher Threshold
Arterials	Two-lane undivided	10,000	12,000
	Two-lane divided or three-lane undivided	15,000	17,000
	Four-lane undivided	18,000	22,000
	Four-lane divided or five-lane undivided	28,000	32,000
Freeways	Four-lane freeway	60,000	80,000
	Six-lane freeway	90,000	120,000
	Eight-lane freeway or higher	Calculated on a segment-by-segment basis	

Source: FHWA Highway Capacity Manual and WSB Experience from Previous Projects

Using the methodology described above, existing capacity deficiencies were identified by comparing existing average daily traffic (ADT) volumes to the thresholds noted in **(Table 9)**. The existing traffic volumes **(Figure 8)**, and the existing number of lanes, were used to develop the existing capacity deficiencies. Congested roadway segments are defined as those with a volume-to-capacity ratio at or above 1.0, which signifies that a segment of road has observed volumes which exceed its design capacity. Roadways that are approaching capacity have a volume-to-capacity ratio of 0.85 to 1.0.

All City of Wyoming existing volumes on local City streets are below or within the planning level capacity thresholds shown in **(Table 9)**. However, some congestion does occur along some primary routes, such as TH 8, TH 61 and CSAH 22 due to operational constraints at intersections.

Based on this review, the following road segment currently exceeds its design capacity:

- TH 61 – CSAH 22 (Wyoming Trail) to CSAH 22 (Viking Blvd)
- TH 8 - TH 61 to east City Limit

In addition, the following roadways are currently approaching congestion:

- TH 61 – South of CSAH 22 (Wyoming Trail)
- CSAH 22 (Viking Blvd) – I-35 to TH 61

The methodology described above is a planning-level analysis that uses average daily traffic volumes and is not appropriate for all traffic conditions. Traffic conditions that do not fit the average daily traffic criteria (i.e., weekend travel, holiday travel, special events, etc.) are likely to produce different levels of congestion. Further, this methodology does not take into account specific geometric conditions that exist at the intersection nodes, potential peaking characteristics of these roadways, or directional flow disparities, which can greatly impact the order of magnitude of the deficiency (either meaning there is not a deficiency, or it is more significant than what is indicated by the average daily traffic (ADT) alone). For purposes of the transportation planning process, this volume-to-capacity (v/c) methodology is widely accepted and applicable. For detailed design consideration of access management, intersection traffic control and congestion mitigation, the City may require a traffic study, providing detailed operational analysis for specific developments.

Safety Issues

A central transportation issue is roadway safety. MnDOT maintains a database of crash records from around the State of Minnesota. These records identify the location, severity and circumstances associated with each crash. This dataset is useful for identifying crashes within the City, but it should be noted that the crash location data input may not always be extremely accurate. Therefore, further evaluation may be needed to determine if safety issues exist at locations identified as having a high frequency of crashes. MnDOT's dataset was reviewed to identify the number, location and severity of crashes in the City of Wyoming for the years 2016 - 2020. Overall, there were 451 crashes, of which 5 involved fatalities, 119 involved personal injury, and 327 involved property damage (**Table 10**). These crashes were generally widely distributed throughout the City, with most locations accounting for only one or two incidents, suggesting that a crash at that location was a random event. However, several of these crashes were concentrated at a limited number of locations.

Table 10 - Motor Vehicle Crashes in Wyoming (2016-2020)

Year	Fatal Crashes	Number of Crashes				
		Personal Injury Crashes			Property Damage Crashes	Total Crashes
		Type A - Incapacitating Injury	Type B - Non-Incapacitating Injury	Type C - Possible Injury		
2016	0	2	7	16	61	86
2017	1	0	6	13	63	83
2018	2	3	5	16	70	96
2019	1	2	9	17	78	107
2020	1	2	10	11	55	79
5-Year Total	5	9	37	73	327	451
5-Year Average	1	2	7	15	65	90

**Includes Interstate and Trunk Highway Facilities*

There is a high correlation between the frequency of crashes and traffic volumes. Roadways with high volumes have a tendency to have more crashes than a lower volume roadway. A planning-level safety analysis was conducted to identify locations in Wyoming with a high frequency of crashes. Further investigation is warranted at these locations to evaluate the types of crashes and to calculate crash rates at these locations to determine their relevance. The intersections with the most crashes are listed in (**Table 11**).

Table 11 - Top Eight Crash Locations in Wyoming (2016-2020) (by total crashes)

Crash Location Descriptions	Number of Crashes					
	Fatal Crashes	Personal Injury Crashes			Property Damage Crashes	Total Crashes
		Type A	Type B	Type C		
1. TH 8 at Greenway Ave	0	1	3	9	24	37
2. CSAH 22 at NB I-35 Ramp	0	1	1	0	14	16
3. TH 61 at CSAH 30	0	0	0	4	7	11
4. TH 61 at CSAH 22	0	0	1	3	5	9
5. CSAH 22 at Kettle River Blvd	0	0	1	1	7	9
6. CSAH 22 at SB I-35 Ramp	0	2	0	2	7	9
7. TH 61 at 257 th St	0	0	0	4	2	8
8. TH 61 at 250 th St	0	0	1	0	6	7

In keeping with the State's goal of "Toward Zero Deaths", additional analysis of the fatal crashes within the City over the five-year study period was also conducted using crash reports. Based on the reports, roadway geometry was not cited as contributing factors in the fatal crashes. Instead, the reports showed that 4 of the 5 fatal crashes occurred on I-35 and the other on 250th Street west of Kettle River Blvd.

Access Management

The purpose of access management is to provide adequate access to adjacent land development while maintaining acceptable traffic flow on higher level roadways. Management consists of carefully controlling the spacing and design of public street intersections and private access points to the public roadway system. Arterials, being designed for higher speed, and longer distance trips, generally have reduced or restricted access, while local streets can accommodate much greater access. Collector roadways fall in between arterials and local roadways regarding the amount of access that is permitted. The agency with jurisdiction over a roadway establishes access management guidelines. Access to US 61 and US 8 must meet MnDOT access management guidelines and is permitted subject to conditions.

Chisago County has established access management guidelines for urban and rural areas. Chisago County requires permits for new driveway access to County roads, and when land uses change at a site adjacent to a County road. Chisago County typically requires that new access points meet its guidelines; however, the County can make exceptions to the guidelines with sufficient justification. The City of Wyoming does not have access management guidelines for City streets. The City evaluates new and modified accesses to its City streets through a permitting process on a case-by-case basis.

It should be noted that there are existing access points that do not meet County and MnDOT access spacing guidelines. In many cases, these access points were established prior to agency access spacing guidelines. In other cases, the agency has granted an exception to the existing guidelines. As roadways are reconstructed, each of these agencies generally works to modify and/or relocate access points that do not meet current access spacing guidelines.

Road Design and Right of Way

A system of design guidelines is an effective tool to help provide safe, efficient, and consistent roadway networks. Some situations may require additional analysis due to unusual or unforeseen conditions but established baseline standards will minimize design uncertainties in most circumstances. This is not a purely technical issue, and individual communities may have different preferences for design standards. The City prefers efficient connectivity with neighboring communities.

Traffic Calming

Traffic calming is an approach which is generally used to accomplish one or more of the following primary objectives:

- Reduce speeds on local streets.
- Reduce cut-through (non-local) traffic levels on local streets.
- Improve safety and usability for non-motorized traffic.

Under certain circumstances, traffic calming can be used on collector level roadways to reduce speeds, primarily at intersections. The focus is on “returning neighborhood streets to the neighborhood.” Traffic calming efforts are best evaluated and implemented within the context of the overall transportation network serving the City. It is never advisable to simply shift a problem from one street or area to another. Since so much of Wyoming is rural in nature, traffic calming may not have the same application as in more typical urban settings. However, the types of measures identified below should be kept in mind as possible “tools in the toolbox:”

- Traffic circles/roundabouts.
- Lateral lane shifts – roadway striping.
- Curb extensions/neckdowns at intersections.
- Speed humps/tables.
- Raised crosswalks.
- Diverters – close access to street.
- Driver feedback signs.

It has been suggested that narrowed streets reduce speeds. However, empirical data on this is not conclusive. Traffic calming measures as listed above, should be reviewed on a case-by-case basis but should be evaluated within the context of the overall street network and from the perspective broad based policy objectives.

Complete Streets

“Complete Streets” refers to the planning, scoping, design, implementation, operation, and maintenance of roads as described in Minnesota Statutes (MINN. STAT. 174.75, Subd. 1.). Complete Streets is a process for developing a transportation network that best accommodates all modes of transportation. Roadway planners and designers must systematically consider all modes when developing their long-range plans and short-term maintenance and construction projects. The City of Wyoming supports considering implementing a Complete Streets process in roadway reconstruction projects where appropriate and feasible.

Jurisdictional Classification Plan

Jurisdiction over the City's roadway system is shared among three levels of government including the State of Minnesota, Chisago County and the City. The Minnesota Department of Transportation (Mn/DOT) maintains the Interstate and State trunk highway systems. Chisago County maintains the County State Aid Highway (CSAH) and County Road systems. The City

maintains the remaining streets. The City is required to designate which local roads are included in the Municipal State Aid (MSA) system and thereby eligible to receive funding for construction projects. The program is administered by the Minnesota Department of Transportation (MnDOT). The City is part of MnDOT's Metro region.

Intergovernmental Coordination

Minnesota Department of Transportation

Highway 8 Capacity and Safety Improvements

The Hwy 8 Corridor Study began in 2008 and is now close to being finalized. The study considered a range of roadway alternatives to address Hwy 8 capacity, including access and safety issues between Greenway Avenue North and Karmel Avenue in the cities of Wyoming and Chisago. Chisago County is now leading a project to identify a long-term solution to improve safety and mobility along U.S. Highway 8 from I-35 in Forest Lake to Karmel Avenue in Chisago County. The County is looking at a few options for a new corridor design, which will address safety and mobility issues, while taking pedestrian and bicyclist needs into consideration. Currently, work is being done on the environmental review, traffic analysis, hydraulics and preliminary design of the corridor. **Figure 9** shows the April 2022 concept being considered.

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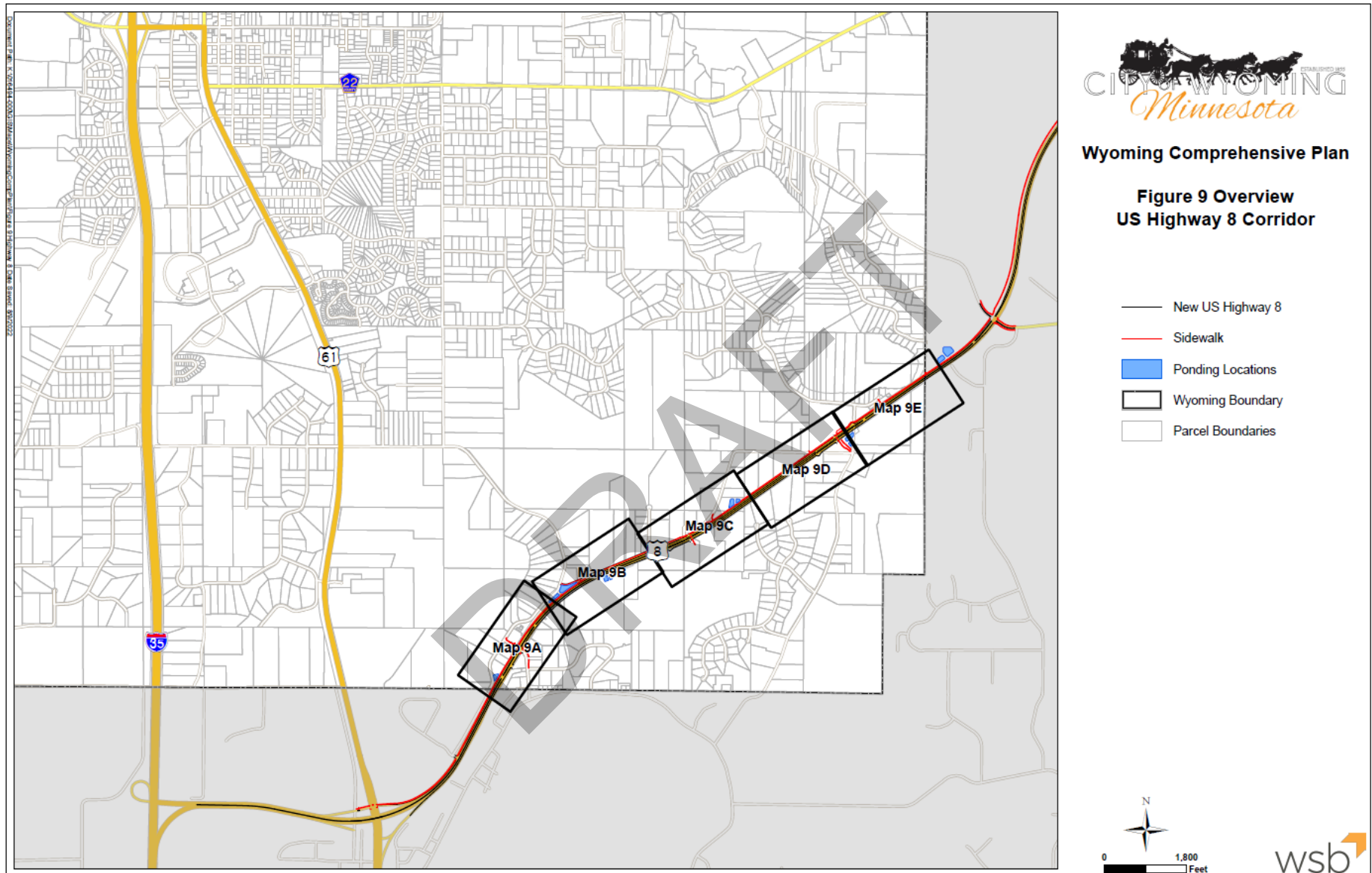
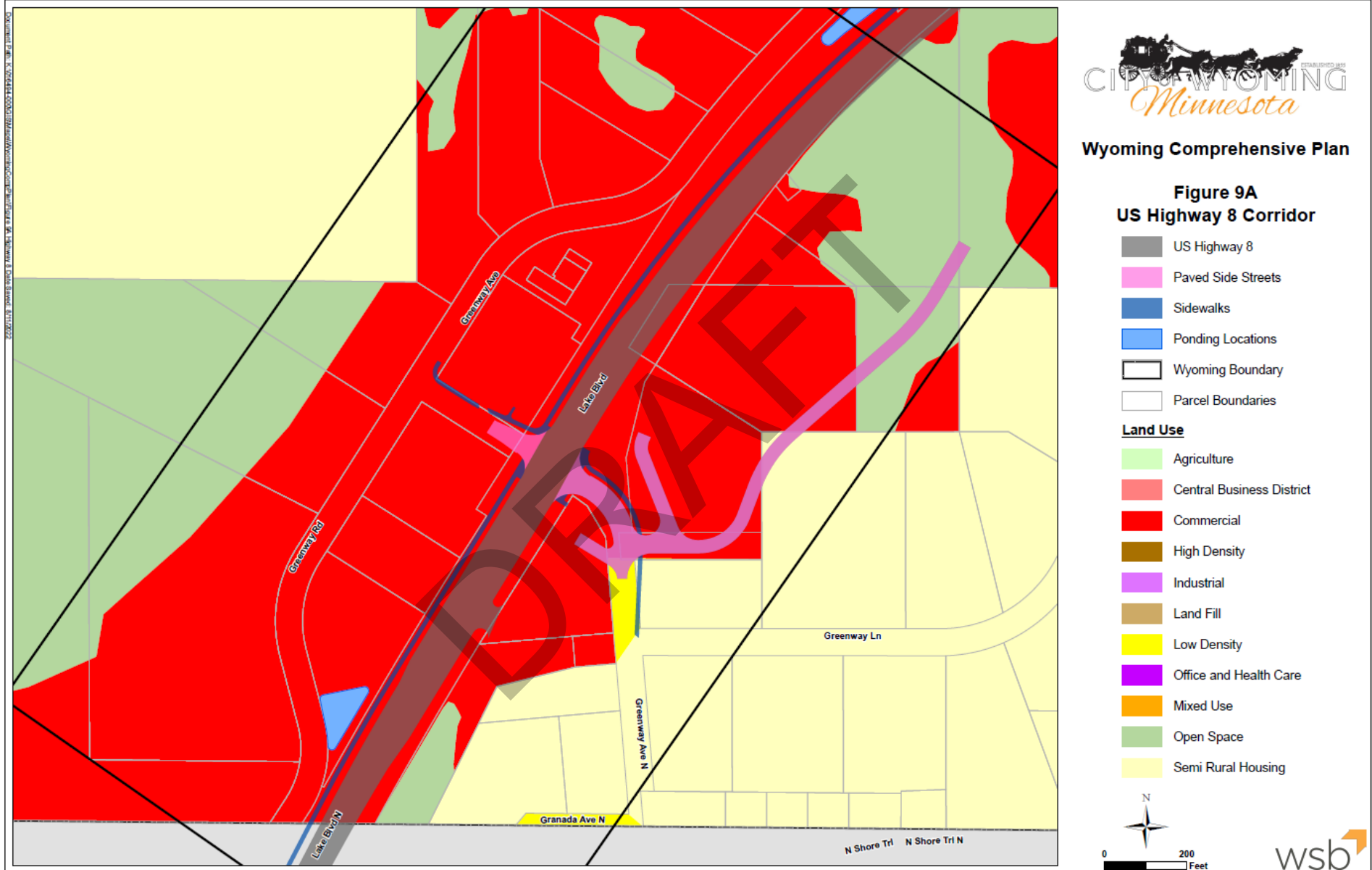
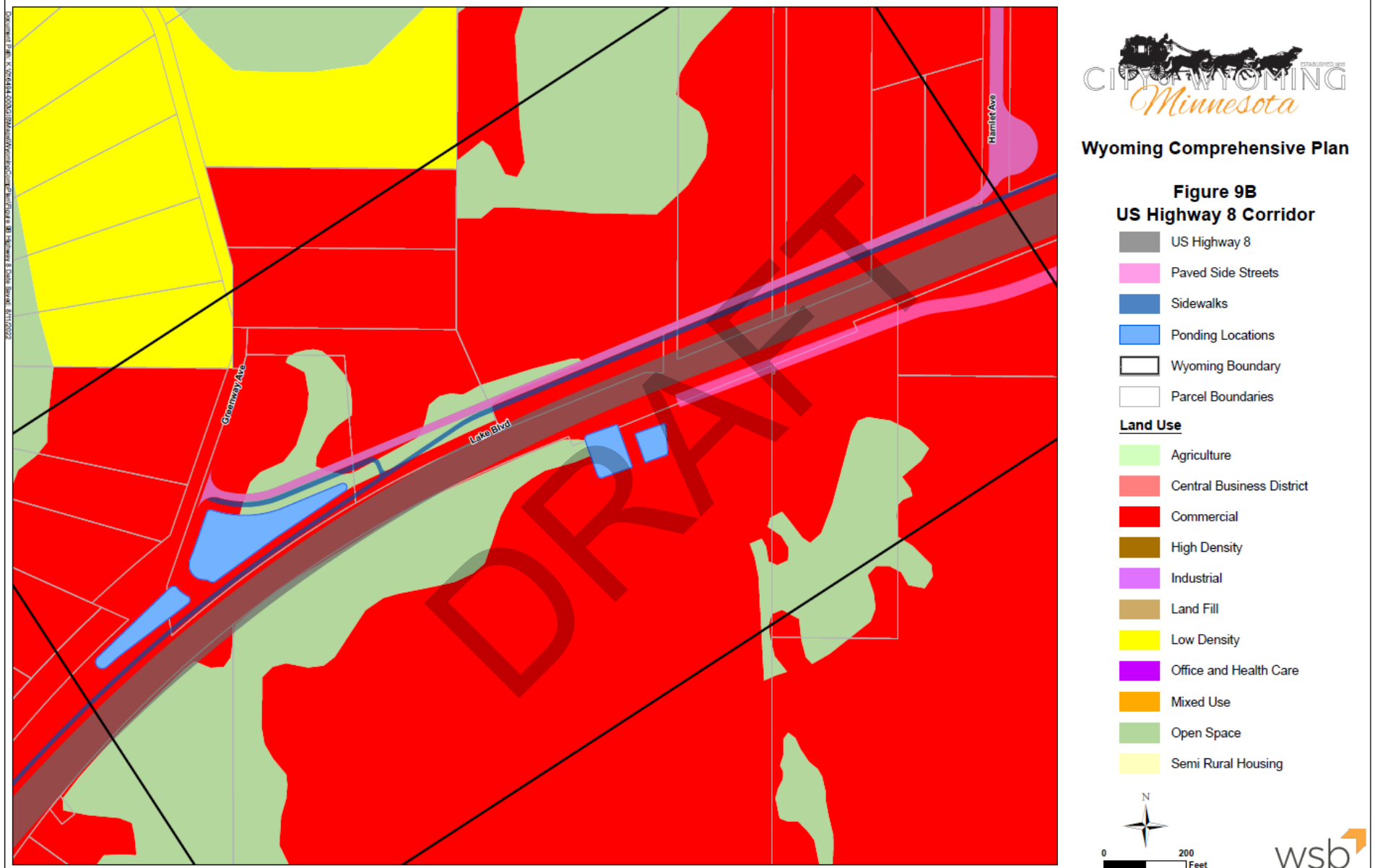
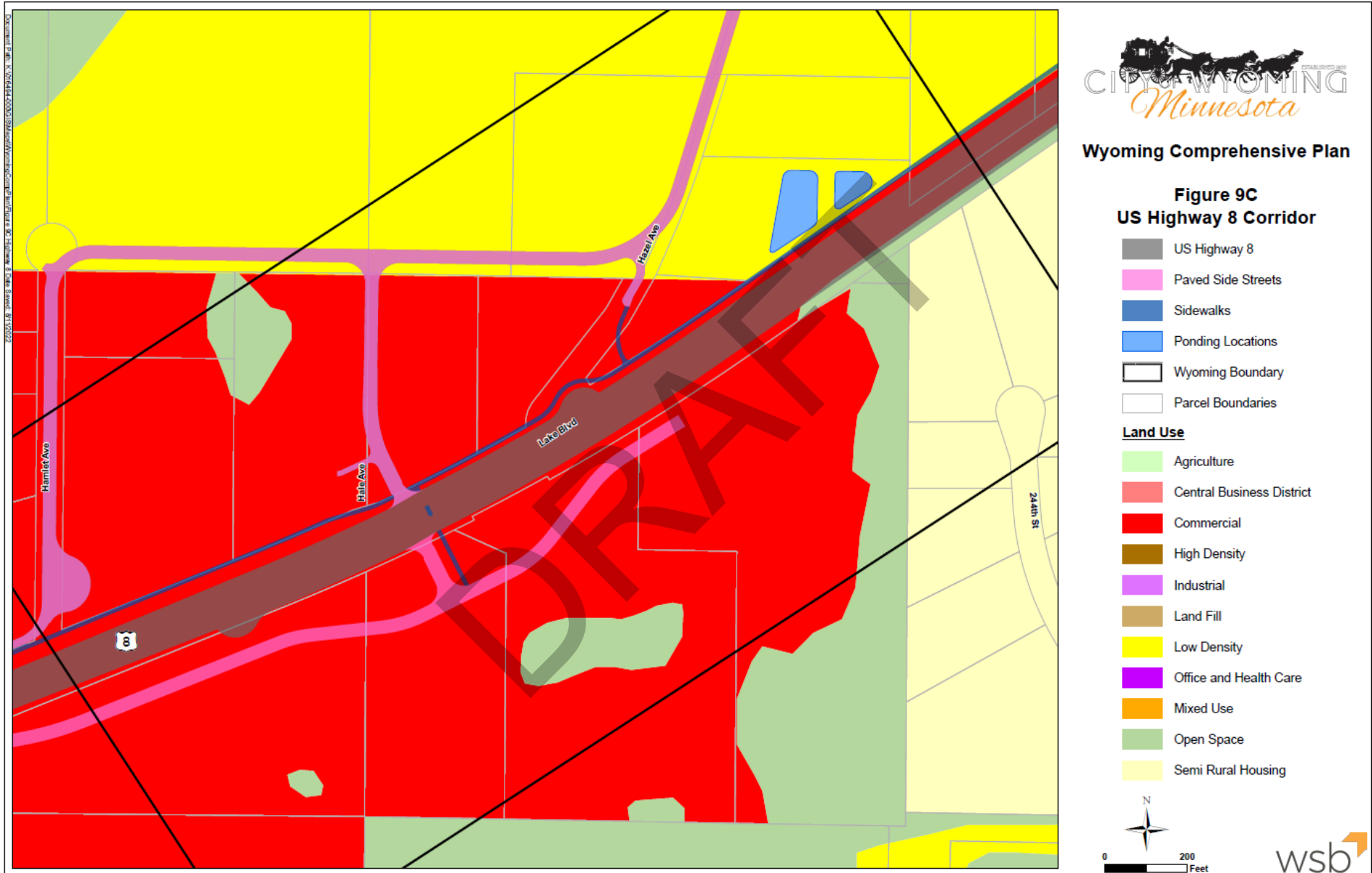


