

**AGENDA
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JULY 5, 2023
7:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

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

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for June 20, 2023
2. Consider approving the minutes of the "Work Session Meeting" of the Wyoming, Minnesota City Council for June 27, 2023

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 June 21, 2023 to July 5, 2023
4. To consider approving a solicitation permit for Mark Roweton of Valor Pest Solutions located at 6520 Edenvale Blvd. Unit 115, Eden Prairie, MN 55346 for the hours of 10:00 a.m. to 7:00 p.m.
5. To consider approving a solicitation permit for Matthias Tammekivi of Educational Consulting

located at 2233 Bossard Drive, Roseville, MN 55773 for the hours of 10:00 a.m. to 7:00 p.m.

6. To consider **Resolution 23-07-63** a resolution approving payment to Boyer Trucks for a 2024 Western Star 47X Dump Truck in the amount of \$115,605.00
7. To consider **Resolution 23-07-64** a resolution declaring certain Public Safety items as surplus property and authorizing the Public Safety Department to dispose of such items through the disposal process

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

8. Report of the Public Safety Director, Neil Bauer, for June 29, 2023
9. Report of City Building Official, Fred Weck, IV for June 30, 2023
10. Report of the City Attorney, Tom Loonan, for June 29, 2023
11. Report of City Engineer Mark Erichson, WSB for June 29, 2023
12. Report of the Acting Public Works Superintendent Joe Keding for July 5, 2023

COMMUNICATIONS:

13. City of Wyoming completes step 3 in the Minnesota Greensteps Program

OLD BUSINESS:

NEW BUSINESS:

14. To consider **Resolution 23-07-65** a resolution expressing support for the proposed use of tax increment financing for an affordable housing project by Rueter Walton Development, LLC
15. To consider **Resolution 23-07-66** a resolution regarding the support of a housing trust fund application in connection with Reuter Walton Development LLC
16. To consider a construction cost sharing agreement between the City of Wyoming and Midcontinent Communications
17. To consider entering a closed session under MN State Statute 13D.05, Subd (2)(3) and (4) for a personnel matter.

COUNCIL REPORTS:

ADJOURN

**DRAFT MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JUNE 20, 2023
7:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for June 20, 2023 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: Kevin Sandstrom, 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 and Joe Keding, Acting Public Works Superintendent

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

Jeanine Sax, 25723 Kettle River Boulevard – Shared concerns she had with actions taken over a year ago by Mr. Moxness who ripped out two rows of her evergreens. She noted that she was not trying to get the City involved, but wanted this information on the record. She noted that she had hired an attorney as well and wants those trees to be replaced.

APPROVAL OF MINUTES:

- 1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for June 6, 2023**

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR JUNE 6, 2023 AS SUBMITTED.

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

Voting Nay: None

Abstain: None

Absent: None

- 2. Consider approving the minutes of the “Budget Work Session Meeting” of the Wyoming, Minnesota City Council for June 7, 2023**

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “BUDGET WORK SESSION MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR JUNE 7, 2023 AS SUBMITTED.

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

Voting Nay: None
Abstain: None
Absent: None

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA:

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

3. To consider authorizing the payment of recommended bills, payroll, and journal entries for the period of June 7, 2023 to June 20, 2023
4. To consider approving the 2023 City of Wyoming Insurance coverage renewal through the League of Minnesota Cities Insurance Trust for a total cost of \$111,230.00
5. To confirm the City Council of the City of Wyoming Does Not Waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.04 when renewing Liability Insurance Coverage with LMCIT (League of Minnesota Cities Insurance Trust)
6. To consider the resignation of Austin Smith from the Wyoming Fire Department
7. To consider the resignation of Scott Boecker as Police Officer and begin the hiring process for a Police Officer
8. To consider the resignation of Austin Rademacher as Building Inspector and begin the hiring process for a Building Inspector
9. To consider **Resolution 23-06-62** a resolution approving payment for pay voucher #1 to Dresel Contracting for the 2023 East Viking Boulevard Improvement Project (WSB Project 018553-000) in the amount of \$497,336.45.

Mayor Iverson – Asked to pull items #6, #7, and #8 for further discussion.

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

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

#6 - To consider the resignation of Austin Smith from the Wyoming Fire Department

Mayor Iverson – Asked Public Safety Director Bauer to let Mr. Smith and his family know how much the City has appreciated his time serving with the Fire Department.

#7 - To consider the resignation of Scott Boecker as Police Officer and begin the hiring process for a Police Officer

Mayor Iverson – Stated that she wanted to acknowledge what a loss it will be to lose Police Officer Boecker because he has been an amazing officer for the City.

Councilmember Ohnstad – Stated that he agreed and expressed his appreciation for the work that Officer Boecker did with his wife when she fell. He stated that Officer Boecker and members of the Fire Department sat with her to ensure she was comfortable as waited in the snow for almost an hour while awaiting an ambulance. He stated that Officer Boecker did an awesome job for the City and would be missed.

#8 - To consider the resignation of Austin Rademacher as Building Inspector and begin the hiring process for a Building Inspector

Mayor Iverson – Stated that she has heard nothing but good things about Austin Rademacher throughout his time with the City. She asked that the message that he will be greatly missed by the City be passed along to him.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE CONSENT AGENDA ITEMS #6, #7, AND #8, AS PRESENTED.

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:

10. Report of the Public Safety Director, Neil Bauer for June 16, 2023

11. Report of City Attorney Tom Loonan for June 14, 2023

12. Report of City Engineer Mark Erichson, WSB for June 16, 2023

13. Report of Acting Public Works Superintendent Joe Keding for June 20, 2023

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS

14. To consider **Resolution 23-06-54** a resolution approving a variance from sections 40-255, (4) (a) & 40-296; to allow the construction of an office building nearer than the 150 foot setback from right-of-way of Highway 8 at PIN 21.10712.10

Zoning Administrator/Building Official Weck – Gave an overview of the lot, location, and existing conditions. He explained that the proposed building is 8,623 sq. ft. and gave a brief overview of the requested variances needed. He reviewed the proposed access and noted that as part of the future Highway 8 reconstruction, Hazel Avenue will be closed off as well as 250th Street on the opposite end and access will be gained by Hamlet Avenue to the west. He noted that the grading and stormwater plans have been approved and reviewed the landscape and lighting plans. He reviewed the 7 conditions of approval that have been recommended by staff and the Planning Commission.

Mayor Iverson – Noted that people want to speak to this project and invited those individuals to come forward and address the Council.

Karl Doll, 7514 250th Street – Stated that he lives near Hazel and 250th Street and explained that he was here to ask the Council to pause in their approval of this plan. He stated that he would like it to be tabled until the next meeting in order to allow time to address resident concerns regarding safety. He stated that he understands that some of their concerns may be alleviated with the completion of Highway 8, but at the current time, he does not feel that the City has adequately addressed those concerns. He stated that Hazel and 250th are both dirt roads and are all residential. He stated that he likes living on a dirt road and is not looking forward to a time

when this road is paved. He stated that pulling on and off of Highway 8 is dangerous and shared examples of accidents that he has witnessed. He stated that he is in support of the Highway 8 project in order to help with some of these safety concerns.

Bonnie Christiansen, 24679 Hale Avenue – Referenced the MnDot letter dated August 24, 2022 that recommended a westbound right turn lane onto Hazel Avenue and the Planning Commission meeting minutes from August 9, 2022 Building Official Weck referenced a letter received from MnDot that outlined requirements related to drainage as well as a turn lane. She noted that the MnDot letter was not included in the June 13, 2023 Planning Commission meeting. She stated that she feels the City needs to state their position, in writing, regarding MnDot's recommendation for the right turn lane at Hazel Avenue and then send the Gregory proposal back to the Planning Commission.

Neil Rever, 24679 Hale Avenue – Read aloud a portion of the City code for Highway 8 corridor overlay district Section 40-292 related to traffic impact studies. He stated that there was a letter included in the packet dated May 12, 2023 to Mr. Gregory that indicates that the maximum employee count for the building would be 25 which he believes would call for a traffic study to be completed. He stated that because this intersection of Highway 8 is one of the most dangerous in the City, he feels this traffic study should be done and the proposal should go back to the Planning Commission.

Earl Newstrand 24795 Hazel Avenue – Asked if the City had taken into consideration what the four lanes of traffic will do so the new building coming in. He stated that he assumes his property will have to go.

Mayor Iverson – Noted that one of the concerns raised at the Planning Commission was regarding speed and there was a suggestion of putting up a speed sign in the area.

Building Official Weck – Stated that there were two letters from MNDOT, one dated August 9, 2022 and another on August 24, 2022. He clarified that MnDot was recommending a right hand turn lane and not a left hand turn lane. He stated that it was a mistake that this information it was not included in the Planning Commission packet and he had simply forgot to attach the PDF file when he compiled the final packet information. He stated that MnDot has looked at the application and they are not requiring anything additional to be completed, such as a traffic impact study. He explained that 150 foot setback for Highway 8 was designed to reserve area for when the project goes through. He noted that the plan has pretty much been approved and once the improvements are done, everything will meet the current setbacks without the Highway 8 overlay. He stated that if Mr. Gregory were to come into the City after the Highway 8 project was completed, he would not need any of the variances.