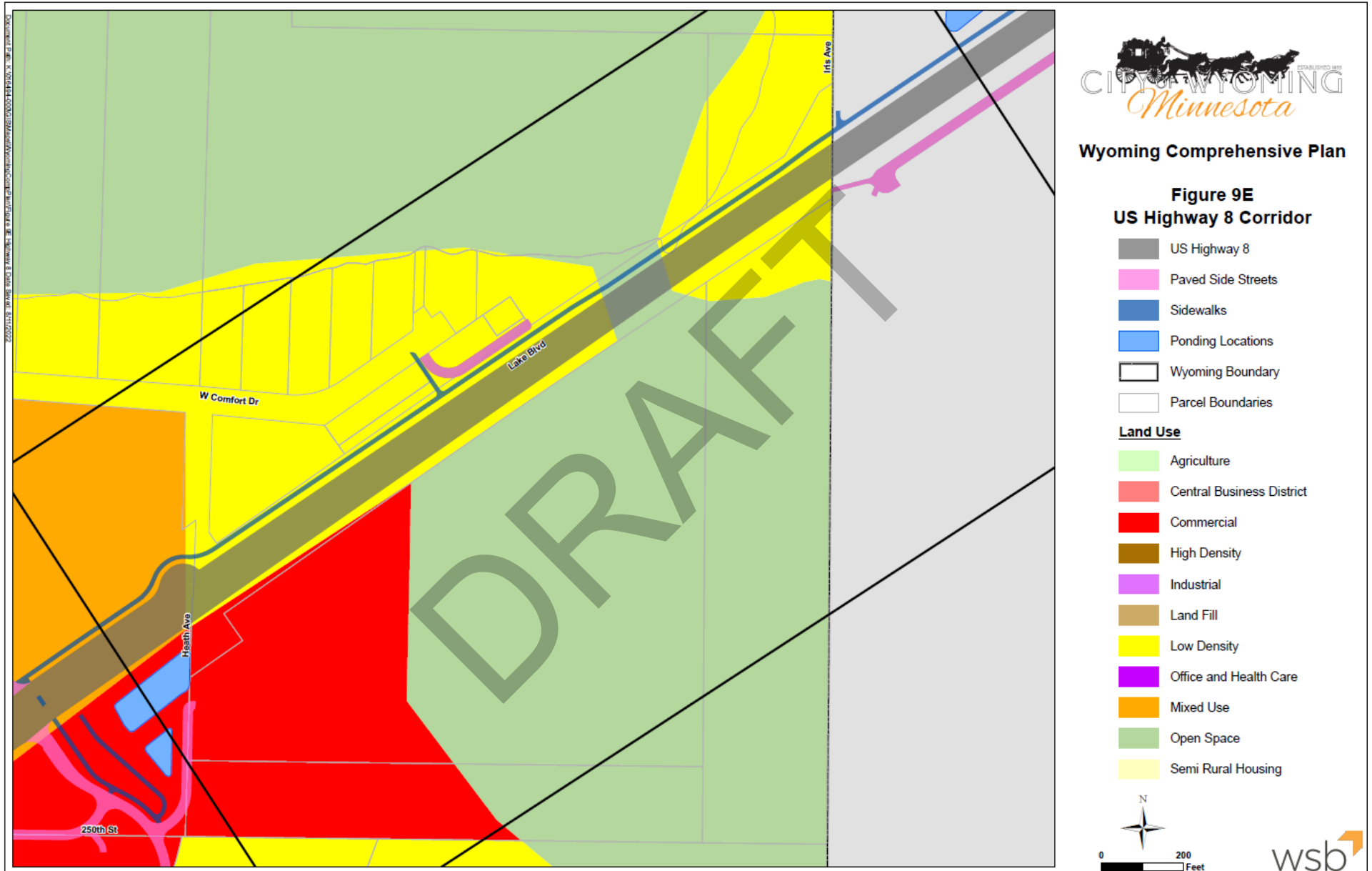
Figure 9 - US Highway 8 Corridor (also includes Figures 9A-9E)











Rush Line Corridor

The Rush Line Corridor is a transportation corridor extending 80 miles from Hinckley to the north, to Union Depot in downtown St. Paul, roughly following Interstates 35 and 35E and Trunk Highway (TH) 61. This corridor has been identified by the Metropolitan Council/Metro Transit, the Minnesota Department of Transportation (MnDOT), the Rush Line Corridor Task Force, and the corridor counties for transportation improvements based on current and future population, employment, and travel demand.

The Minnesota Department of Transportation initially studied the feasibility of commuter rail service on the former rail corridor that runs along Highway 61 through Wyoming and other communities known as the Rush Line. Ultimately, bus rapid transit was selected in 2017 as a result of a Pre-Project Development Study. Wyoming will monitor the development process and participate in decision-making; particularly as it relates to providing access for residents and employees to facilities in the corridor.

Ride-share Services

Wyoming currently has ride share services available to residents. Arrowhead Transit currently serves the community.

Chisago County***Kettle River and Viking Boulevard Transportation Plan***

The City of Wyoming will continue to work with Chisago County to find a workable solution to the access, operation, and safety issues on East Viking Blvd from I-35 west through the Kettle River Blvd intersection. Based on existing land use and future potential development, the current location and capacity of the existing intersections and driveway accesses in the corridor create significant operational and safety issues.

Over the past 12 years, significant mixed-use development proposals have been brought before the City for the former Greenwood Golf Course site in the northwest quadrant of I-35 and Viking Boulevard. In 2019, an Environmental Assessment Worksheet was prepared for the “Greenwood at Carlos Avery” project. One of the issues related to the environmental review was the expected complexity, congestion, costs and cost sharing for developing an intersection that could serve the development and address the existing traffic from Viking Boulevard, Kettle River Boulevard, I-35 exit and entrance ramps and multiple business access points. Economic development in this area will depend on a public-private partnership to plan for, develop and pay for the improvements. Entities include MnDOT, Chisago County, the City, adjacent properties, and developers (future development agreements). The City of Wyoming will work with Chisago County and MnDOT on possible future improvements for this area.

Transportation Corridor Overlay District

Wyoming is committed to managed and orderly development. One tool in this effort is the creation of a Transportation Corridor Overlay, much like the Shoreland Management Overlay and the Solar Energy Systems Overlay. The creation of the Transportation Corridor Overlay District is based on the following beliefs:

1. Transportation improvements will create a catalyst for development.
2. The City should preserve future opportunities for economic development within these highly visible corridors.
3. The corridors are highly visible and any proposed development should adhere to design guidelines specific to the corridor.

A future overlay could be applied to Highway 8, and to a lesser extent, Highway 61 and County Road 30.

Utilities

Expand municipal utilities:

- *Increase the use of public potable water and wastewater.*
- *Extend water and wastewater lines in staged and efficient manner in response to market demand and according to City capability.*
- *Equitably finance for public infrastructure related to development and redevelopment.*
- *Consider shared private wastewater disposal systems until public wastewater is available or when public wastewater is infeasible.*

The Utilities Chapter is intended to serve as a guide to completing the future water and sanitary sewer systems to serve future development as outlined in the Land Use Chapter of the Comprehensive Plan.

Urban Service Area

The urban service areas, as described in the Land Use chapter of the Comprehensive Plan, define where the City anticipates the future extension of municipal water and sewer service. To a great extent, the availability of sewer capacity defines the urban service areas, along with the cost of extending trunk water and sewer through undeveloped areas to meet disconnected development.

The portion of the City where urban services are either currently offered, or where the opportunity to supply public facilities, has been evaluated and determined to be feasible (given current infrastructure) within the time 20-year horizon of this Plan. The City will revisit the boundary of this area as development occurs, when improvements are brought online, and during the update of this plan ten years after adoption. The Utilities goal for the Comprehensive Plan is to extend urban services concurrent with the timing of new development.

Sanitary Sewer System Plan

The City of Wyoming's sanitary sewer system serves approximately 1400 acres in the central part of the City. The existing service area generally covers the original pre-merger City limits. Wastewater from the City is conveyed by the Wyoming Interceptor. The City built and owned the interceptor which carried sanitary sewage to the City's wastewater ponds on the south side of Viking Boulevard to a location now part of the Polaris property. Ultimately, a regional sanitary district was formed to serve Wyoming and several surrounding communities. The Chisago Lakes Joint Sanitary Treatment Commission (CLSTC) was organized to develop a regional wastewater treatment facility, as well as a regional conveyance and treatment system to serve member cities. The CLJSTC purchased the Wyoming Interceptor and related lift stations as part of the regional conveyance system. In addition to the central service area, the Polaris Industries property on Viking Boulevard is also served by the regional system. **Figure 10** illustrates the existing service area and the regional conveyance system

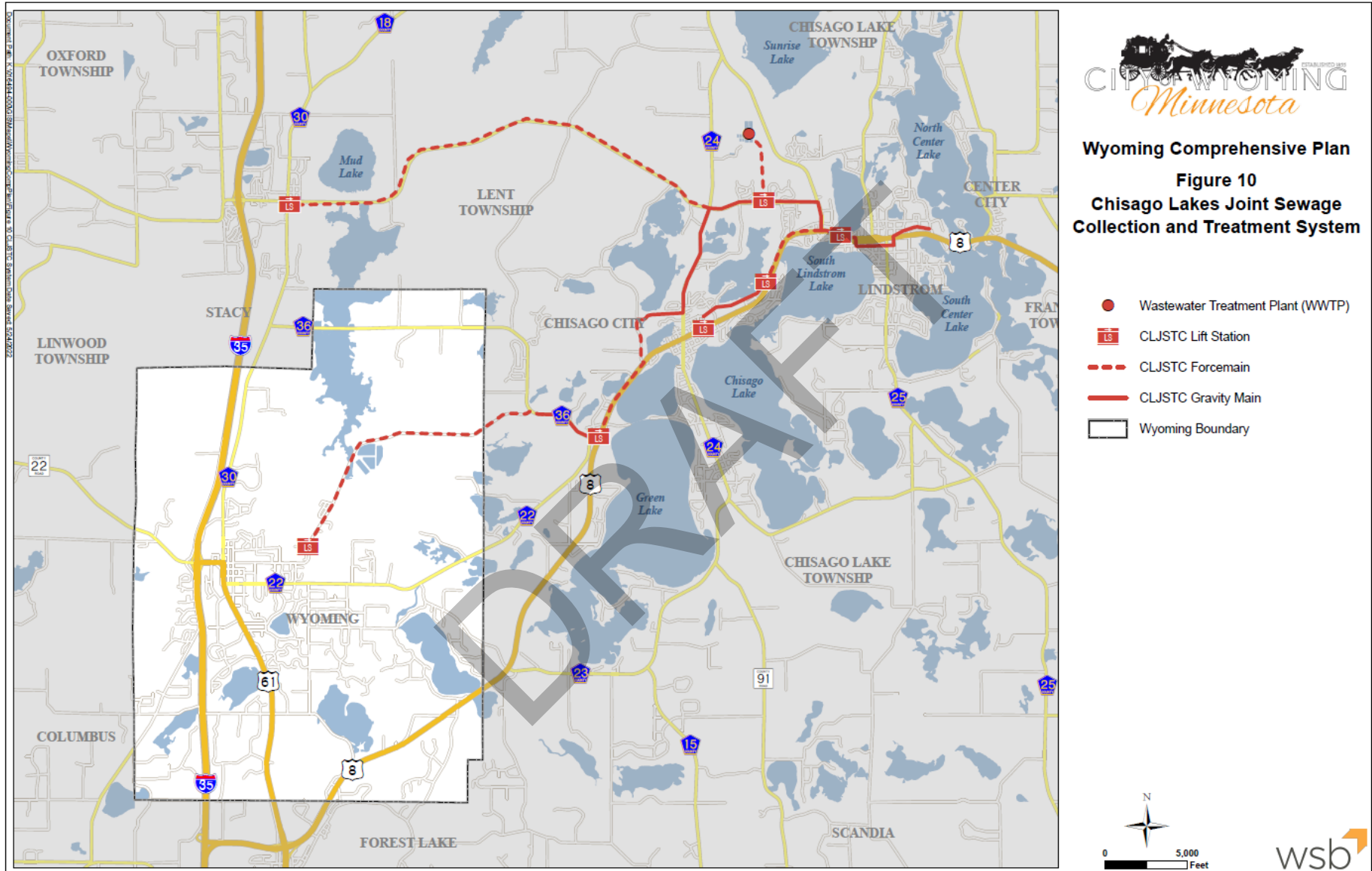


Figure 10 - Chisago Lakes Joint Sewage Collection and Treatment System

The City's existing wastewater system has an average daily flow of 257,000 gallons per day (GPD) and a peak hourly flow of 0.95 million gallons per day (MGD), based on flow meter data from 2014 to 2020, and after excluding wastewater flow from Polaris. The City has 14 sewer districts and a total of 13 lift stations, not including the County Road 84 Lift Station and the Viking Boulevard Lift Station, both of which are owned by the CLJSTC. At present, the City has adequate capacity in its collection system, interceptors, lift stations and in its allocation of treatment capacity at the CLJSTC regional treatment facility (Ref. 9).

Wyoming currently has a treatment capacity of 478,000 gallons per day (GPD) average flow at the CLJSTC treatment plant. CLJSTC has indicated they will add treatment capacity as demand increases, as necessary. If treatment capacity is not added quickly enough to serve Wyoming's growth, Wyoming will be able to purchase treatment capacity from other member Cities. When Wyoming has reached its interceptor capacity, CLJSTC will be responsible for adding capacity to serve the remaining future developable acres within Wyoming. Wyoming will be assessed the increased capacity cost by CLJSTC to serve the remaining future development. Veolia North America assumed operations of the CLJSTC system in the fall of 2020.

A SewerCAD model was used to evaluate the capacity of the existing system in 2010. The model indicated that existing trunk sewer mains have adequate capacity to serve those parts of the City that have existing sanitary sewer availability (existing service area) under full development, including the Wyoming interceptor.

Interim Sanitary Sewer System

The interim sanitary sewer system includes full development within the existing service area, based on the remaining capacity. **Figure 11** shows the remaining capacity of the lift stations.

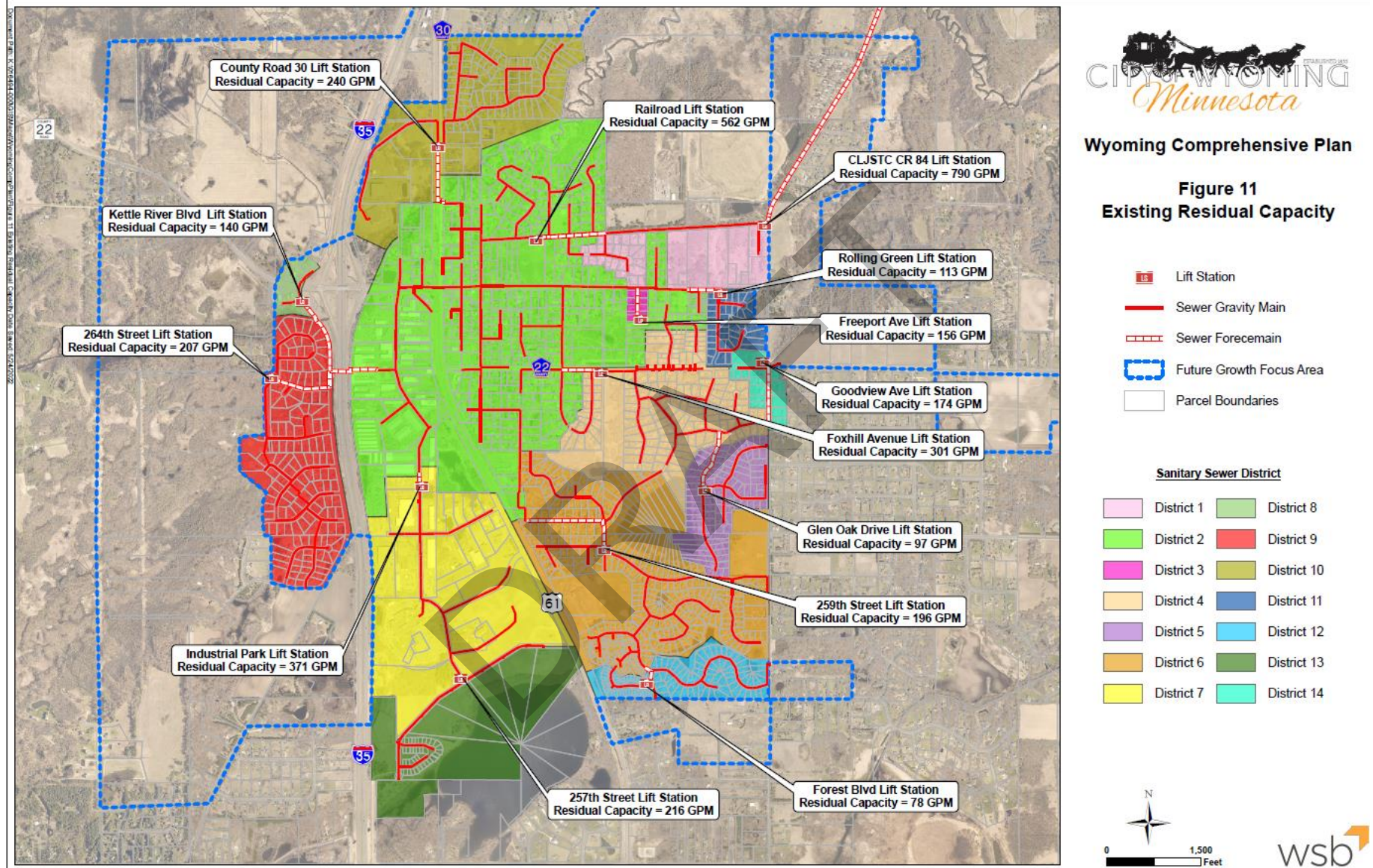


Figure 11 - Existing Residual Capacity

Under the interim condition, wastewater flows are expected to increase to 516,000 gpd, and 1.75 MGD peak hour. The City will have exceeded its treatment capacity at the CLJSTC regional treatment plant by 8 percent. Prior to the full build out of the Interim Service Area (a larger area than served by the interim sanitary sewer system), the CLJSTC will need to increase the capacity of the County Road 84 and Viking Boulevard Lift Stations, as well as the capacity of the Wyoming Interceptor (forcemain).

Ultimate Wastewater System

Future wastewater flows will increase as population growth and development continues. In general, new development will occur where there is existing sewer capacity and where new sewer capacity is provided. The pattern of expansion of the sewer system will then dictate the pattern of future development

The topography of the undeveloped, unserved areas was studied to determine the general direction of surface water flow. The design of the future system follows the existing ground topography as much as possible in order to minimize the number of required trunk lift stations, and to keep the maximum depth of gravity sewers to less than 40 feet deep. Based on the analysis, the general direction of surface water flows was determined, and future sewer sheds (districts) and subdistricts were determined.

The sewer districts generally flow north to Carlos Avery. This is intended to guide the preliminary route of future sanitary sewers through all sub-districts to collect wastewater generated in future developments. Based on the land use plan and estimated unit wastewater flow rates, future wastewater flow projections were developed. The ultimate service area includes 4720 acres of developable property, including 1817 acres of semi-rural housing which will remain unsewered.

As a rule of thumb, the number of households that could be served would be approximately two-times the residual capacity.

Table 12 - Sanitary Sewer Service Areas

Service Area	Existing Developed Area (Acres)	Undevelopable Area (Acres)	Future Developable Area (Acres)	Total Area (Acres)
Existing System	1,096	279	149	1,524
Interim System	1,096	1,204	1,498	3,798
Ultimate System	1,096	6,820	5,832	13,748

The ultimate peak hour future wastewater flow for the City is projected to be approximately 3.62 MGD average day – a 13-fold increase over existing - and 9.05 MGD peak hour. The City's treatment plant capacity will need to increase from 0.478 MGD to 3.62 MGD by purchasing capacity from other member communities (or a future expansion of the regional plant). The layout of the future trunk sewer system with capacity to collect the projected ultimate wastewater flow is shown in (Figure 12).

The layout is general in nature. Exact routing will be determined at the time of future development and final design. It is important that the general concept and sizing be adhered to for assurance of an economical and adequate ultimate system to collect the ultimate projected wastewater flow. In addition, additional sewer infrastructure will be required to serve individual developments as proposed by developers not accounted for in this plan because it is assumed it will be funded by developers.

Future expansion of the sanitary sewer system will be driven by development demand. Based on information provided by the City, a development phasing map was completed as shown in **(Figure 13)**. The map shows the order of likely development of property to which sewer service will be extended to meet anticipated development demand. Development demand was one of many factors taken into account in developing the ultimate trunk sewer system.

Future trunk sewers were designed to flow around the existing City service area because reconstruction of trunk sewers within the City would be more expensive than if constructed with new development. Unfortunately, not all sewers could be routed around the existing service area and flows from the northwest would have to flow through the City because the route is confined by Carlos Avery to the east. Also, the property immediately west of I-35 is anticipated to develop in the near future. Due to its development timing and location relative to the interceptor, future flows were routed through the existing service area. The existing SewerCAD model was expanded in 2010 to determine the adequacy of the existing system to serve future development where necessary and design the future trunk sewer system.

The future Innsbrook Avenue right of way, in the northeast part of the City, would serve as a critical sanitary sewer interceptor corridor. A future interceptor would connect to the Wyoming Interceptor in East Viking Boulevard and extend south to Wyoming Trail. The future interceptor would then provide a connection point for other future trunk sewer lines extending to the south and west.

DRAFT

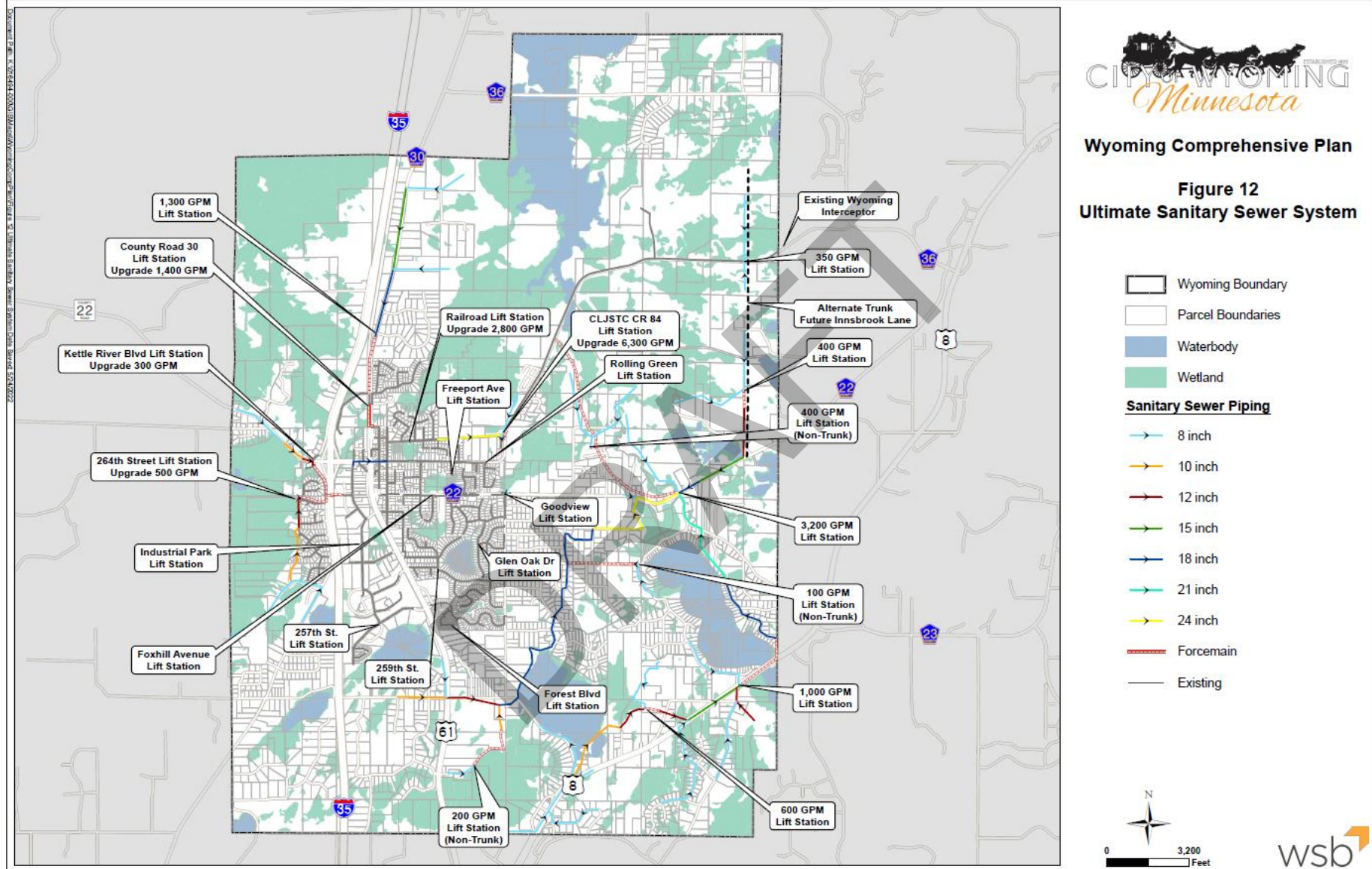


Figure 12 - Ultimate Sanitary Sewer System

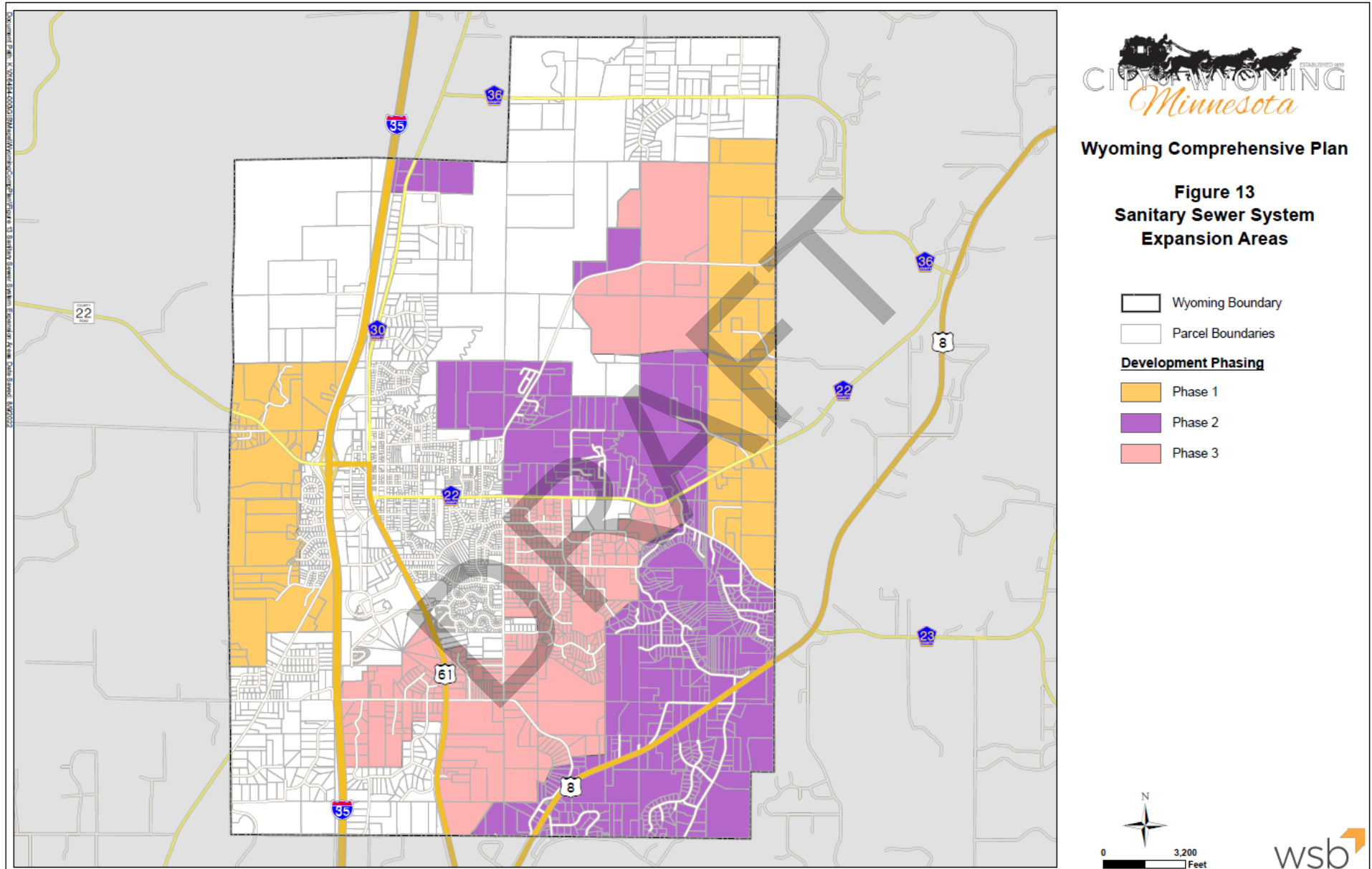


Figure 13 - Sanitary Sewer System Expansion Areas

As discussed previously, CLJSTC is responsible for collection and treatment of wastewater. The Wyoming interceptor collects wastewater from the City and conveys it to the existing CLJSTC treatment plant as shown in (Figure 12). The existing Wyoming interceptor consists of gravity sewers, lift stations, and force mains. Existing interceptor capacity, wastewater flow allocations, and Wyoming's projected ultimate peak wastewater flow has been listed in the (Table 13) below.

Table 13 - Wyoming Interceptor Capacity Allocation

Section	Capacity Allocation Agreement				Ultimate Capacity Remaining		
	Chisago City Capacity (gpm)	Stacy Capacity (gpm)	Wyoming Capacity (gpm)	Interceptor Design Flow (gpm)	Wyoming Ultimate Peak Flow (gpm)	Total Pipeline Flow (gpm)	Capacity Excess - Deficit (gpm)
CR 84 (force main)	0	0	1,450	1,450	6,286	6,286	-4,836
CR 36 (gravity)	357	0	8,724	8,724	6,286	6,643	2081
Hwy. 8 & CR 80 (force main)	1,318	0	2,600	2,600	6,286	7,604	-5,004
Liberty Lane (gravity)	2,108	0	8,724	8,724	6,286	8,394	330
Hwy. 77 (gravity)	2,400	0	8,724	8,724	6,286	8,686	38
Hwy. 19 (gravity)	2,400	800	9,548	9,548	6,286	9,486	62

Source: Table 5-3 Comprehensive Wastewater System Plan, Approved August 2010

Private Individual or Community Wastewater Systems

Many properties within the City have parcel sizes too large to be feasibly served by public or shared private wastewater systems, particularly those planned as Semi-Rural Housing. Those locations will continue to use individual on-site wastewater systems, while other individual wastewater systems are expected to be phased out over the years and replaced with municipal service. If indicated by the City's comprehensive wastewater plan, the City should require locations served by private community systems to be designed for eventual connection to the municipal collection system.

Some locations remain too far from the present municipal sewer lines to be served in the desired time frame. A feasible option for those locations to explore is shared private systems. Those systems typically include collection lines under the public streets that lead to a small private treatment plant that discharges either to a stream or onto land. They would also be regulated and monitored by the City in a manner consistent with its official, adopted design standards and the regulations of the Minnesota Pollution Control Agency.

Water System

The Comprehensive Water System Plan is intended to guide completion of a water system to serve future development as envisioned in the City's Comprehensive Plan.

The existing municipal water system is shown in (Figure 14). The water system consists of three wells, two elevated storage tanks, disinfection, and fluoridation at each well site. Distribution mains includes pipes ranging in size from 6 to 16 inches in diameter. The total supply capacity, or well pumping capacity, of the three wells is 2,125 gallons per minute (gpm), and

the firm capacity of the system (firm capacity assumes the largest well in the system is out of service) is 1,250 gpm. Each well pump discharges into the distribution system after the addition of chlorine, fluoride, and polyphosphate. System storage includes one-300,000-gallon tower and one-750,000-gallon tower. The existing system also includes a 16-inch watermain that serves the Polaris Industries property.

From 2011 to 2020, the average day water demand was approximately 350,000 gallons per day (gpd), and the maximum day demand was 782,000 gpd. A water distribution system computer model (WaterCAD v10), with both steady state and extended period simulation (EPS) scenarios, was used to evaluate the existing system's operating pressures and available fire flow. In addition, the existing system water quality was reviewed. Evaluation of the existing water system indicated:

- The system is capable of providing adequate supply and pressure during average day, maximum day, and peak hour demands while operating at supply firm capacity.
- System fire protection (available fire flow) is adequate throughout the system. The residential areas west of I-35 that previously had low available fire flows due to a single watermain crossing under I-35 now have available fire flows from 1,100 gpm to 3,400 gpm since a second watermain crossing was installed. The only locations with available fire flows from 750 gpm to 1,000 gpm are at dead-end 6-inch watermains in cul-de-sacs, as is expected and likely acceptable depending on building size, spacing, and materials.
- The Well No. 3 radium concentration continues to exceed the EPA Primary Drinking Water Regulations Maximum Contaminant Level (MCL). The Minnesota Department of Health (MDH) and City staff regularly monitor the combined radium concentrations in all three wells and limit the use of Well No. 3 in order to keep annual average combined radium levels within safe limits.

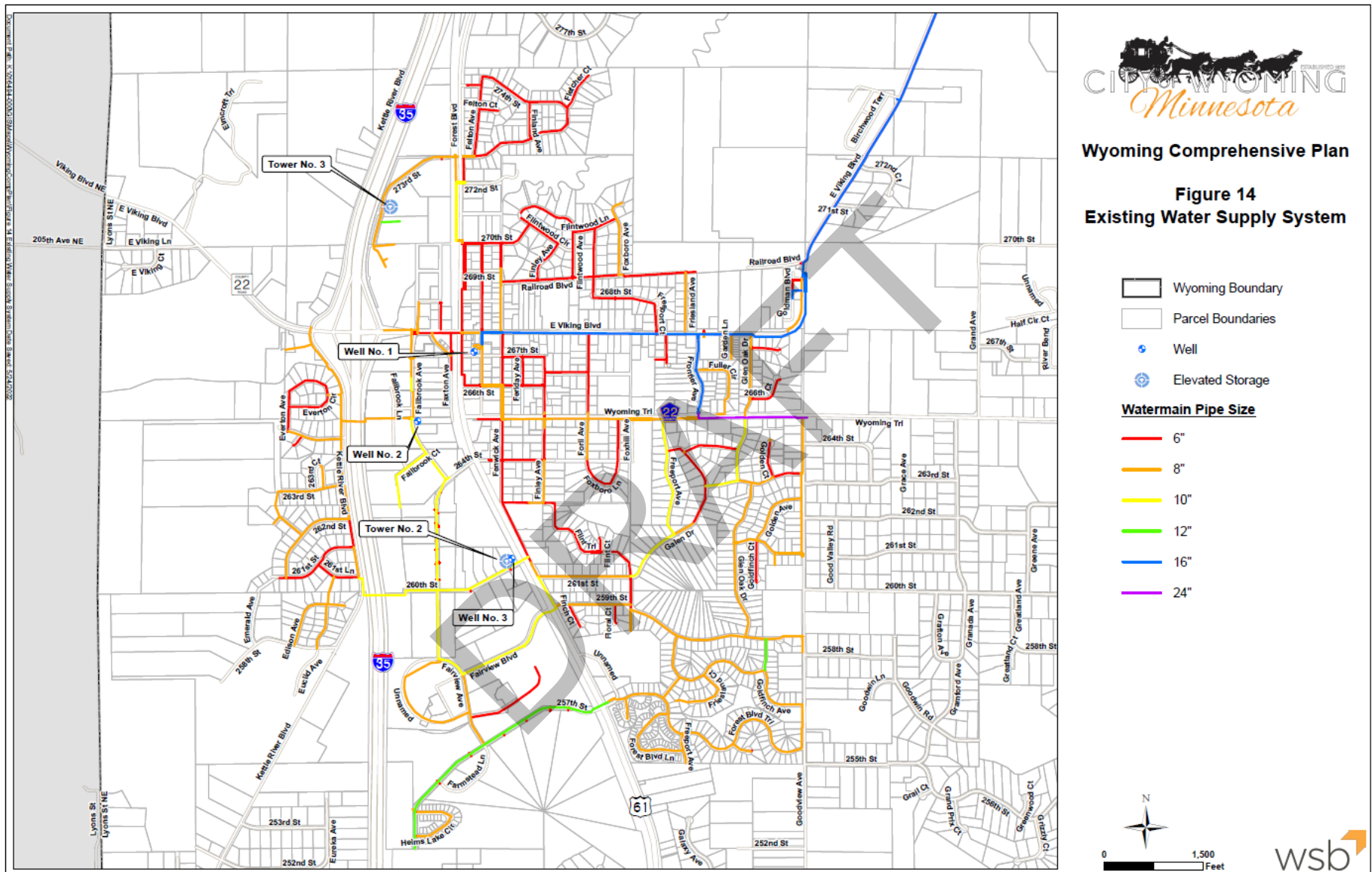


Figure 14 - Existing Water Supply System

Two future planning scenarios were developed – the interim system and the ultimate system. The interim system serves the Interim Urban Service Area as defined in the Land Use chapter, addressing those areas that presently have access to water but have not yet developed or connected to the water system. The ultimate system provides water to the majority of the City at full build-out. The water service areas discussed above are summarized in the (Table 14).

Table 14 - Water Service Area

Service Area	Existing Developed Area (Acres)	Undevelopable Area (Acres)	Future Developable Area (Acres)	Total Area (Acres)
Existing System	1,096	279	149	1,524
Interim System	1,096	1,204	1,498	3,798
Ultimate System	1,096	6,820	5,832	13,748

The quantity of future water demands was estimated based on the anticipated future land. A maximum day to average day demand ratio of 2.20 was used for estimating ultimate system demands. In the past ten years, maximum day to average day demand ratios have ranged from 1.8 to 2.8. This ratio is significant in that the maximum day demand and peak hour demand are used in sizing the water supply, treatment, storage, and distribution system for a community.

Interim System

The interim system is projected to have an average day demand of 1.37 million gallons per day (MGD) and a maximum day demand of 3.02 MGD. Previously identified storage capacity needs were satisfied by the construction of a 750,000-gallon composite water tower east of I-35 at 273rd Street. A future water main extension west and extending under I-35 will eventually address fire flow issues.

Based on projected water demands for full build-out of the Interim Urban Service Area, two additional wells and one additional storage facility will be required. The demand triggers for those facilities will occur beyond 2040. Trunk watermain improvements to serve anticipated growth prior to 2040 include a 12-inch trunk watermain crossing under I-35 and along Kettle River Boulevard and a 24-inch trunk watermain extension in Wyoming Trail. The cost for these watermain improvements total \$1.8 million. The costs for complete build-out of the Interim Urban Service Area, including trunk watermain, two production wells, and one storage facility, totals \$9.0 million. The costs for treatment are discussed under the Ultimate System (below), although treatment may be required before that time.

Ultimate System

The City's water system needs are met by first providing a water source capable of satisfying a maximum day water demand. When the source water is from groundwater, as is the case in Wyoming, the maximum day demand should be satisfied assuming the largest well is temporarily out service (firm capacity). It is anticipated that approximately 3,000 gpm of additional supply will be necessary to serve Wyoming's ultimate system demands. If each well produces approximately 700 gpm, as the City's geology indicates, 4 to 5 wells would be required. The ultimate system is projected to have an average day demand of 2.20 MGD and a maximum day demand of 4.83 MGD.

Considering the typical water quality from the region, it is anticipated that future water supply wells will first pump to treatment facilities prior to distribution. Well No. 3 currently exceeds the EPA Primary Drinking Water Regulations Maximum Contaminant Level (MCL), therefore it's use is limited based on the results of on-going water quality analysis. Additionally, secondary standards for iron and manganese will most likely be exceeded in future water sources. A future

centralized water treatment facility would be designed for removal of radium, iron, and manganese, with capacity to treat water from all new supply. The future plant could be constructed in several phases to meet demand.

American Water Works Association (AWWA) standards indicate that water storage should equal 70 to 100 percent of average day demand, or the sum of required firefighting storage, equalization storage, and reserve storage, whichever is greater. Since projected future average day demands are projected to be greater than future equalization, firefighting, and reserve storage, the average day demand of 2.2 MGD was used for future storage planning. An additional storage volume of 1.0 MG to 1.5 MG is expected to meet the ultimate demand based on current ultimate population forecasts. If a new 0.75 MG tower were constructed to serve full build-out of the Interim Urban Service Area, then an additional 0.75 MG tower would be needed to serve the Ultimate Service Area.

The water distribution system will need to be expanded as development requires service. The future trunk water main system presented in **(Figure 15)** consists of a 24-inch trunk main loop and several 12-inch trunk main loops. The system would provide capacity to distribute water throughout the City from one point, as would be the case for a centralized treatment plant. If treatment is not required of future water sources, and the City decides not to provide treated water to residents, then wells can be distributed throughout the system. The future trunk water main system illustrated in **(Figure 14)** would be capable of providing adequate fire flow and pressure regardless of how water is supplied.

Future expansion of the water system will be driven by development demand. Development demand was one of many factors considered in developing the ultimate trunk water system. The City should begin to plan for a potential future well field and develop a corresponding well head protection plan.

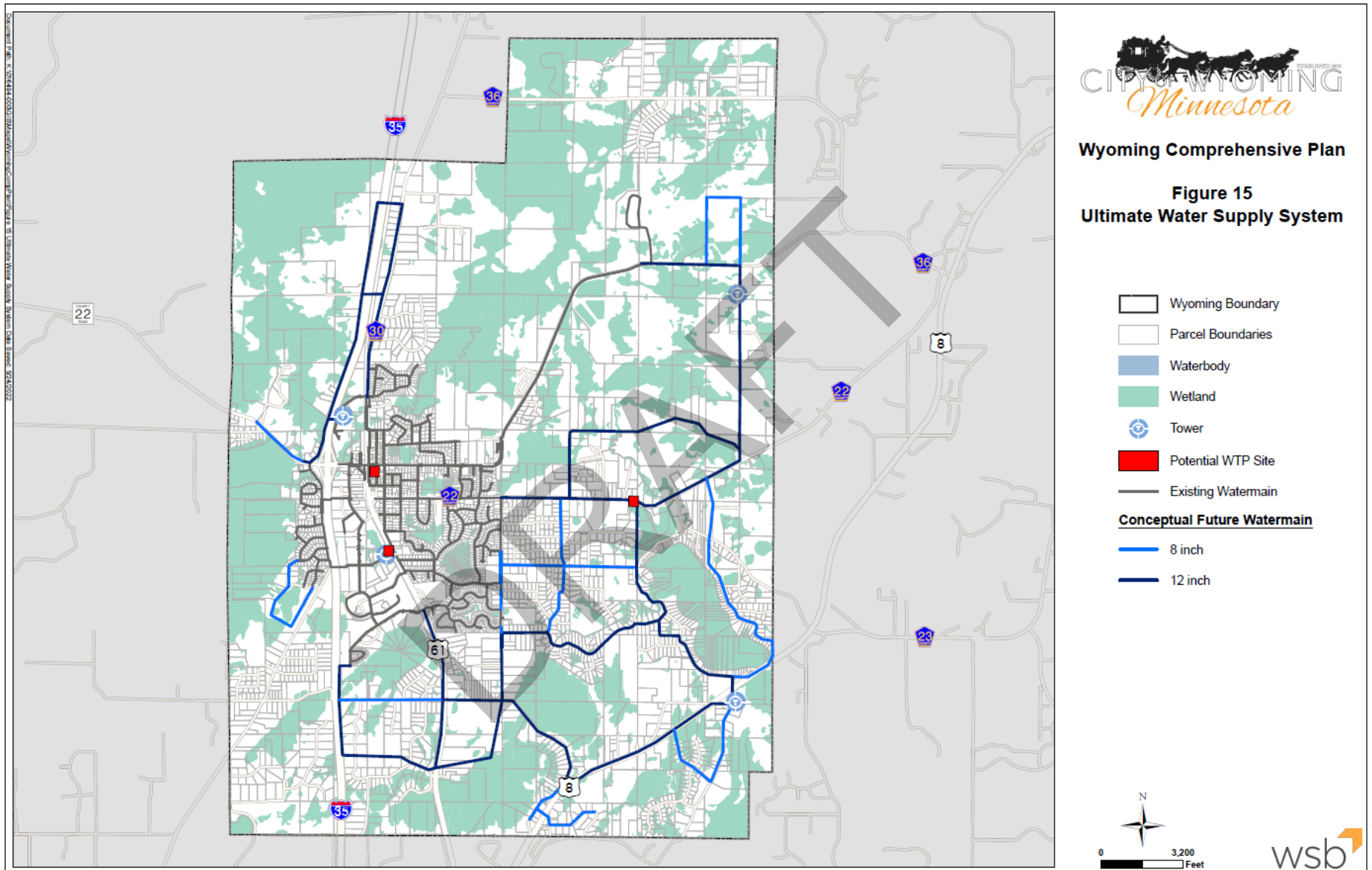


Figure 15 - Ultimate Water Supply System

Housing

Diversify Housing Options:

- *Increase the range of housing options for people in all stages of life to retain and attract residents.*
- *Emphasize housing options like starter homes for young families and senior housing in locations that provide additional uses within walking distance.*
- *Preserve the integrity of neighborhoods by ensuring the neighborhoods are maintained to a high standard that reflects the values of the community.*

Housing is a defining characteristic of Wyoming. The quality of the housing stock is a basic community characteristic. The provision of safe and decent housing is an essential objective of the Comprehensive Plan. Housing is not a single, one size fits all, commodity. Personal housing needs change as life passes from single adult to family to elderly. This concept of life cycle housing allows people to live in Wyoming for an entire lifetime, not just for pieces of it. Household income influences the housing choices for Wyoming residents. Housing provides the foundation for economic growth. People living in Wyoming provide the demand for goods and services. Housing provides the customer base needed to support business retention and expansion. The amount of income required for housing expenses influences support of local businesses and demand for government services.

Housing Conditions

Wyoming has a strong housing market with high home values and a low vacancy rate. Wyoming residents report they choose and stay here because of the small-town rural setting, low crime rate, and close proximity between the Twin Cities metro (30 minutes south), and Minnesota's incredible natural and recreational resources to the north

The City is known as a quite rural bedroom community that experienced expansive growth from the 1970s to the early 2000s with 87 percent of the housing units being constructed as single-family homes. The fastest population growth period was from 1990 to 2000 where City experienced annual population increases of over 400 people per year. Since 2008, the annual population growth rate has been approximately 50 people per year. Approximately 45 percent of the housing stock have individual water and sewer systems (private well, and septic system) with the remainder on municipal services.

Wyoming Population By Year

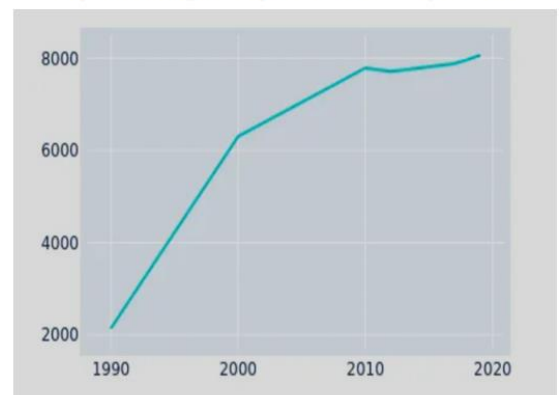


Table 15 - Housing Unit History

Year Structure Built	No. of Units
Total housing units	2,930
Built 2014 or later	26
Built 2010 to 2013	15
Built 2000 to 2009	641
Built 1990 to 1999	973
Built 1980 to 1989	434
Built 1970 to 1979	456
Built 1960 to 1969	185
Built 1950 to 1959	60
Built 1940 to 1949	18
Built 1939 or earlier	122

Table 16 - Housing Unit Types

Units in Structure	No. of Units
Total housing units	2,930
1-unit, detached	2,560
1-unit, attached	17
2 units	0
3 or 4 units	0
5 to 9 units	15
10 to 19 units	78
20 or more units	166
Mobile home	94
Boat, RV, van, etc.	0

Table 17 - Housing Units Values

Owner-occupied units	No. of Units
Owner-occupied units	2,438
Less than \$50,000	89
\$50,000 to \$99,999	19
\$100,000 to \$149,999	46
\$150,000 to \$199,999	399
\$200,000 to \$299,999	1,271
\$300,000 to \$499,999	541
\$500,000 to \$999,999	73
\$1,000,000 or more	0
Median (dollars)	\$242,600

The 2020 US Census indicates that the City has a total of 2,930 housing units, 2.8 persons per household, 384 people per square mile, and a median owner-occupied home value of \$242,000. The 2020 US Census also indicates that Wyoming's median household income is \$90,000 and the percent of persons in poverty is 2 percent. A 2019 US Department of Justice study identified that Wyoming has had fewer total crimes than most similarly sized cities and our 2020 housing vacancy rate is approximately 1.9 percent.



In 2021 there were 32 new housing starts and it appears approximately 56 homes will be constructed in 2022. Additional single family and multi-family projects are in the initial stages of planning and the projected new housing starts for 2023 appear to be similar to 2022. The combination of demand, lower interest rates, and higher construction costs has elevated current construction costs with new single-family homes in 2021 averaging \$329,000 in construction value.

Future Housing Needs

Wyoming's future housing needs include broader options for starter and senior housing units. More budget friendly housing is necessary for new or existing residents who have moderate or retirement incomes.

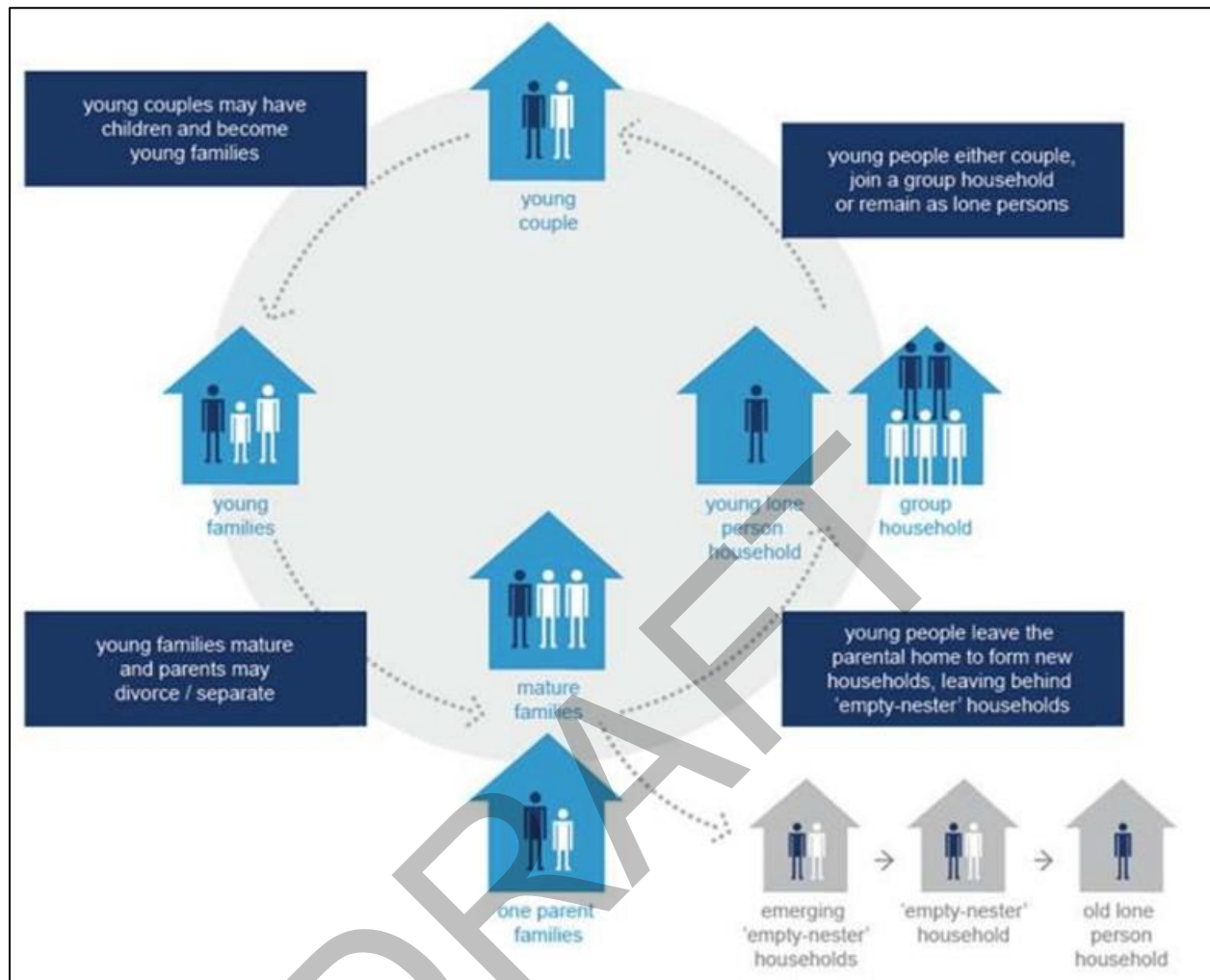
Wyoming's current low vacancy rate is supported by a 2018 Chisago County study that projected housing demand in the range of 1,130 units from 2018 to 2030, or about 94 units per year.

More people, especially members of the millennial and baby boomer generations are looking for alternatives that include housing with lower price points, reduced maintenance, and locations in within walking distance of services and entertainment. Additional high quality multi-family and single family attached housing could help Wyoming attract younger professional and retirement age residents to stay in Wyoming through all phases of life. This new housing stock should be thoughtfully designed to account for the expected senior housing demand peak estimated in 2040.

Housing Plan

Housing Mix and Types

Providing a balanced mix of housing will satisfy the needs of both existing and future City residents. With the trend towards an older population within the next 20 years, providing more lifestyle housing options, particularly multi-family housing, will be critical to attracting young professionals as well as retaining empty nesters and seniors. In response to the current housing supply and projected need of available land designated for residential housing in the community, the future land use plan has identified areas where higher density developments are more appropriate.



Source: Scott County Community Development Agency (CDA)

Figure 16 - Life Cycle Housing

Future housing development will be guided primarily by the availability of buildable upland areas that are scattered throughout our many natural areas. Higher density housing developments will be further guided by the availability of existing or nearby municipal sewer and water, and suitable transportation infrastructure. These new neighborhoods should be designed for great connectivity within and to nearby neighborhoods, parks, natural areas and local services/entertainment. The following sections outline focus areas and themes designed to improve the quality, amount, and design of future housing.

Senior Housing Small Area Plan

The presence of a hospital and clinic in Wyoming sets us apart from our adjoining cities and appears to be an attractive feature for seniors and older adults. The City should prepare a small area plan that identifies how we can promote and attract additional housing and related services for older seniors.

Zoning Ordinance Amendment

The City should consider amending the zoning ordinance so as to align the number of attached units of each type (apartments, row houses, back-to-back townhouses, etc.) in each development project with the policies of this plan. Locate attached and multifamily housing in transitional spaces between commercial and single-family areas, and at high-amenity locations near streams, parks, and greenways. When combining housing types, it is preferable for the transition between types to occur at the rear rather than the front (i.e., across a courtyard or parking area rather than across the street).
Neighborhood Design Policies

Prevent Premature Development

Wyoming should consider a premature subdivision ordinance to require that subdivisions have adequate transportation facilities planned or in place to support the land use. Additionally, the ordinance may require adequate provisions for sanitary sewer, water, and storm water facilities, as well as adequate park, trails, and open spaces.

Compact Growth

Encourage new neighborhood development that is generally more compact than historic patterns. Where appropriate, design each new major neighborhood to include both detached and attached forms of housing.

Variety within Each New Neighborhood

Encourage in each major neighborhood a range of housing types, densities, and building configurations to encourage life-cycle housing. Give favorable consideration to applications that include two or more types of housing without overlooking other legitimate concerns.

Links to and Between Neighborhoods

The City should prioritize and require connectivity through our city for pedestrians, and between new neighborhoods and existing parks and neighborhoods. Well-designed pedestrian paths, trails, and sidewalks improves the overall health of our residents, decreases our environmental footprint, and creates a more cohesive community. These connections should both visually and functionally link any new development to the established portions of Wyoming via street connections, bicycle paths or lanes and natural features.

Neighborhood Protection

Wyoming will continue to protect the best aspects of established areas from negative effects such as excessive auto traffic or incompatible, unbuffered land uses. The City will continue to administer and support the state environmental review programs (Alternative Urban Areawide Review (AUAR), Environmental Assessment Worksheet (EAW), Environmental Impact Study (EIS)), a portion of which addresses traffic impacts.

Simultaneously, blighted, deteriorating, or obsolete activities will be phased out and those sites improved according to an established plan. Guided by the Comprehensive Plan, public and private investments will aim to enhance or strengthen a sense of neighborhood identity in all established areas.

Provide Housing and Development Resources

Promote and support housing and development opportunities through ongoing continuing education regarding the potential funding, tools and guides available through the Chisago County HRA, the League of Minnesota Cities tool kits and other similar organizations.

Parks, Trails and Recreation

Enhance Recreation Opportunities:

- *Develop, maintain, and improve public parks that provide diverse opportunities for active sports and passive recreation.*
- *Identify, establish, and develop trail corridors that connect the neighborhoods to the park system and to regional trail corridors.*
- *Plan for changes in recreational activities that accommodate changing demands.*
- *Integrate parks and trail systems with significant natural resources.*

Wyoming is blessed with an extensive system of formal parks, open space, conservation lands, and local and regional trails. Parks are a major and highly visible public investment that can have a significant positive effect on the appearance of a community, and its quality of life. The City is committed to the implementation of a comprehensive park program and greenway system as visual assets that enhance the level of private investment in nearby housing and create lasting value in neighborhoods. At the same time, the City should strive to ensure that development that occurs next to parks is compatible with these open space areas. The City of Wyoming Parks, Open Space and Trails System Plan (**Ref. 10**) guides acquisition of land or fees in lieu of land for municipal parks, protection of public and private open space and reserving corridors for multiple-use paths. (**Table 18**) identifies the existing City parks. (**Figure 17**) illustrates parks, open space and trails in the community.

Table 18 - Existing City Parks

Park Number	Park Name	Park Location
1	Ashton Park	Corner of Galen, 261st Street, & Flint Trail
2	Asian Acres Park	South of 272 nd Ct, East of 271 st St
3	Banta Park	On Fondant Avenue, South of 250th Street
4	Blue Spruce Park	End of 262nd Street
5	Centennial Park	Corner of Fenwick Avenue & 270th Street
6	Comfort Lake Access	On 260th Street, Follow Lake Access
7	Comfort Park	25578 Iris Avenue
8	Fireside Park	On Elk Trail
9	Goodview Park	On Goodview Avenue, South of 262nd Street
10	Hawk Meadows Trail	Near 255th Street & Granada Avenue
11	Lion's Park	End of 263rd Street
12	Railroad Park	Corner of Viking Blvd & Highway 61
13	Sunrise Prairie Trail	Between Highway 35 and Highway 61
14	Sunrise Ridge Park	Corner of 263rd Street & Greene Avenue
15	Swenson Park	26929 Flintwood Avenue
16	Tolzmann Park	Corner of 274th & Finland Avenue
17	Town Hall Park	7665 Wyoming Trail
18	Verges Memorial Park & Playground	Corner of 258th Street & Goodwin Road

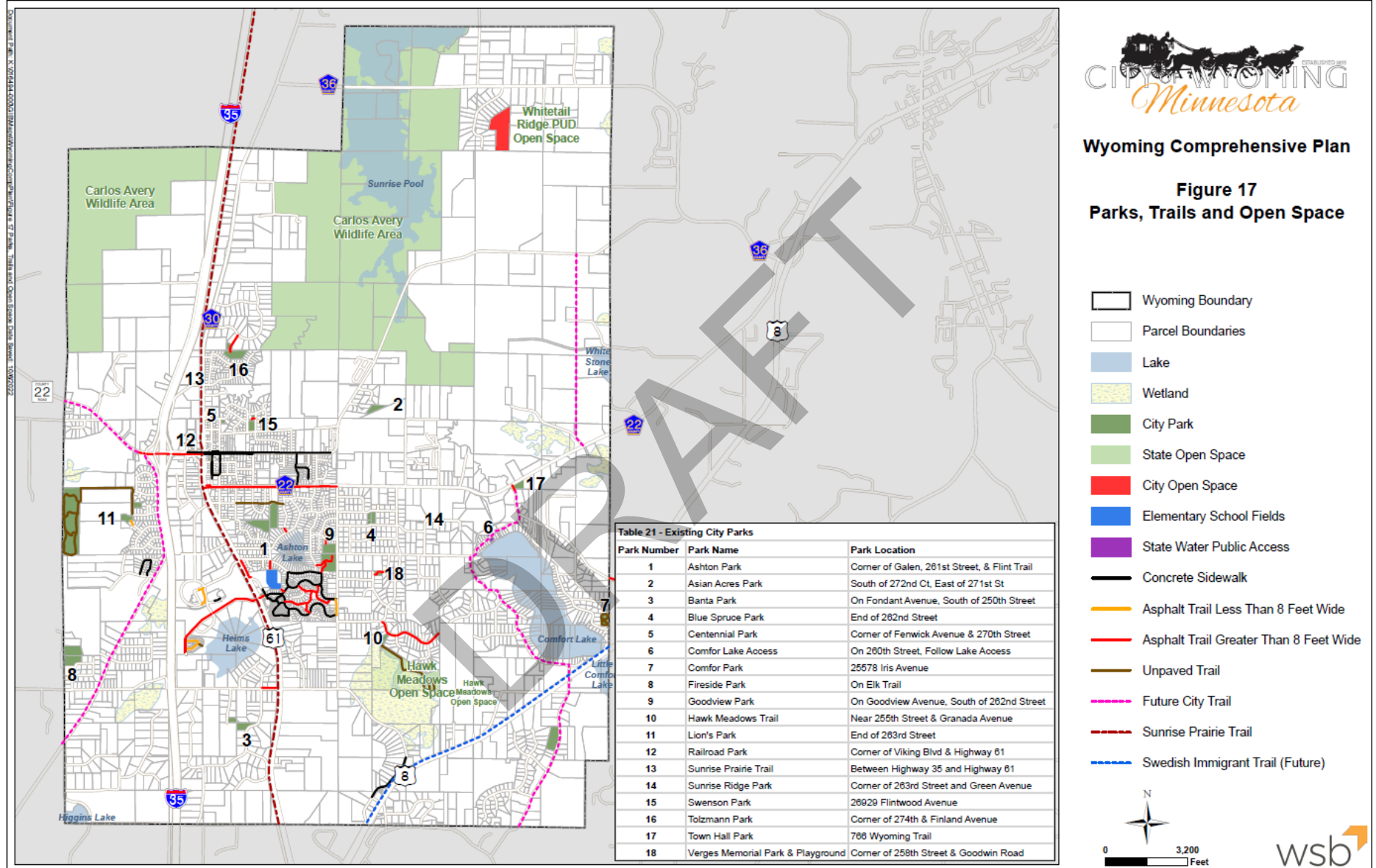


Figure 17 - Parks, Trails and Open Space

Comprehensive Park Plan

The City of Wyoming maintains a Comprehensive Park and Recreation Plan. The last update to the Comprehensive Park Plan was approved in 2022. The plan identifies specific recreation needs, considers the needs of organized athletic leagues in the community, assess the quality and quantity of existing facilities, and include a capital improvements program for improving facilities to meet identified needs over time. In 2021, the City initiated a study of City parks and pedestrian infrastructure. The updated plan will accommodate the diverse recreational needs of the community.

Community Feedback

During the preparation of the Comprehensive Plan, the City conducted a community survey (2019). **Figure 18** summarizes feedback regarding the future park program.



Figure 18 - Future Park Program

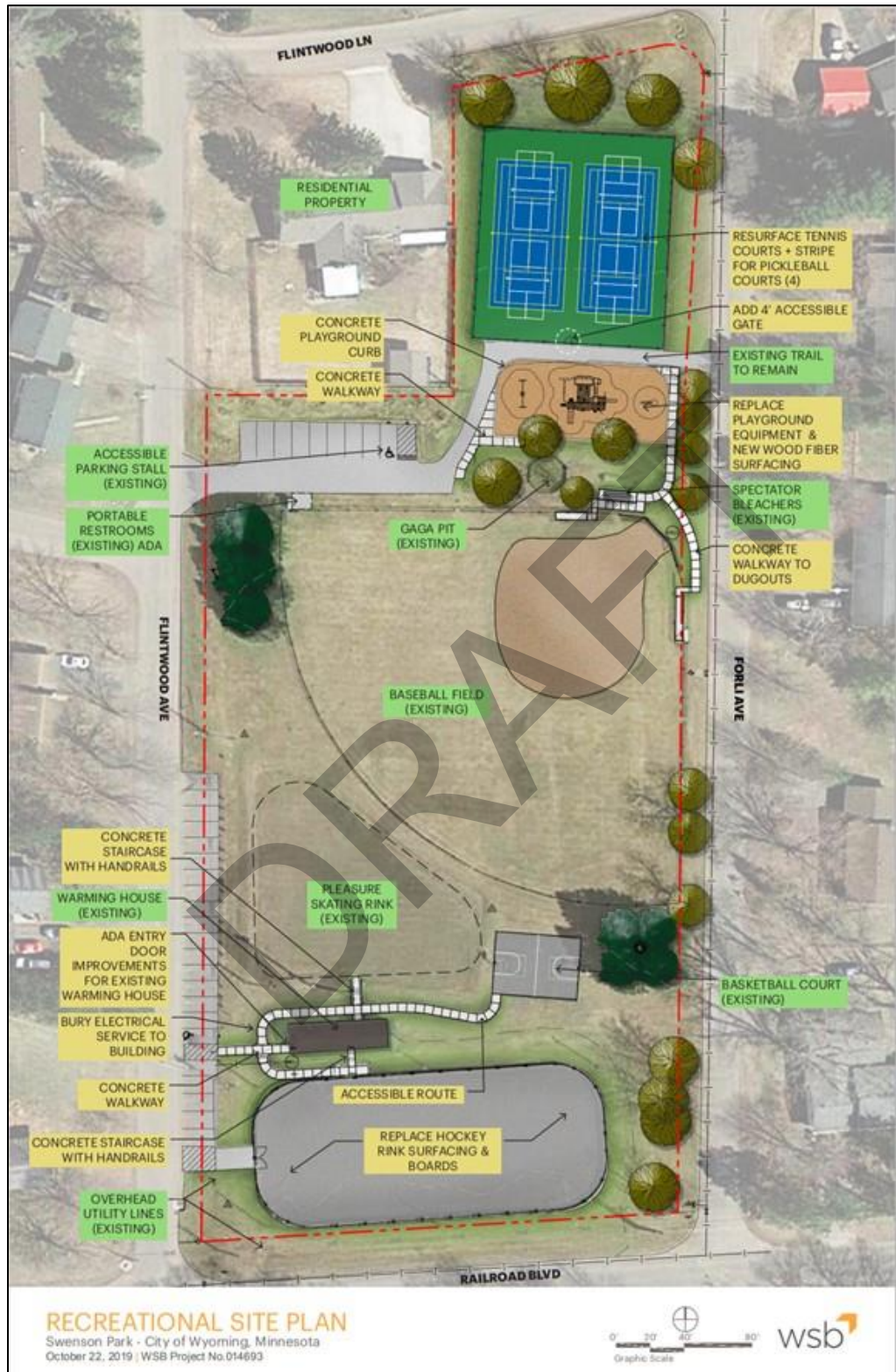


Figure 19 - Concept Plan for Future Enhancements to Swenson Park.
(Upgrades Expected in 2021 include ADA Accessibility).

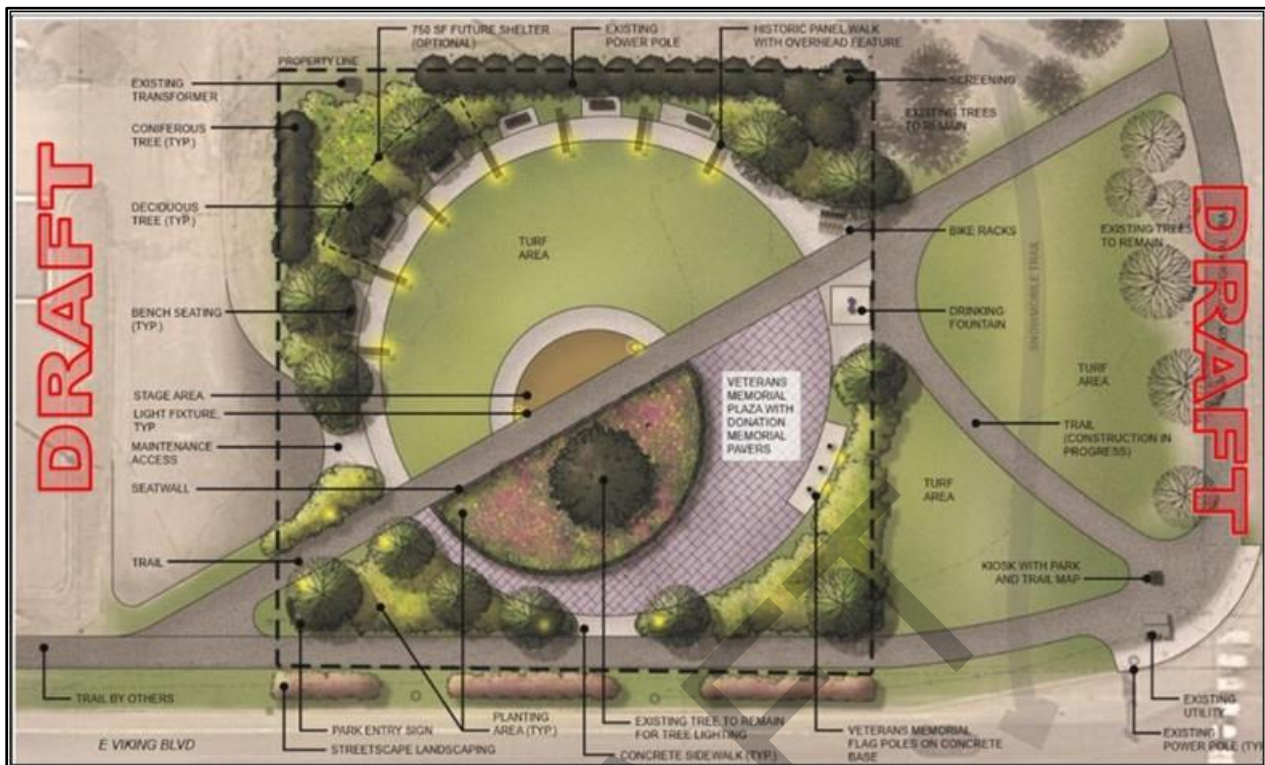


Figure 20 - Concept Plan for Future Enhancements to Railroad Park

Park Acquisition

The City of Wyoming, at its discretion, can acquire land by dedication during the platting process in order to assemble parks of sufficient size. Alternatively, cash may be required instead of (or in combination with) land to either buy park land in appropriate locations and/or to improve a park in that neighborhood

Park Classification and Design Guidelines

The 2022 Park Plan update will include a park classification system and design guidelines. This will update information in the 2017 Park Plan and the City's 2009 Comprehensive Plan.

Open Space

Major intact natural areas should be linked by corridors of native woods and grasses for the sake of wildlife habitat and movement, and urban aesthetics. Landscape elements that can be used for such links include streams and stream edges, fence rows and hedgerows, drainage swales, roadside ditches with natural vegetation, floodplains and wetlands. Keep a few wooded or other natural areas in the park system at a very low level of management in order to provide places for people to explore on their own and experience a rudimentary bit of wildness.

Land owned and managed for its natural features will be an important feature of the future City of Wyoming. It is anticipated that Wyoming will be at least 43 percent public open space when fully developed. There may be additional private property held in a natural condition to supplement the public lands in a conservation state.

Trails System

County Trails:

The City of Wyoming will cooperate with Chisago County to develop and maintain regional paths for bicycling, skating, walking, and running. **Figure 17** illustrates regional trails with existing/future connections to Wyoming.

Sunrise Prairie Trail – Chisago County

Sunrise Prairie Trail was built by Chisago County in coordination with Washington County and the Minnesota Department of Natural Resources. Sunrise Prairie Trail follows the former Burlington Northern Railroad right-of way between North Branch and Forest Lake. From Forest Lake south to Hugo, the trail is called the Hardwood Creek trail and is under the jurisdiction of Washington County. The trail features a ten-foot-wide paved surface for hikers, bicyclists and inline skaters during spring, summer and fall, and is plowed in the winter months. The parallel unpaved portion of the trail is open to non-studded snowmobiles when there is sufficient snow and to horseback riders at all other times. Snowmobiles and horses are not allowed on the paved portion of the trail at any time. Parking areas and information kiosks are located adjacent to the trail at Sunrise Prairie Park across from City Hall.

Swedish Immigrant Trail – Chisago County (Ref. 11)

The Swedish Immigrant Regional Trail Corridor is 20 miles long trail system that, when complete, will extend from Wyoming to Taylors Falls. The trail will highlight the historical significance of the Swedish Immigration through Taylors Falls across southern Chisago County. The Swedish Immigrant Regional Trail will provide an interconnection between several cities and parks. The trail will provide access to diverse natural and cultural communities while expanding multi-modal transportation and recreation access to vital recreation and employment sites in Chisago County. The Swedish Immigrant Trail will connect to the Sunrise Prairie at the intersection of County Road 22 (Wyoming Trail) and US Highway 61 (Forest Boulevard). The Swedish Immigrant will be open to bicyclists and pedestrians, and some portions may be open to horses and snowmobiles.

Two potential alignments of the Swedish Immigrant Trail have been identified in Wyoming (**Figure 17**). Alternative 1 would follow former railroad right-of-way that served as the transportation spine of the Wyoming to Taylors Falls corridor. Many segments of that railroad corridor have been turned back to adjacent landowners; therefore, the County is attempting to negotiate easements across private properties that were formerly the route of the railroad in cities to the east. Alternative 2 would follow County Road 22, Wyoming Trail. Wyoming Trail west of Goodview Avenue was reconstructed in 2009 with a physically-separated asphalt bicycling path. There is sufficient right-of-way to continue that path to the east in the future. With the intended reconstruction of Hwy 8 the completion of the Swedish Immigrant Trail along highway 8 is included in that plan.

Kettle River Boulevard – Chisago and Anoka Counties

Chisago and Anoka Counties may collaborate to build a bicycling route along Kettle River Boulevard. A feasibility study will have to be conducted to determine whether this facility will be a separate asphalt path or wide, paved road shoulders.

Comfort Lake Route – City of Wyoming

The Comfort Lake Trail was first proposed in the City's 2009 Comprehensive Plan. The Comfort Lake Trail was planned as a municipal route for bicycling between the northern and southern sides of Wyoming with a link to the Swedish Immigrant Trail at County Road 22. This route could consist of a combination of off-road paths, paved road shoulders and a signed-only route as conditions and funding allow. Along the extension of Innsbrook Avenue (the road planned between County Roads 36 and 22), it would be feasible to build either an off-road path or paved shoulders. Along Comfort Drive, lower traffic volumes may allow use of either a striped shoulder or signs. Along Heath Avenue, paved shoulders or an off-road path may be feasible.

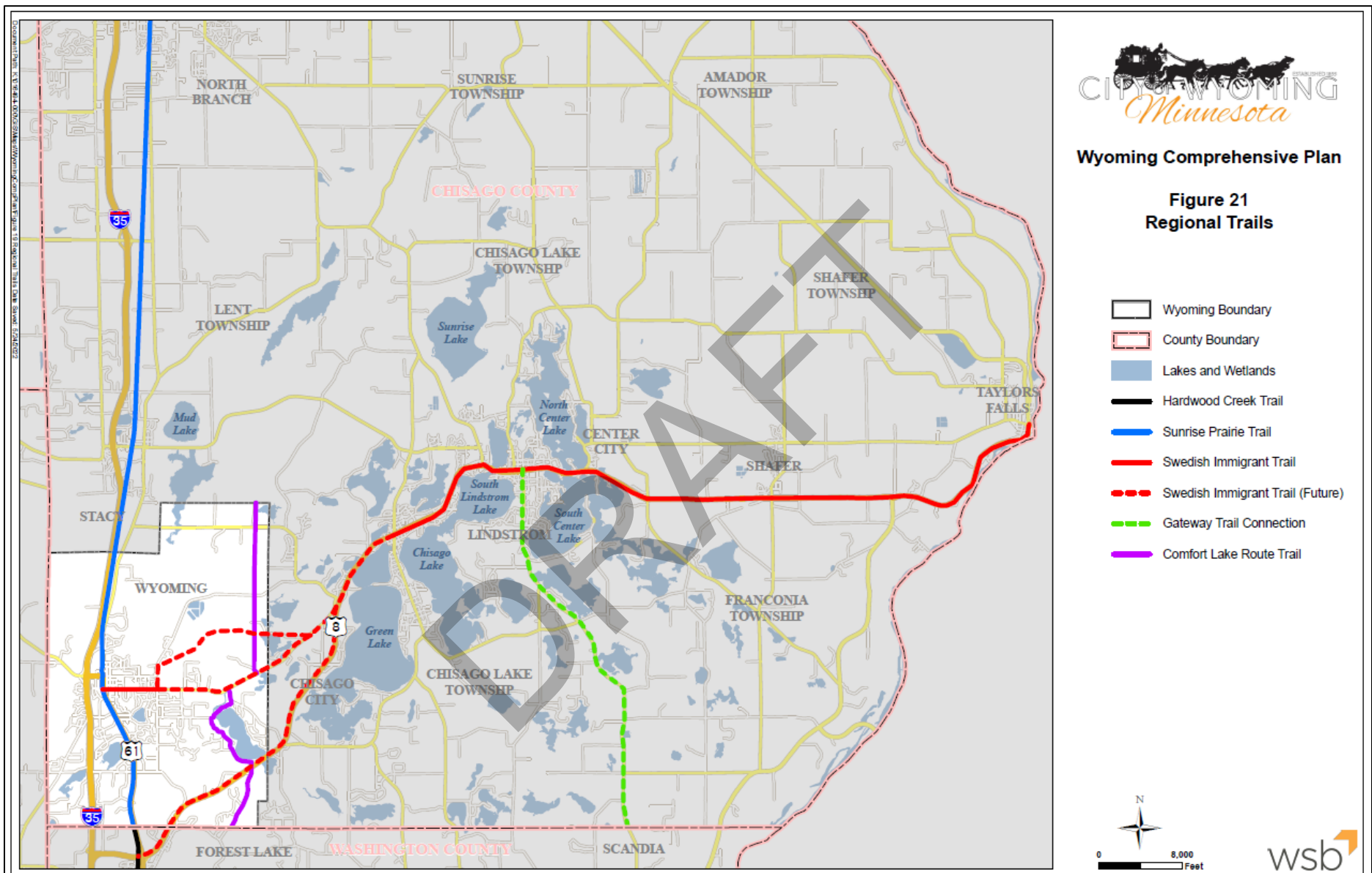


Figure 21 - Regional Trails

Natural Environment and Sustainability

Protect the Natural Environment:

- *Protect and enhance the quality of our lakes, rivers and wetlands.*
- *Manage and treat stormwater in an effective manner to protect our water resources.*
- *Consider different strategies for equitable stormwater treatment suitable for different levels of land use intensities including on-site treatment, regional treatment and fees-in lieu of best management practices.*
- *Protect significant woodlands.*
- *Enforce the regulatory protections for the shoreland of designated lakes and streams.*
- *Link woodlands, wetlands and other undisturbed natural areas into “greenways” will be established through the development process.*

Natural Environment

Wetlands Regulation

The City will continue to protect wetlands through the regulations of the Chisago County Department of Environmental Services and the Comfort Lake - Forest Lake Watershed District (CLFLWD). The Watershed District has regulatory responsibility over the southern third of Wyoming (**Figure 20**). In its Watershed Management Plan, the CLFLWD established goals for water management, lakes, streams, wetlands, natural resources, biotic diversity, and interagency and public communication. That plan also contains standards and rules for review of land alteration permits that will be imposed across the District.

The City has regulatory authority over the balance of the City. In 2011, the City adopted its own Comprehensive Surface Water Management Plan (**Ref. 12**). Prior to any site grading or drainage, a professional wetland survey is required to delineate and stake the edges of any wetland that may be defined by state or federal regulations. Site grading and drainage will be regulated through the City's subdivision and zoning application review process, which require that any applicant also receive the approval and conditions of the Watershed District or the City outside of the CLFL watershed.

Shoreland Management

The Shoreland zoning regulations supplement any other zoning regulations in place within 1,000 feet of certain state-designated lakes and 300 feet of state-designated streams. Those regulations address percent impervious cover, screening, maximum building height, land use, lot sizes, lot widths, building setbacks from the ordinary high-water levels, docks, shoreland alterations, grading and filling, roads, agriculture, forest management, mining, surface water drainage, wastewater treatment and substandard lots.

Where municipal sewer service is available in a Shoreland area, state law allows a City to adopt local Shoreland regulations that permit smaller lots and shorter setbacks from the ordinary high-water mark. The regulations differ between Natural and Recreational Lakes, between Transition and Tributary Rivers, and between riparian and non-riparian lots.

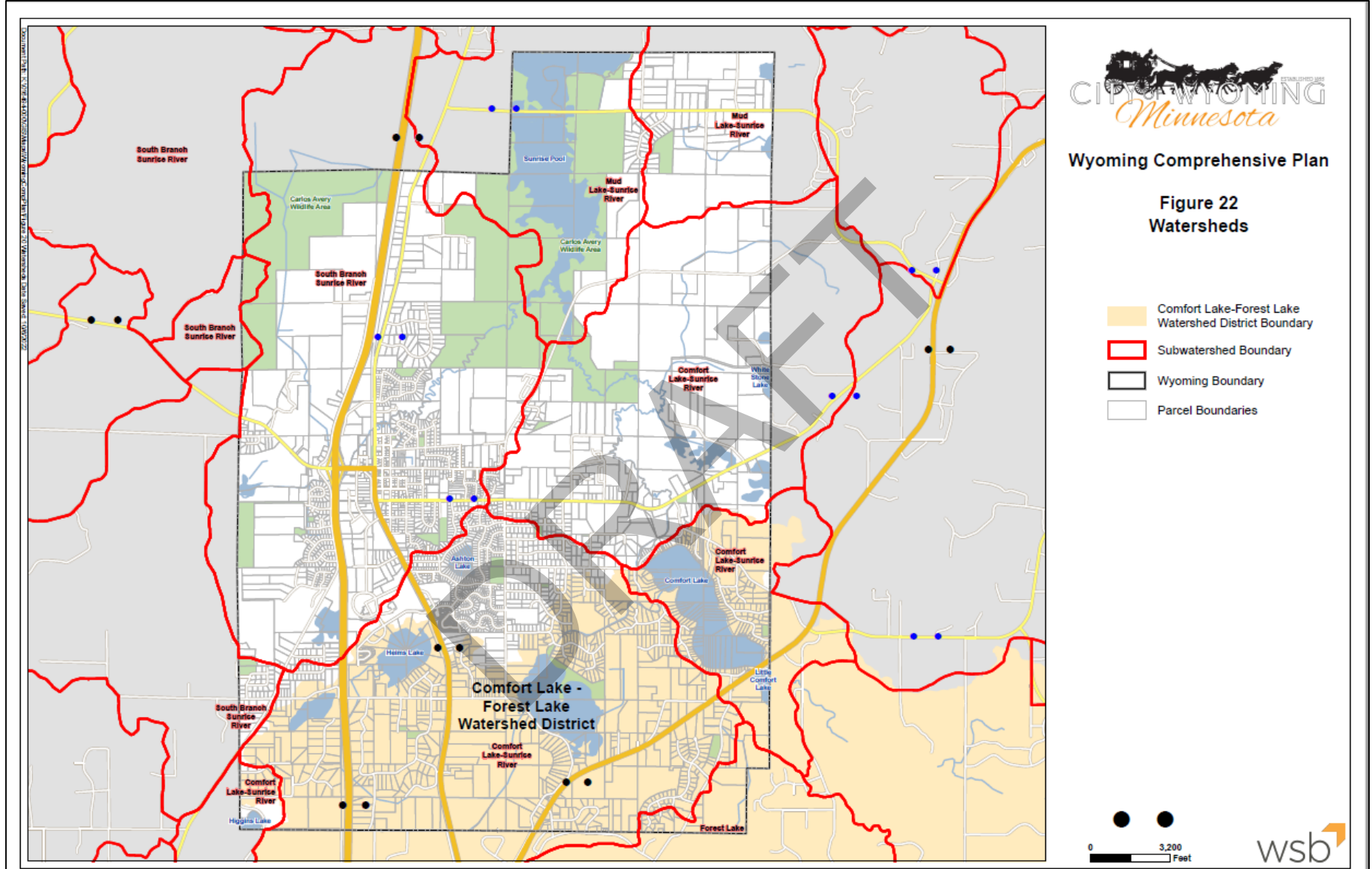


Figure 22 - Watersheds

- **Natural Environment Lakes:** Higgins, Sam, Swamp, Sunrise Pools
- **Recreational Development Lakes:** White Stone and Heims.
- **General Development Lakes:** Comfort and Little Comfort.
- **Transition River:** Sunrise River from Comfort Lake to the Sunrise Pools located in the Carlos Avery State Wildlife Management Area.
- **Tributary Rivers:** Sunrise River from Comfort Lake south to School Lake and south from School Lake to Birch Lake. Sunrise River from Comfort Lake south to the Washington County line.

Floodplain Management

Land use and development in the officially mapped floodplains will continue to be regulated by the City through a floodplain zoning district. This district will be based on the mapping of the Federal Emergency Management Administration (FEMA).

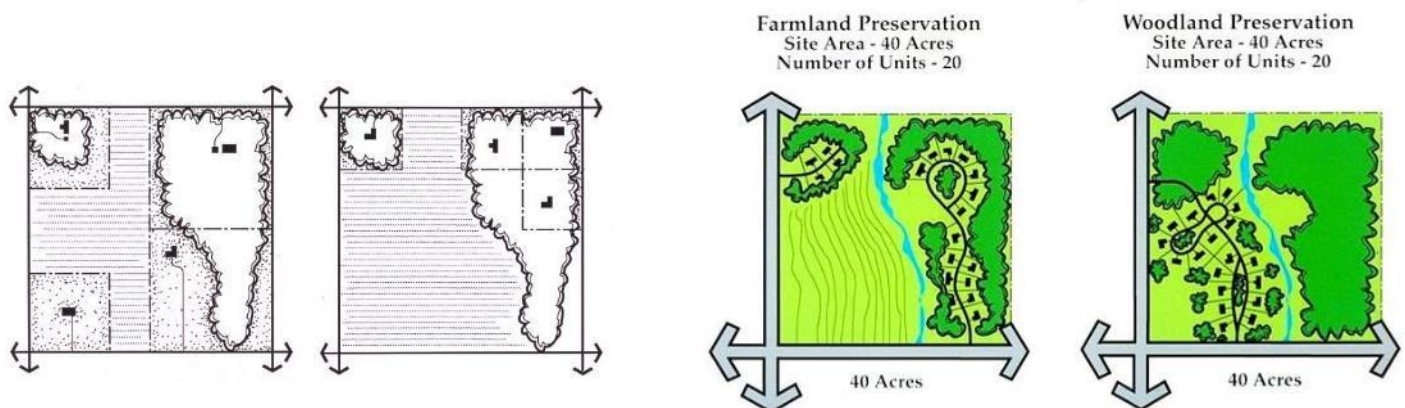
Significant Woodlands Protection

When reviewing an application for a Grading Permit, Preliminary Plat or Site Plan, City staff will meet with the applicant to determine the most feasible and practical placement of buildings, parking, driveways, streets and other physical features in order that the fewest significant trees and least amount of forest be lost or damaged. The Woodland Preservation Regulations contained in the City Code will be enforced.

Clustering

On every development site, especially residential properties, use municipal zoning and subdivision regulation powers to attempt to conserve the best of the natural resources in a pattern that works in concert with natural resources and open spaces on adjacent properties. Zoning regulations to be written to implement this land use plan should allow housing to be clustered into a smaller part of a site than would normally be the case in exchange for deliberately conserving significant natural resources.

House clustering may also be used to develop part of a site prior to the arrival of municipal utilities while preserving options for full development at higher densities.



Natural Drainage

The City will strive to use natural drainage techniques, such as swales and ditches rather than pipes, whenever feasible, in order to cleanse surface water runoff and increase infiltration back to the aquifer. This includes small ponds and rainwater “gardens,” especially those sites with large parking lots or rooftops, to reduce downstream surges or flooding and improve water quality.

The City has implemented a comprehensive surface water management plan (**Ref. 12**) that meets state and federal guidelines. That plan will address wetlands, lakes, streams, floodplains, erosion control, drainage of all types and “best management practices.”

Sustainability

The Wyoming Comprehensive Plan will help improve environmental, social and fiscal sustainability through the following features.

Protection of Water and other Natural Resources

The plan provides for the protection of wetlands, floodplains and significant woodlands. It will enforce the State’s regulatory protections for the shoreland of designated lakes and streams. Linking woodlands, wetlands and other undisturbed natural areas into “greenways” will be sought through the development process. Finally, the plan calls for building setbacks from the Carlos Avery State Wildlife Management Area and for carefully managing the runoff of surface water to that area.

Housing Options

The *Wyoming Comprehensive Plan* will allow builders to create a variety of housing types, which should provide alternatives for people at all stages of life. This will help people remain in this community while they are young, middle-aged or elderly, which will help create a stronger sense of community.

Green Step Cities

In October 2017, the City Council voted to join the GreenStep Cities initiative. GreenStep Cities is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability and quality-of-life goals. GreenStep Cities is a partnership between the Minnesota Pollution Control Agency and various other entities including the League of Minnesota Cities. Currently there are approximately 160 communities that have joined the GreenStep movement.

As cities try to attract residents, businesses and economic development, they need to be able to demonstrate accountability. This free continuous improvement program, managed by a public-private partnership, is based upon a menu of 29 optional best practices. The 29 GreenStep practices can be broken into five categories, all designed to help cities ask whether their practices make sense from a sustainability standpoint. The categories include:

- Buildings and lighting.
- Land use.
- Transportation.
- Environmental management, and.
- Economic development.

Each best practice can be implemented, as decided by city elected officials, staff and community members, by completing voluntary actions. These voluntary actions are tailored to all Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation.

Economic Development

Pursue a Thriving Local Economy:

- *Plan for and allow the creation of additional stores, offices and industries consistent with this comprehensive plan and regulated by zoning ordinance amendments including, but not limited to, encouraging mixed use opportunities.*
- *Diversify the range of local employment opportunities.*
- *Attract well-paying jobs plus goods and services that are needed locally.*
- *Realize increasing property tax revenues for city, school district, county and state governments.*

The Wyoming Economic Development Authority, with the assistance of the City Council, completed a process in early 2017 to develop a strategic plan to help guide the community as it reinvigorates the activities for continued development (Ref. 2). The Economic Vision Statement in the plan is:

“Regionally located Business friendly and family-oriented community”

Through a series of meetings, the City developed a list of economic development goals for the City. The plan includes five goals that reflect the Economic Development Authority’s vision for the community.

1. Enhance Sense of Destination, Identity and Community.
2. Enhance Wyoming Partnerships and Communications.
3. Develop Financial Support and Plans for Development Needs.
4. Develop Population and Workforce Development Plan.
5. Strategic Allocation and Innovative Marketing of Land.

Economic Development Goals

1. **Enhance Sense of Destination, Identity, and Community:**
 - Develop and implement zoning districts to foster a centralized business district.
 - Develop a comprehensive plan that supports the development of a centralized business district.
 - Identify and promote the development of business areas that complement the existing businesses and currently occurring development patterns.
 - Develop a plan to create an identity of a business-friendly community.
2. **Enhance Wyoming Partnerships & Communications:**
 - Develop a clear and comprehensive communication plan with other advisory groups in the community (i.e., Planning Commission, Wyoming Business Association, etc.).
 - Scheduling of regular meetings between groups to discuss the issues and plans for future development in the community. Many communities encourage this by placing signs on properties that are currently being considered for development or a land use change. Look to other organizations to develop partnerships

(County EDA, Initiative Foundations, etc.) to assist with the promotion and development of the community.

- Develop or enhance relationships while working with other organizations to provide for long-term infrastructure improvement projects.

3. Develop Financial Support & Plans for Development Needs:

- Develop a strategy and policy to assist new development projects.
- Review and update development process to remain competitive with surrounding communities.
- Identify the process and areas that city infrastructure will be extended to promote development.
- Develop and implement a plan for the control of funding for proposed infrastructure improvements.
- Develop a process for how proposed projects are handled that is inviting and inclusive for developers. Develop complete list of tasks to be completed to facilitate permitting and approvals.

4. Develop Population & Workforce Development Plan:

- Revisit Chisago Housing Study and update implementation priorities.
- Work with local businesses to understand and determine their long-term workforce needs.
- Collaborate with the local school district to improve outcomes for students and enhance employment opportunities in the community.

5. Strategic Allocation & Innovative Marketing of Land:

- Identify partners to help assist the community in marketing possible new industrial park land.
- Identify available properties that meet the development strategies for the City both residential and commercial/industrial.
- Identify the barriers to the successful marketing of the City and work to remove those barriers.
- Maintain an effective and responsive website to allow for developers and residents to get accurate and up to date information about the community.

Comprehensive Planning and Economic Development

The Comprehensive Plan serves as a blueprint for future commercial and residential land uses, housing, public, and conservation amenities. An important component of the plan is identifying new infrastructure and growth demands needed to support economic development. An economic plan adopted into the Comprehensive Plan creates a supportive and complementary strategy to meet the community overall goals to become a place where families want to live, where companies will want to do business, and where people can thrive.

Cost of Services Study

Neither the Comprehensive Plan nor the Economic Development Plan can succeed without the other. There is a clear symbiotic relationship. Together, the City can plan for land use change while considering the financial impacts of implementation. One example tool is the “cost of community services” (COCS) study of COCS. COCSs help to understand the financial contribution of various land use types leading to future land use development strategies that are physically and financially implementable. COCS studies can help communities make informed decisions about their futures within the constraints of available budgets and other private and public funding scenarios (Ref. 13).

For communities to respond to development trends and proposed economic development, the Comprehensive Plan considers where to extend public utilities (sewer, water, roads, etc.). Ultimately, there is a cost to implement a comprehensive plan, and often there is a cost to respond to a proposed development that can ultimately become a roadblock to success. By understanding the upfront costs, cities can develop financial plans that will respond to and not stand in the way of future economic and community development.

Small Area Plans

Small Area Plans are City-led plans that address the issues of a focused portion of the City. Small area plans can cover three different geographic scales -- neighborhood, corridor, and district, regardless of the size of the area. Small area plans cover a specific geography that often has a cohesive set of characteristics.

Small Area Plans are an effective tool for addressing areas where significant change is occurring or anticipated, public facilities and/or physical improvements need to be addressed, opportunities for substantial infill or redevelopment are present, and opportunities arise to influence site selection, development or major expansion of a single large activity generator. Small Area Plans can define in detail the types of development, architectural standards, pedestrian facilities, shared parking, lighting etc.

One area that would benefit from Small Area Plan and associated analysis is the Downtown Core area on the Land Use. The purpose of the plan would be to encourage a stronger "Downtown Wyoming" that would include shops, offices, high-density housing and public facilities. The City may need to make zoning amendments that allow for the area to develop with greater intensity than other portions of Wyoming while maintaining the same values. The study area would be centered around the intersection of US Highway 61 and East Viking Boulevard. The Plan would describe retail opportunities, other Commercial and residential development and pedestrian-friendly amenities. The completed plan would be the catalyst for establishing visual standards or styles that identifies the area as the downtown core. Redevelopment of the area will have many challenging elements.

Land Assembly

Land assembly is a process of forming a single site from a number of properties, typically for economic development purposes. In some communities, an individual site may not be conducive to the type of development or redevelopment desired by the community. Working with property owners and other stakeholders to combine contiguous properties can create larger parcels of land more favorable for development projects. From a developer's perspective, development projects are all about time to market (Ref. 14).

Assembling properties one piece at a time is typically a very lengthy process; especially when the subject properties have environmental or legal challenges associated with prior use. This is a very costly process for a developer to undertake on their own and, as a result, they are typically attracted to larger tracts of undeveloped land on the fringes of developed areas. Through strategic land assembly, communities can position properties in their urban core to appeal to the development community and be able to attract a wide range of development.

Plan Implementation

Implementation of the recommendations proposed in the Wyoming Comprehensive Plan can be accomplished using a variety of tools. The City can regulate land, offer incentives for its development and undertake its own improvement projects. These powers fall into two general categories:

1. The City's official controls.
2. The City's capital improvements program.

The Wyoming Comprehensive Plan must respond to the continuous stream of changes that occur in the community. This chapter of the Comprehensive Plan lists the major actions that the City expects to take to carry out the objectives and policies of the plan. This chapter also describes how the plan's usefulness will be monitored and how it may be amended.

Official Controls

- **Update the Zoning Ordinance.** Update the City's zoning ordinance to conform with the newly adopted comprehensive plan. Incorporate the best and most appropriate features of the current zoning ordinances of the City. Write new districts and features as needed. Involve the public in the review and refinement of the draft ordinance.
- **Update the Zoning Map.** Update the zoning districts map, adjusting the classification of properties according to the guidelines on the next page. Involve the public in the review and refinement of the map. Conduct a public hearing and officially adopt the map.
- **Revise the City's Subdivision Ordinance.** Revise the subdivision ordinance as needed to reflect the adopted Comprehensive Plan as the new ordinance for the City.
- **Adopt an Official Map of Public Facilities.** Adopt an Official Map(s) consistent with Minnesota Statute 462.359 that reserve property for future, planned arterial roads, water storage tanks or other public facilities where the future location has been adequately identified.

Guidelines for Adjusting the Zoning Map

These guidelines should be considered when considering changes to the zoning map:

1. Maintain Current Zoning:

Maintain the intent, if not the exact wording, of the current zoning classifications and regulations unless they are in direct conflict with the comprehensive land use plan.

2. Changes from Existing Zoning Districts:

Properties may retain their zoning classification until either:

- A. The landowner requests a change;
- B. The property is subdivided;
- C. The property is sold or transferred to another owner;
- D. The property is vacant and zoning does not match the Land Use Plan

3. Roads and Utility Extensions:

When an engineering feasibility study is ordered and reviewed by the City Council, the Council should consult with potentially affected landowners to determine how those properties should be zoned.

4. Transition to Smaller Lots:

Large parcels zoned Residential or Agriculture may be subdivided into smaller residential lots if a plan is submitted and approved for future re-subdivision into smaller lots which may be served by City sewer and water in the future.

Annual Report

The Wyoming City Planning and Zoning staff will prepare a brief report to the Planning Commission summarizing:

- How the Comprehensive Plan was used to direct regulatory, spending, and construction decisions.
- How development and redevelopment did (or did not) coincide with the guidance of the plan.
- How the City has changed in ways that may call for amendments to the plan.

The report should be transmitted to the Planning Commission and City Council and made available to the public. A brief verbal presentation at a workshop meeting should be conducted to call attention to the major findings of the annual report.

Formal Reviews

At least once every five years, the Wyoming City Planning and Zoning staff and the City Planning Commission will complete a formal review of the entire plan, changing those features and sections that are judged to be out of date and/or not serving their purpose. At least once every ten years, the process for the formal review should involve an *ad*

hoc advisory group that assists the City Planning Commission as well as a public engagement process. Thus, it would be similar to the process used to draft the current Comprehensive Plan.

Periodic Amendments

It is appropriate that some parts of the plan are rarely amended while others are highly subject to examination. The features that should be most long-lasting are those that are most fundamental such as the plan objectives (e.g., Land Use). Policies of the implementation priorities should be more open to revision. Changes to the plan maps will depend on the magnitude of the revision, their relationship to the objectives, and the nature of the changing circumstances that lead to the desire for amendments.

The City staff and the City Planning Commission will propose amendments to the Comprehensive Plan as part of the annual identification of goals, initiatives and priorities, and from time to time as circumstances warrant. The public, including nearby Cities and Townships, should be notified of these proposed changes and allowed an opportunity to become informed of the change and provide input. The City should consider neighborhood opinion in evaluating how a proposed change would meet the above criteria. The City may consider soliciting public opinion through direct mail survey forms, neighborhood meetings (where applicable) or Planning Commission meetings and public hearings as required. These criteria should be considered when reviewing changes to the plan:

1. The change is consistent with the goals and objectives or other elements of the Wyoming Comprehensive Plan.
2. The change does not create an adverse impact on public facilities and services that cannot be mitigated. Public facilities and services include roads, sewers, water supply, drainage, schools, police, fire and parks.
3. Development resulting from the change does not create an undue impact on surrounding properties. Such development should be consistent with the physical character of the surrounding neighborhood or would upgrade and improve its viability.
4. The change allows a more viable transition to the planned uses on adjacent properties than the current land use.
5. The change does not have a significant adverse impact on the natural environment including trees, slopes and groundwater, or the impact could be mitigated by improvements on the site or in the same vicinity.
6. There is a change in City policies or neighborhood characteristics that would justify a change.
7. The change corrects an error made in the original plan.
8. There is a community or regional need identified in the comprehensive plan for the proposed land use or service.
9. The change helps the City meet its life-cycle and affordable housing objectives.
10. The change does not adversely impact any landmarks or other historically significant structures or properties unless mitigated through relocation, commemoration or dedication.

Priority Actions

The City's actions will be consistent with the policies of the Comprehensive Plan. Those actions include:

- Development applications
- Capital improvements program
- Neighborhood and district plans
- Plans of other agencies as they affect Wyoming
- The Zoning Ordinance and Zoning Map
- The Subdivision Ordinance

Responsibility for specific actions will be assigned to departments and individuals by the City Administrator (or occasionally the City Council), who will also lead in formulating annual work programs. The indicated time frame for each action is an estimate, and actual timing may vary.

The City will conduct the actions listed in the following tables through annual and multi-year assignments. The following actions should be regularly reviewed to ensure that they both comply with the Comprehensive Plan Objectives and consider the current technology available. Because this is a twenty-year plan, individual actions could occur multiple times over the life of the plan. As previously noted, it is anticipated that the City will revisit the plan after a period of ten years.

Additional actions may be added through periodic review, and certain actions may be modified or deleted based on the judgment of the City Council, Plan Commission or City Administrator.

Table 19 - Major Plan Implementation Actions

	Plan Element	Objective	Actions	Responsible Parties	Target Completion Date
1	Land Use	Utilize Land Efficiently	1.1 Prepare a Small Area Plan for the northwest of the intersection of I35 and East Viking Boulevard	Staff, Consultants, Developers	Complete
			1.2 Prepare a cost of community services study	Consultants	Future
			1.3 Map undeveloped parcels within service area and growth areas.	Engineer/GIS	2023
			1.4 Address inconsistencies between zoning and Land Use Plan	Planning Commission	2023
			1.5 Rezone vacant properties to match Comprehensive Plan	Planning Commission	2023
			1.6 Address non-conforming issues related to the Comprehensive Plan and current zoning	Planning Commission	2023
2	Transportation Plan	Integrate Transportation Systems	2.1 Create a bicycle and Pedestrian Plan as part of new Park Master Plan	Consultant	2022
			2.2 Encourage a Transportation Investments for Pedestrians, Bicyclist, and Motor Vehicles	City Council	Annually
			2.3 Connect Neighborhoods; develop plans for connecting dead-end roadways.	Staff, Consultants	2023
			2.4 Prepare feasibility study of future Innsbrook Avenue, from East Viking Boulevard to 269 th Street/ Wyoming Trails, including location of future regional municipal utilities.	Consultants, County, Staff	Future
			2.5 Prepare a feasibility study to develop intersection improvements for Kettle River Boulevard and East Viking Boulevard to facilitate development	Consultants, MnDOT, County, Staff	2022 and 2023
3	Utilities	Expand Municipal Utilities	3.1 Consider adoption of an Adequate Facilities ordinance	Staff, Planning Commission	Future
			3.2 Prepare a cost of community services study	See Task 1.3	

4	Housing	Diversify housing	4.1 Review and update residential zoning to promote greater density where appropriate, and variation in lot sizes.	Planning Commission	2022 -2023
			4.2 Review ordinances to provide for greater multi-family opportunities and senior house near amenities	Planning Commission	2022-2023
			4.3 Consider zoning amendments to encourage more starter homes and life cycle housing	Planning Commission	2023
5	Parks, Trails and Recreation	Enhance recreation opportunities	5.1 Review and update the Parks Improvement Plan and park program	Consultant	2022
			5.2 Study the feasibility of water-based park/access facility (Comfort Lake or Heims Lake) - swimming, fishing, passive use, splash pad	Consultant	2023
			5.3 Consider and encourage regional collaboration for trail extensions - Swedish Immigrant Trail, Comfort Lake Route, Kettle River Boulevard.	City Council, County	2025-2030
			5.4 Improve neighborhood connections	See Task 2.4 and Task 5.1	
6	Natural Environment and Sustainability	Protect the natural environment	6.1 Update 2011 Surface Water Management Plan	Consultant	2024
			6.2 Review and reduce parking requirements and enhance shared parking to increase pervious surfaces.	Planning Commission, staff	2023
			6.3 Complete tree inventory and assess forest quality and effectiveness of woodland protection ordinance –	Consultant, Planning Commission	Complete

7	Economic Development	1. Pursue a thriving economy	7.1.1 Update the 2017 EDA Strategic Plan	City EDA, County	2027
			7.1.2 Engage a public funding specialist to assist with the pursuit of grants and loans.	Administrator	On-going
			7.1.3 Review and update the business subsidy policies	Administrator	2023
			7.1.4 Prepare a cost of community services study	See Task 1.3	
			7.1.5 Kettle River Industrial park - develop incentives to shift outside storage intensive business to Kettle River Boulevard and 280th Street	Staff, Consultant	2030
			7.1.6 Prepare a feasibility study to develop intersection improvements for Kettle River Boulevard and Viking Boulevard to facilitate development	See Task 2.5	
		2. Strengthen the Downtown Core	7.2.1 Prepare Small Area Plan for the Downtown Core	Consultant	2023
			7.2.2 Consider a shared parking ordinance and shifting store fronts towards the curb with street parking and parking lots behind	Planning Commission	2023
			7.2.3 Review appropriate building setbacks in Downtown Core	Planning Commission	2023
			7.2.4 Consider Surface Water Management rules that allow for greater impervious coverage while providing equitable treatment or cash in lieu of treatment	Planning Commission, Council	2023
			7.2.5 Encourage a Transportation Investments for Pedestrians, Bicyclist, and Motor Vehicles	See Task 2.3	
			7.2.6 Prepare a land assembly study incorporating the Bingham property, Railroad Park and Lakes Gas, etc.	Staff, Consultants, EDA, County	On-going
			7.2.7 Explore a facade Improvement Program and financial assistance for businesses facing Highway 61, East Viking Boulevard and CSAH 30	Staff, Consultants, EDA, County	On-going
			7.2.8 Prepare a land assembly study incorporating the area south of East Viking Boulevard and east of highway 61	Staff, Consultants, EDA, County	On-going

Other Implementation Items:

1. Develop and Complete Official Zoning Map, showing sanitary sewer extensions
2. Develop future water well field and well head protection plan.
3. See 2022 Planning Commission Goals

DRAFT

List of References

1. League of Minnesota Cities Planning Commission Guide, August 3, 2018.
2. City of Wyoming Economic Development Strategic Plan, 2017.
3. 2009 Comprehensive Plan Task Force Meeting, September 20, 2007.
4. State of Minnesota, Office of Administrative Hearings for the Department of Administration, Document 3-2900-16083-2 – In the Matter of the Petition of Chisago City for Annexation of Unincorporated Property in Wyoming Township (A-6996).
5. City of Wyoming Comprehensive Plan, 2009.
6. Chisago County Housing Study, Maxfield, 2018.
7. Minnesota State Demographer
8. Chisago County Commuter Study 2019.
9. City of Wyoming Comprehensive Sewer Plan, 2010.
10. City of Wyoming Parks, Open Space and Trail System Plan (2022).
11. Chisago County Swedish Immigrant Trail Plan (2015).
12. City of Wyoming Surface Water Management Plan, WSB and Associates, August 23, 2011.
13. Cost of Services Study, SEH Inc.
14. Land Assembly, Camion Associates.

RESOLUTION 22-12-132

A RESOLUTION ADOPTING THE 2022 CITY OF WYOMING COMPREHENSIVE PLAN UPDATE, A COMPILATION OF POLICY STATEMENTS, GOALS, STANDARDS, AND MAPS FOR GUIDING THE OVERALL DEVELOPMENT AND REDEVELOPMENT OF THE CITY OF WYOMING

WHEREAS, Minnesota Statutes section 462.355 requires each local governmental unit to periodically review and, if necessary, amend its comprehensive plan and its fiscal devices and official controls; and

WHEREAS, the City of Wyoming authorized the review and update of its Comprehensive Plan; and

WHEREAS, the proposed City of Wyoming 2022 Comprehensive Plan Update is a planning tool intended to guide the future growth and development of the City of Wyoming in a manner that conforms with applicable planning statutes; and

WHEREAS, the proposed City of Wyoming 2022 Comprehensive Plan Update reflects a community planning process conducted in the years 2016 through 2022 involving elected officials, appointed officials, city staff, community organizations, the public at large, developers, and other stakeholders; and

WHEREAS, on October 11, 2022, the City of Wyoming conducted a public hearing on the proposed 2022 Comprehensive Plan; and

WHEREAS, the Planning Commission has considered the proposed 2022 Comprehensive Plan Update and all public comments, and thereafter submitted its recommendations to the City of Wyoming; and

WHEREAS, the 2040 proposed Comprehensive Plan includes all revisions made during the review process.

NOW THERE, BE IT RESOLVED BY THE CITY OF WYOMING, MINNESOTA that the City of Wyoming 2022 Comprehensive Plan Update is adopted and is effective as of the date of this resolution.

BE IT FURTHER RESOLVED that, pursuant to Minnesota Statutes section 462.356, Subdivision 1 the City of Wyoming will review its official controls, and if necessary, amend its official controls to ensure they do not conflict with the 2022 Comprehensive Plan Update.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 20th DAY OF DECEMBER 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: December 16, 2022

Presented to: Mayor Iverson and City Council Members

Presented by: City Administrator Linwood

Department: Administration

Reference: Abdo Financial Solutions Finance Director Service Contract

Method: New Business

Background Information: A contract with Abdo Financial has been identified as part of a finance staffing solution for the City of Wyoming. The agreement as presented would be for a duration of 3 years that the city would have the ability to opt out of the agreement at any point. The contract has been reviewed by the city attorney as part of the process. The purpose of the agreement with Abdo is an outsourced finance director that handles more complex accounting tasks for the city and offer oversight financial operations to ensure continued financial health of the city. This agreement would be for a duration of years 2023 through 2025.

Services Period Annual Fee	Services Period Annual Fee
January 1, 2023 - December 31, 2023	\$55,000
January 1, 2024 - December 31, 2024	\$67,000
January 1, 2025 - December 31, 2025	\$81,000

Abdo Financial will offer the following services in this agreement:

SCOPE OF SERVICES

1. Cash and Investment monitoring

- Reconcile cash and investments
- Verify bank has proper amount of collateral pledged to City's account
- Review cash flow to ensure proper amounts are available for operations

2. Monthly/Quarterly Reporting

- Review monthly budget to actual reports for coding errors
- Review journal entries and payroll entries to ensure accuracy

3. Budget

- Preliminary meeting with City management on budget objectives and strategy
- Prepare budget documents for department managers
- Develop wage and benefit sections of budget documents and review with department manager
- Prepare a City management's recommended property tax levy along with a general outline of the City budgeted funds including any potential budget funding gaps. This will include the all funds summary and preparation of all budget documents
- Assist in presenting preliminary budget to Council prior to September 30
- Assist in the certification of the final of the tax levy to the County and Minnesota Department of Revenue

4. Audit Preparation

- Prepare work papers and gather support for the audit of the financial statements
- Prepare the Management Discussion and Analysis for the audit report

5. Miscellaneous Tasks

- Provide oversight in recording/accounting for transactions
- Attend 6 Council meetings per year for action items and budget discussions
- Update Council, Administrator and staff of new accounting standards
- Provide assistance in reporting and closing out grant programs
- Monitor compliance for assigned activities
- Administrator may also utilize remote access and/or video conferencing as appropriate

Recommendation: The City Council Approve the Agreement with Abdo Eick and Meyers for contracted Finance Director services from 2023 through 2025.



SERVICE PROPOSAL FOR

City of Wyoming

26885 Forest Blvd, Wyoming, Minnesota 55092

November 07, 2022

abdosolutions.com | Mankato, MN - Edina, MN - Scottsdale, AZ

Abdo
Financial
Solutions

Proposed by

Victoria Holthaus, CPA

Partner | Abdo

victoria.holthaus@abdots.com

P 952.715.3069

Robb Linwood, City Administrator
City of Wyoming
26885 Forest Blvd
Wyoming, Minnesota 55092
November 07, 2022

Dear Robb,

Thank you for the opportunity to submit this proposal to the City of Wyoming, Minnesota (the City) for accounting services. Based on our past experience with cities of comparable size and complexity, we believe our structured contract with defined outcomes offered through Abdo Financial Solutions (Abdo FS) would provide the City with excellent financial services.

We believe our solution will result in the City receiving high-level information, continual improvement of processes and allow the City to keep overall costs stable. Our proposal is based on the needs of the City as laid out in the request for proposal and the experiences we have had working with other cities. This proposal outlines the scope of services we believe will address the needs of the City.

The term of this contract shall be from January 1, 2023 through December 31, 2025.

An Abdo FS representative will be in the City offices as necessary to perform responsibilities as noted on the Scope of Services page. Services will also be performed remotely as necessary.

Investment by the City for services is indicated on the value page. This quote is valid for ninety (90) days.

The Firm is independent of the City as defined by auditing standards generally accepted in the United States of America.

Abdo FS understands the City has retained an independent registered municipal advisor (IRMA) to advise in the evaluation of information and recommendations relating to the issuance of municipal securities and/or municipal financial products. The engaged IRMA is the recognized municipal advisor (MA) for the City.

Abdo FS would like to thank the City for the opportunity to propose on these services. We look forward to exceeding your expectations and continuing our long-term, mutually beneficial relationship.

Sincerely,

Abdo Financial Solutions

A handwritten signature in black ink, appearing to read "Victoria Holthaus". The signature is fluid and cursive, with a large, stylized "V" at the beginning.

Victoria Holthaus, CPA

Partner | Abdo

Your Team

Based on our ability to provide the requested services, our shared core values, and an understanding of your unique needs, we firmly believe we would be a great partner for the City of Wyoming. We have the resources, knowledge, people and services to light the path forward for your city.

We have assembled a team with relevant experience who are committed to working with you to ensure success. Each team member is briefly profiled below, and full biographies can be found in Appendix C.



VICTORIA HOLTHAUS, CPA

Partner
victoria.holthaus@abdofs.com
P 952.715.3069



JULIE MCMACKINS

Senior Manager
julie.mcmackins@abdofs.com
P 952.715.3062



JESSI STURTZ

Senior Associate
jessi.sturtz@abdofs.com
P 507.625.6861



IZZY BECKER

Associate
izzy.becker@abdofs.com
P 952.395.9334





Government Experience

You can have confidence in our years of experience performing consulting services, the quality of the accounting services we offer and our understanding of the unique challenges our clients face in the government space. Since 1963, we've served cities just like yours. With an unwavering commitment to streamlining processes, training staff, and finding technology-based solutions, we proudly offer excellence in city consulting and auditing. Out of our 180-strong, talented staff, over 40 team members are 100% focused on government clients, which include over 100 cities and other governmental entities. By serving cities across Minnesota, we have become experts in the nuances of how to best support your city. Our expertise affords you a consulting experience that is painless. We do this by communicating up front, coming fully prepared, and being available throughout the year to support you.

PROCESS

Our methods are centered around incorporating technology to deliver unparalleled solutions for government organizations. In addition to our consulting experience, our firm expertly performs outsourcing for governments giving us a wealth of experience in a consulting role. We don't believe in a one-size-fits-all mentality. So together, we'll focus on the needs that are relevant to your city and provide the right services to meet them with a customized methodology based on your needs. We're focused on developing creative, customized solutions to help your city mitigate costs and boost efficiency.

FOCUS

Through continuous training and growth opportunities, we've established an environment with a focus on serving government entities. We spend more than 100 hours training and onboarding to ensure success for our clients. We truly hope that you partner with us to light the path forward for your organization.

OUR QUALIFICATIONS

- GFOA and MnGFOA Association members
- Government operations training
- MSRB Municipal Advisor Qualified Representatives (Series 50 and Series 54)
- Consulting services for over 100 cities
- We've assisted many municipalities in preparing for the GFOA's Certificate of Achievement for Excellence awards in financial reporting

OUR FINANCIAL MANAGEMENT AND CONSULTING SERVICES INCLUDE:

- Budget process development
- Capital improvement planning
- Cash flow analysis
- Cost containment processes
- Debt management plans
- ERP system consulting
- Federal and State relations/grant consulting
- Finance Director services
- Financial management plans
- Financial reporting and analysis
- Fleet: Operations and replacement rate analysis
- Interim accounting and financial services
- Internal control evaluation
- Long-term strategic planning
- Payroll processing
- Policy development
- Process flows and efficiencies
- Project management
- Quarterly and monthly reporting to management
- Reconciliations
- Software implementation
- Utility/fee analysis
- Year-end audit preparation and financial statement preparation



Outsourced Finance Director

Building relationships to become a valuable extension of your city is what our Financial Solutions team will be ardently focused on when we work with you. When you employ our team, you gain a fresh perspective on a broad range of topics — you'll have one point of contact but a whole team of people bringing you value. With that said, we've had the opportunity to partner with over 100 clients in the Midwest. Among the support we provide, Outsourced Finance Director Services are a primary focus of our team. We offer this service for a broad range of cities with populations ranging from 800 — 25,000 in size.

Acting as outsourced finance directors and controllers requires a broad ranges of skills and experience. We bring a unique set of skills and experience as former government auditors, finance directors and controllers. Through this lens, we implement processes and procedures to improve your city's daily operations. Our experience translates to insights that streamline the audit and budget process and internal controls, consequently reducing audit findings and improving efficiencies. Ultimately, this will save your city time and money.

PROCESS

When you select our team, our process is made simple — for you and for your employees. First, we meet with your city administration to understand the challenges you face. We then analyze your financial statements, review budgets, and connect with your auditors to understand your financial position from their perspective. This gives us a holistic view to formulate a plan and propose how we can best support you.

Once our proposal is accepted, we'll work with key stakeholders to understand cash flow, investments, and begin fulfilling proposal initiatives. Together, we'll identify priorities and begin implementation.

QUALIFICATIONS

Our people make the difference — we have three members on our team who have passed the Series 50 exam. These registered municipal advisors will manage your bonds, investments, and strategic planning initiatives. Out of 20 members in our Financial Solutions group, 60% of their work is focused on outsourced Finance Director services. The majority of our team members have worked in government organizations and public accounting, bringing you a fresh perspective backed by relevant experience. We're confident that Abdo FS has the right expertise, team support, and recommendations to help your city grow. We look forward to supporting you and your team



SEE A SAMPLE REPORT

See a sample of our quarterly financial reports.

Value

We at Abdo FS help cities achieve their financial goals.

Our fees range from \$100 to \$445 per hour based upon the experience and level of the individuals to be assigned to perform your work. Fees are also based on the assumption and limitations outlined in the Scope of Services. Below are the fees for our services.

Services Period	Annual Fee
January 1, 2023 - December 31, 2023	\$55,000
January 1, 2024 - December 31, 2024	\$67,000
January 1, 2025 - December 31, 2025	\$81,000

This quote is valid for ninety (90) days.

Initial invoice will be sent within 10 days of the execution of this agreement. Monthly installment fees will be invoiced throughout the remainder of this contract.

We do not believe in charging for phone calls or emails during the year. When our communications identify additional service needs, we will provide you with an expected fee range.

From time to time, the City may need to consult with Abdo Financial Solutions on matters that are outside of the Scope of this agreement. An example of this may be payroll related issues and consultation. In this case, our hourly bill rates noted above will apply to the consultation. Our bill rates are subject to change on September 1st of each year.

Scope of Services

ABDO FS CONTRACT TASK	CLIENT RESPONSIBILITY	FREQUENCY
Cash and Investment Monitoring		
Reconcile cash and investments	City Administrator to review and approve	Monthly - Remote
Verify bank has proper amount of collateral pledged to City's account	Request monthly collateral statement from the bank	Monthly - Remote
Review cash flow to ensure proper amounts are available for operations	City Administrator to review and approve	Monthly - Remote
Monthly/Quarterly Reporting		
Review monthly budget to actual reports for coding errors	City Administrator to review and approve	Quarterly
Review journal entries and payroll entries to ensure accuracy	City Administrator to review and approve	Quarterly
Annual Budget Preparation		
Preliminary meeting with City management on budget objectives and strategy	City Administrator to review and approve	May - June
Prepare budget documents for department managers	City Administrator to review and approve	
Develop wage/benefits sections of budget documents and review with department managers	City Administrator to review and approve	June
Prepare a City management's recommended property tax levy along with a general outline of the City budgeted funds, including any potential budget funding gaps. This will include the all funds summary and preparation of all budget documents	City Administrator to review and approve	May - August
Assist in presenting preliminary budget to Council prior to September 30	City Administrator to review and approve	August
Assist in the certification of the final of the tax levy to the County and Minnesota Department of Revenue		December 31

ABDO FS CONTRACT TASK	CLIENT RESPONSIBILITY	FREQUENCY
Audit Preparation		
Prepare workpapers and gather support for the audit of the financial statements	Cooperation in locating supporting documentation, as needed	March 31
Prepare the Management Discussion and Analysis for the audit report	City Administrator to review	May 20
Miscellaneous Tasks		
Provide oversight in recording/accounting for transactions		Weekly
Attend 6 Council meetings per year for action items and budget discussions		As needed
Update Council, Administrator and staff of new accounting standards		On-going
Provide assistance in reporting and closing out grant programs		Monthly
Monitor compliance for assigned activities		On-going
Administrator may also utilize remote access and/or video conferencing as appropriate		On-going

Technology



We believe technology should enhance our service offerings, making our work less intrusive, our time with you more productive and everyone's data more secure. The use of technology in our financial accounting services enables us to streamline our processes and helps to automate certain functions of our work so we are able to spend more time analyzing our results and working directly with you.

Through the outbreak of COVID-19, our team has been able to seamlessly move to a completely remote work environment with no loss of productivity, cooperation, or communication. Since March 17, 2020, our staff has been successfully conducting remote financial services using the latest video conferencing and secure file sharing technology. Through Zoom, Microsoft Teams, or whatever technology your city may use, our team will continue to work through normal procedures, including regular meetings with you during the services to ensure effective collaboration with your team.

We take the security of our client's data - and our own - very seriously. A number of systems are in place to ensure the safety of your city's data. We operate on a remote distributed infrastructure leveraging Microsoft's Cloud Platform Azure. This not only allows our staff to securely work from any computer, anywhere, any time, but also provides large-scale, cutting-edge technology and security for your data. Your data is housed in secure data centers that reside exclusively in the U.S. and not on laptops or local servers which could be stolen or misplaced. We also continually provide security awareness training to our staff members to ensure they are good digital stewards of your data.

IT ALSO MEANS:



All firm staff use dual authentication to ensure that every login to our remote environment is secure and authorized.



All data is saved on redundant servers and data centers so if one server fails, another immediately takes over with no data lost.



All data is backed up continually which means we always have an extra copy for safe-keeping.



All incoming emails, attachments, and embedded links are scanned for viruses prior to landing in our inbox, which allows us to operate with more protection from phishing emails, malware attacks, and other digital threats.

Our cloud platform, Azure, is globally trusted by companies and governments and has numerous security compliance standard they adhere to. Reports of these can be provided as requested.

What Our Clients Say

CLIENT REFERENCES

One of the things we enjoy most about our work is developing long-term relationships with our clients and watching their city thrive as we help them to evolve and grow. Our clients listed below serve as a sample of references of those we partner with for their financial management services. Additional references are available upon request.



CITY OF NEW HOPE

Valerie Leone
City Clerk / Treasurer
P 763.531.5117

CITY OF CRYSTAL

Anne Norris
City Manager
P 763.531.1140

CITY OF OAK GROVE

Loren Wickham
City Administrator
P 763.404.7075

Value Added Services

When you partner with Abdo, you get access to our entire catalog of services. Below is a selection of the services that we believe could be of great value to your city. If you have need of these services, please reach out to us so we can help! Our additional service offerings can be found at www.abdosolutions.com.

HR & PAYROLL SERVICES

We help employers better support their most valuable resource... their people.

Having clear and consistent HR practices that best suit the individuality of your city is key, even more so in today's tight employment environment. And because the right policies are just as important, we lend our HR expertise to help you strategically plan for your future.

We help cities with:

- Employee management and development
- Regulatory compliance
- Benefits analysis and administration, including the Affordable Care Act (ACA) and workers' compensation
- HR/Payroll software implementation and management
- Advisory services such as specialized labor cost analysis, compensation studies, and HR process development and implementation
- Advisory services such as specialized labor cost analysis, compensation studies, and HR process development and implementation

LONG TERM PLANNING

How will you fund your city's Capital Improvement Plan? Part of establishing a capital improvement program is determining how to pay for it. Will you issue debt? Raise property taxes? Reorganize your capital budget? A long-term plan can help you answer these questions and more. Depending on your needs, our approach to long term planning may include:

- Preparing projections to gauge future revenue streams
- Conducting a debt management study
- Reviewing reserve and fund balance policies
- Implementing plans to achieve pay-as-you-go financing



Abdo
Diversity, Equity & Inclusion



61%

of our employees
are female



51%

of our management
level employees are
female



23%

of our interns this year
were people of color

At Abdo, we recognize the need for continuous improvement in diversity, equity and inclusion initiatives throughout our firm and the accounting industry at large. We believe that when we understand each other better, we grow better together.

Over the past year, we have increased our efforts to promote diversity, equity, and inclusion within our firm and community through implicit/unconscious bias, anti-harassment, and interview training. Our Diversity, Equity, and Inclusion Committee looks continues to implement new ideas, projects, and initiatives to move our firm forward through learning, understanding, and improving on these issues.

We continue to increase our number of women at the highest leadership level. We strive for continued growth in our ability to attract and retain women and people of color within our firm and we are working towards greater equity and diversity for all within our industry.

In order to build a more inclusive work environment, the firm has implemented diversity and inclusion education through partnering with expert speakers and trainers. Please let us know if you have any ideas on how we can improve diversity, equity, and inclusion at Abdo.

Why Partner with Abdo

LIGHTING THE PATH FORWARD

In a world of ever-changing complexity, people need caring, empathetic and highly skilled professionals they can depend on to provide the right advice and solutions for them. Our clients seek growth and success, but also want security and confidence. For nearly 60 years, Abdo has provided insights for our clients to help them achieve their goals.

That same innovative spirit is also what has earned us the title of being one of the top accounting firms in the Midwest. Abdo is a better firm today because of the efforts we made to support a culture driven by our core values of growth, relationships, and teamwork.

With this foundation in place, we have successfully helped our clients identify and break through their own growth barriers. Every challenge they face is an opportunity for us to listen, understand and empower them with solutions and a plan to achieve their goals. It's fulfilling to serve as the catalyst that helps them overcome obstacles that block their progress.

When it comes to our working relationships, we are partners. We're confidants. We're the catalyst that sparks true business growth, providing guidance through every challenge and opportunity along the way.

ABOUT ABDO

Abdo is a full-service accounting and consulting firm that delivers customized strategies and innovative solutions to help businesses, governments and nonprofits succeed. With more than 180 professionals and nearly six decades of experience, Abdo is ranked as one of the top accounting firms in the Midwest. It is a licensed CPA firm with offices located in Minneapolis and Mankato, Minnesota, and Scottsdale, AZ. Abdo's commitment to its clients is to gain in-depth knowledge of their unique challenges, opportunities, and needs. Through this consultative approach, Abdo partners with organization leaders to light the path forward to confidently reach their goals.

"Listening to our clients' needs, understanding their challenges, and adjusting how we work together is key to our partnership with the people we serve."

– **Steve McDonald, CPA** | *Managing Partner*



Appendix A

AGREEMENT FOR FINANCIAL SERVICES

Agreement for Financial Services

THIS AGREEMENT, is made and entered into on Not yet accepted by and between the City of Wyoming, Minnesota (hereinafter referred to as the "Client"), and Abdo Financial Solutions (hereinafter referred to as the "Contractor").

Articles of Agreement & Recitals

WHEREAS, the Client is authorized and empowered to secure from time to time certain professional services through contracts with qualified consultants; and

WHEREAS, the Contractor understands and agrees that:

1. The Contractor will act as an Independent Contractor in the performance of all duties under this Agreement. Accordingly, the Contractor shall be responsible for payment of all taxes, including federal, state and local taxes and professional/business license fees arising out of the Contractor's activities;
2. The Contractor shall have no authority to bind the Client for the performance of any services or to obligate the Client. The Contractor is not an agent, servant, or employee of the Client and shall not make any such representations or hold himself/herself out as such;
3. The Contractor shall be the exclusive outsourced accounting service provider for the Client during the term of this Agreement;
4. The Contractor shall perform all professional services in a competent and professional manner, acting in the best interests of the Client at all times.
5. The Contractor shall not accrue any continuing contract rights for the services performed under this contract.

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein, it is agreed as follows:

ARTICLE I

INCORPORATION OF RECITALS

The recitals and agreement set forth above are hereby incorporated into this Agreement.

ARTICLE II

LIABILITY INSURANCE

Section 1 Liability Insurance: The Contractor shall obtain professional liability insurance, at their expense with liability insurance coverage minimums in the amount of \$2,000,000, which Contractor must secure and maintain during the term of this Agreement. Contractor will provide Client with proof of liability insurance coverage under this Agreement in writing upon request by the Client.

ARTICLE III

DURATION OF THE AGREEMENT

Section 1 Duration: This Agreement shall commence upon date of execution by all parties and will remain in effect until December 31, 2025 unless earlier terminated as provided in Sections 2 and 3.

Section 2 Client's Termination Rights: The Client may terminate this Agreement upon sixty (60) days written notice in the event the Client determines in its sole discretion that it is not in the Client's best interest to continue using Contractor's services. The Client may terminate on ten (10) days written notice of the Contractor fails to perform its obligations under this Agreement.

Section 3 Contractor's Termination Rights: Contractor may terminate this Agreement upon thirty (30) days written notice to City in the event Client does not pay Contractor compensation as required under Article 5, Section 9 within fifteen (15) days after invoice is received by Client. In the event of non-payment within thirty (30) days, Contractor shall give the Client an opportunity to cure the default by giving a notice of such non-payment and an additional five (5) days after the Client's receipt of the notice to remit such payment, prior to giving a notice of termination. Contractor can also terminate the Agreement with one hundred twenty (120) days written notice if the Contractor believes it is in its best interests to terminate the Agreement.

ARTICLE IV

RENEWAL OF THE AGREEMENT

Section 1 Renewal Period: Not less than ninety (90) days prior to the expiration of this Agreement, the Client may provide written notice of intent to renew this Agreement for an additional term of up to three years upon terms and conditions agreed upon by both parties to the Agreement. If no such renewal agreement is executed by the parties, the Agreement terminates without further action of either party on December 31, 2025.

ARTICLE V

GENERAL

Section 1 Authorized Client Agent: The Client's authorized agent for the purpose of administration of this Agreement is the City Administrator/Manager. Said agent shall have final authority for approval and acceptance of the Contractor's services performed under this Agreement and shall further have responsibility for administration of the terms and conditions of this Agreement. All notices under this Agreement shall be sent to the person and address indicated below on the signature lines.

Section 2 Amendments: No amendments or variations of the terms and conditions of this Agreement shall be valid unless in writing and signed by the parties.

Section 3 Assignability: The Contractor's rights and obligations under this Agreement are not assignable or transferable.

ARTICLE V - CONTINUED

GENERAL (CONTINUED)

Section 4 Data: Any data or materials, including, but not limited to, reports, studies, photographs, negatives, or any and all other documents prepared by the Contractor or its outside consultants in the performance of the Contractor's obligations under this Agreement shall be the exclusive property of the Client, and any such data and materials shall be remitted to the Client by the Contractor upon completion, expiration, or termination of this Agreement. Further, any such data and materials shall be treated and maintained by the Contractor and its outside consultants in accordance with applicable federal, state and local laws. Further, Contractor will have access to data collected or maintained by the Client to the extent necessary to perform Contractor's obligations under this Agreement. Contractor agrees to maintain all data obtained from the Client in the same manner as the City is required under the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 or other applicable law (hereinafter referred to as the "Act"). Contractor will not release or disclose the contents of data classified as not public to any person except at the written direction of the Client. Upon receipt of a request to obtain and/or review data as defined in the Act, Contractor will immediately notify the Client. The Client shall provide written direction to Contractor regarding the request within a reasonable time, not to exceed fifteen (15) days. The Client agrees to indemnify, hold harmless and defend Contractor for any liability, expense, cost, damages, claim, and action, including attorneys' fees, arising out of or related to Contractor's complying with the Client's direction. Subject to the aforementioned, Contractor agrees to defend and indemnify the Client from any claim, liability, damage or loss asserted against the Client as a result of Contractor's failure to comply with the requirements of the Act. Upon termination and/or completion of this Agreement, Contractor agrees to return all data to the Client, as requested by the Client.

Section 5 Entire Agreement: This Agreement is the entire agreement between the Client and the Contractor, and it supersedes all prior written or oral agreements. There are no other covenants, promises, undertakings, or understandings outside of this Agreement other than those specifically set forth. Any term, condition, prior course of dealing, course of performance, usage of trade, understanding, or agreement purporting to modify, vary, supplement, or explain any provision of this Agreement is null and void and of no effect unless in writing and signed by representatives of both parties authorized to amend this Agreement.

Section 6 Severability: All terms and covenants contained in this Agreement are severable. In the event any provision of this Agreement shall be held invalid by any court of competent jurisdiction, this Agreement shall be interpreted as if such invalid terms or covenants were not contained herein, and such holding shall not invalidate or render unenforceable any other provision hereof.

Section 7 Contractor Fiscal Decision Waiver: Contractor is responsible for providing the Client with timely and accurate financial recommendations and information that allows the Council/Board the ability to make final financial decisions. Contractor will provide final financial recommendations but is not responsible for the final decisions made regarding financial matters.

ARTICLE V - CONTINUED

GENERAL - CONTINUED

Section 8 Client Employment of Contractor's Employees: The Client acknowledges and agrees that Contractor's workforce, including employees assigned to staff the engagement provided for under this Agreement, constitutes an important and vital aspect of Contractor's business. In recognition of the foregoing and the harm that Contractor will suffer in the event of the loss of one or more of its employees, the Client agrees that during the Term of this Agreement and for a period of six (6) months following the termination of this Agreement for any reason (the "Restrictive Time Period") the Client shall not, directly or indirectly, on behalf of itself or any person, firm, corporation, association or other entity, (a) recruit, solicit, or assist anyone else in the recruitment or solicitation of, any of Contractor's employees to terminate their employment with Contractor and to become employed by or otherwise engaged with or by the Client in any capacity independent of Contractor; (b) hire or engage any Contractor employee; or (c) otherwise encourage or induce any of Contractor's employees to terminate their employment with Contractor.

Notwithstanding the foregoing, Contractor may (but shall not be obligated to) consent to the Client's recruitment, solicitation, employment or other engagement of a Contractor employee otherwise prohibited by this paragraph provided that (a) the Client discloses to Contractor in writing its desire to recruit, solicit, employ or otherwise engage the Contractor employee independent of Contractor before engaging with the Contractor employee regarding any such potential relationship; (b) the Client agrees to pay Contractor a Restrictive Covenant Exception Fee (as hereafter defined) in the event the Contractor employee becomes employed by or otherwise engaged with the Client independent of Contractor; and (c) Contractor provides written consent to the Client to engage with the Contractor employee regarding any such relationship. For purposes of this Agreement, the Restrictive Covenant Exception Fee shall be the greater of: (i) 150% of the annual contracted cost of Contractor's services under this Agreement in addition to the annual contracted cost paid or due Contractor hereunder; or (ii) 150% of the fees paid or due Contractor for services provided under this Agreement during the twelve (12) month period immediately prior to the termination of this Agreement or, in the event the Agreement has not been terminated, during the twelve (12) month period immediately prior to Contractor's provision of written consent to the Client to engage in the recruitment, solicitation, employment or other engagement of a Contractor employee otherwise prohibited by this paragraph.

Section 9 Compensation: The parties agree that the Contractor shall be paid compensation for the services provided hereunder, payable for work performed in accordance with this Agreement, based on the fees indicated on the Value page of this proposal. Additional fees will not be incurred without prior approval of the Client.

Initial invoice for anticipated first month fees will be sent within 10 days of the execution of this agreement. Monthly installment fees will be invoiced throughout the remainder of this contract. If the contract is for an hourly fee basis, invoices will be sent monthly.

Section 10 Additional Services: Should the Client request additional services in addition to the Contracted Services, the Contractor will provide the Client with proposed fees for the services to be provided. The Client shall provide a written or electronic confirmation prior to the proposed services implementation.

Section 11 Outside Contractors: It shall be the responsibility of Contractor to compensate any other outside consultants retained or hired by Contractor to fulfill their obligations under this Agreement and shall be responsible for their work and Contractor, by using outside contractors, shall not be relieved of its obligations under this Agreement.

Section 12 Municipal Advisor: Abdo FS understands the Client may have/has retained an independent registered municipal advisor (IRMA) to advise in the evaluation of information and recommendations relating to the issuance of municipal securities and/or municipal financial products. The engaged IRMA is the recognized municipal advisor (MA) for the Client.

ARTICLE V - CONTINUED

GENERAL - CONTINUED

Section 13 Indemnification: Contractor shall indemnify, protect, save, and hold harmless Client, and its respective officers, directors, employees and members and agents, from and against any claims, liability, damages, costs, judgments, or expenses, including reasonable attorney's fees, to the extent attributable to or caused by the negligent or otherwise wrongful acts or omissions, including breach of a specific contractual duty, of Contractor's independent contractors, subcontractors, agents, employees, vendors or delegates with respect to this Agreement or the Project. Contractor shall defend Client against the foregoing, or litigation in connection with the foregoing, at Contractor expense, with counsel reasonably acceptable to Client, except that for professional liability claims, Contractor shall have no upfront duty to defend Client, but shall reimburse defense costs to Client to the same extent of Contractor's indemnity obligation herein. Client, at its expense, shall have the right to participate in the defense of any claims or litigation and shall have the right to approve any settlement, which approval shall not be unreasonably withheld. The indemnification provision of this Section shall not apply to damages or other losses proximately caused by or resulting from the negligence or willful misconduct of Client. All indemnification obligations shall survive termination, expiration or cancellation of this Agreement. Contractor agrees, that in order to protect itself and Client under the indemnity provisions set forth above, it will at all times during the term of this Agreement keep in force policies of insurances required in the Paragraph entitled, "Insurance." Nothing in this Agreement shall be construed to waive any immunities or limitations to which Client is entitled under Minn. Stat. Chapter 466 or otherwise.

Client shall indemnify protect, save, and hold harmless Contractor, and its respective officers, directors, employees and members and agents, from and against any claims, liability, damages, costs, judgments, or expenses, including reasonable attorney's fees, to the extent attributable to or caused by the negligent or otherwise wrongful acts or omissions of Client or its agents, employees, contractors or subcontractors with respect to Client's performance of its obligations under this Agreement. Client shall defend Contractor against the foregoing, or litigation in connection with the foregoing, at Client's expense. Contractor, at its expense, shall have the right to participate in the defense of any Claims or litigation. The indemnification provision of this Section shall not apply to damages or other losses proximately caused by or resulting from the negligence or willful misconduct of Contractor. All indemnification obligations shall survive termination, expiration or cancellation of this Contract. Nothing in this Agreement shall be construed to waive any immunities or limitations to which Client is entitled under Minn. Stat. Chapter 466 or otherwise.

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against Client or Contractor. Contractor's services under this Agreement are being performed solely for Client's benefit, and no other entity shall have any claim against Contractor because of this Agreement or the performance or nonperformance of services provided hereunder.



Appendix B

AGREEMENT FOR THE PROVISION OF
PROFESSIONAL SERVICES

Agreement for the Provision of Professional Services

WHEREFORE, this Agreement was entered into on the date set forth below and the undersigned, by execution hereof, represent that they are authorized to enter into this Agreement on behalf of the respective parties and state that this Agreement has been read by them and that the undersigned understand and fully agree to each, all and every provision hereof, and hereby, acknowledge receipt of a copy hereof.

City of Wyoming

26885 Forest Blvd

Wyoming, Minnesota 55092



SIGNATURE

Robb Linwood

Abdo Financial Solutions, LLC

5201 Eden Avenue, Suite 250

Edina, Minnesota 55436

A handwritten signature in black ink, appearing to read "Victoria Holthaus".

Victoria Holthaus, CPA

Partner / Abdo

November 07, 2022

A decorative orange line starts at the top left, goes down, then right, and then down again, forming an L-shape.

Appendix C

PROFESSIONAL BIOS



Victoria Holthaus

CPA

Partner | Abdo Financial Solutions

Municipal Advisor Representative (Series 50)

Municipal Advisor Principal (Series 54)

victoria.holthaus@abdofs.com

P 952.715.3069

Vicki aims to simplify the complex for her clients. Her goal is to give them a solid understanding of their finances, so they can confidently plan ahead. She specializes in working with local governments and nonprofit agencies to strategize capital improvements, develop long-range financial plans, and troubleshoot accounting and financial challenges. She also provides process evaluation and process improvement services for nonprofit and private sector clients. Over the past several years, Vicki has helped many organizations with strategic upgrades to technology and software as they navigate new ways of interacting with constituents and customers. Along with the ability to creatively explain technical terms, Vicki has firsthand knowledge of the issues local governments often face. Prior to joining the firm, she served Minnesota municipalities and joint ventures in various finance and administrative roles.

EDUCATION

- Bachelor of Science in Accounting, National American University
- Master of Arts in Public Administration, Hamline University
- Minnesota Certified Municipal Clerk
- Continuing professional education

PROFESSIONAL MEMBERSHIPS

- Minnesota and Arizona Society of Certified Public Accountants
- American Institute of Certified Public Accountants
- Government Finance Officers Association of the United States and Canada
- Minnesota and Arizona Government Finance Officers Association

AFFILIATIONS

- Hamline School of Business, Accounting Board Member
- Arizona Women Leading Government Member

QUALIFICATIONS

- 16 years of experience working with local governments in finance and administration
- Experience with budgeting, capital planning and debt management
- Process evaluation and process improvement engagement lead



Julie McMackins

Senior Manager | Abdo Financial Solutions
julie.mcmackins@abdofs.com
P 952.715.3062

Julie joined the Firm in 2021 as a Manager in the Financial Solutions department. Prior to joining Abdo FS, she spent nine years working for the City of Plymouth in Accounting roles, including Accountant, Supervising Accountant and Interim Finance Manager. In these roles, Julie was involved in a wide variety of finance responsibilities. Julie also has four years of experience in accounting and auditing roles.

EDUCATION

- Bachelor of Science in Accounting, Winona State University
 - *Dean's List*
 - *Member of National Society of Collegiate Scholars*
- Certified Public Accountant (Inactive)
- Continuing professional education

PROFESSIONAL MEMBERSHIPS

- Minnesota Government Finance Officers Association
- National Government Finance Officers Association

QUALIFICATIONS

- 11 years of experience working with Minnesota municipalities and two years experience in the private sector
- Experience in a variety of roles within local government, including, but not limited to: preparation of 10-year financial plan, monitoring cash and investment balances, preparation of biennial budget, preparation of City's annual financial report, led capital improvement plan processes, preparation of utility rate studies and cash flow analyses, preparation and submission of financial information for external reporting agencies,
- Experience in supervising and leading staff in the finance division in performing accounts payable, billing, cash receipts, payroll and general ledger accounting
- Experience in implementation of financial software, billing and payment options for utility billing, as well as acted as a liaison between staff and the Information Technology division



Jessi Sturtz

Senior Associate | Abdo Financial Solutions
jessi.sturtz@abdofs.com
P 507.304.6888

Jessi joined the Firm in 2020 as an Associate in the Financial Solutions group. Prior to joining AEMFS, Jessi worked for a local government in southern Minnesota. She has nine years of experience working with local governments in accounting and has worked extensively with Banyon. She currently works with clients ranging from 1,000 - 25,000 in population in a variety of different financial roles.

EDUCATION

- Bachelor's Degree in Accounting, Rasmussen College
- Continuing training from American Payroll Association
- Continuing professional education

PROFESSIONAL MEMBERSHIPS

- Minnesota Certified Municipal Clerk

QUALIFICATIONS

- 9 years of experience working with local governments
- 10 years of experience working at a financial institute in accounting
- Background with budgeting, transactional processes, utility billing and payroll
- Works extensively with Microsoft Office and Banyon
- Experience training new staff



Izzy Becker

Associate | Abdo Financial Solutions
 izzy.becker@abdofs.com
 P 952.395.9334

Izzy joined the Firm as an Associate in the Financial Solutions department in 2022. Prior to joining Abdo, Izzy spent a year and a half as a Member Service Representative for Northern Communities Credit Union. While at Northern Communities, she received her first and second MSR certifications. She has a wealth of knowledge and experience financial software and performing 100+ customer transactions per day. She also worked as a student researcher at St. Scholastica, working directly with area chambers of commerce collecting, compiling, and analyzing survey data. Izzy is currently pursuing continued professional education to become a Certified Public Accountant.

EDUCATION

- Bachelor of Arts in Accounting, The College of Saint Scholastica
 - *Graduated Magna Cum Laude*
 - *Webster Scholar*
 - *Dean's List*
 - *Awarded "Outstanding Senior in Accounting" at the College of Saint Scholastica*
- Currently pursuing CPA licensure

PROFESSIONAL MEMBERSHIPS

- Minnesota Society of Certified Public Accountants

QUALIFICATIONS

- Greater than one year of experience in the banking industry as a Member Service Representative (MSR) with first and second MSR certifications.
- Software competencies in Microsoft Office, QuickBooks, and TaxAct Preparation Software