Councilmember Luger – Stated that in the presentation, there was reference to the need to meet the engineering requirements and asked for details on those items and how they have been addressed.

Building Official Weck – Explained that was in reference to the stormwater comments and noted that they are all minor comments.

Councilmember Ohnstad – Asked how Highway 8 will look when completed.

Mayor Iverson – Stated that she believes it will be like the intersection of Highway 65 and Viking Boulevard.

Building Official Weck – Confirmed that was correct and stated that he believes MnDot has taken a look at the options and that appears to be the one that they are willing to pay for.

Councilmember Nanko Yeager – Referenced the Planning Commission minutes and a statement attributed to City Administrator Linwood that MnDot had not commented and were not requiring any turn lanes. She asked for clarification of what MnDot's final word is on this issue.

City Administrator Linwood – Stated that they are recommending a right turn lane, but are not requiring it.

Councilmember Nanko Yeager – Asked if the City was planning to follow MnDot's recommendation.

Building Official Weck – Stated that is just a recommendation, so the City Council would have the option to take that recommendation if they like. He stated that staff and the County have discussed the possibility of doing a right turn lane and then have it be torn out in a few years and did not feel the costs of this was justified.

Councilmember Nanko Yeager – Confirmed with Building Official Weck that there were no consequences for the City if they do not follow the recommendation from MnDot. She asked if the intersection of Hazel and Highway 8 would need to be modified in order to accommodate commercial traffic. She asked what will prevent traffic from turning onto 250th in order to access.

Building Official Weck – Stated that it would not need to be modified for commercial traffic. He noted that it is a public road, so anyone could take that route if they wanted to.

City Administrator Linwood – Stated that staff had spoken to Public Works about placing speed signs on 250th and Hazel.

Mr. Gregory – Stated that he wants all of his employees to take a right out of their parking and just go to Highway 8 and not travel through the neighborhood. He explained that they pride themselves on having nice looking vehicles, so traveling down a dirt road will not promote a nice looking vehicle.

Councilmember Nanko Yeager – Stated that Mr. Rever brought up the number of employees and the need for a traffic impact study. She asked how many employees would be in the building.

Mr. Gregory – Stated that this building will have 15 employees and noted that there is a separate facility for operations that will have the remainder of the employees. He explained that they are on the brink of having 30 total employees between the two buildings. He noted that the reference made to the comment regarding the soil study was to plan for extra on the septic so they would not have to add onto it later, which is where the 25 came from.

Building Official Weck – Stated that if Mr. Gregory only has 15 employees at this site, there would not be a need for a traffic study.

Mayor Iverson – Asked City Attorney Sandstrom to comment on some of the ideas raised this evening by the residents about tabling this item.

City Attorney Sandstrom – Noted that the biggest issues appear to be related to traffic and noted that MnDot has looked at this and provided some recommendations. He stated that it does not seem apparent what an additional traffic study would provide. He stated that the City could table this and require the applicant to complete a traffic study, but they would have to be cognizant of the 60 day rule.

Building Official Weck – Stated that the 60 day rule ends on July 17, 2023.

City Attorney Sandstrom - Noted that the City also has the option of extending the deadline out to 120 days.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER IVERSON, TO APPROVE RESOLUTION 23-06-54 A RESOLUTION APPROVING A VARIANCE FROM SECTIONS 40-255, (4) (A) & 40-296; TO ALLOW THE CONSTRUCTION OF AN OFFICE BUILDING NEARER THAN THE 150 FOOT SETBACK FROM RIGHT-OF-WAY OF HIGHWAY 8 AT PIN 21.10712.10

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

15. To consider **Resolution 23-06-55** a resolution approving a variance from section 40-296; to allow the construction of a parking lot nearer than the 150 foot setback from the right-of-way of Highway 8 at PIN 21.10712.10

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 23-06-55 A RESOLUTION APPROVING A VARIANCE FROM SECTION 40-296; TO ALLOW THE CONSTRUCTION OF A PARKING LOT NEARER THAN THE 150 FOOT SETBACK FROM THE RIGHT-OF-WAY OF HIGHWAY 8 AT PIN 21.10712.10

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

16. To consider **Resolution 23-06-56** a resolution approving a variance from section 40-296; to allow the construction of a free standing sign nearer than the 150 foot setback from the right-of-way of Highway 8 at PIN 21.10712.10

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER IVERSON, TO APPROVE RESOLUTION 23-06-56 A RESOLUTION APPROVING A VARIANCE FROM SECTION 40-296; TO ALLOW THE CONSTRUCTION OF A FREE STANDING SIGN NEARER THAN THE 150 FOOT SETBACK FROM THE RIGHT-OF-WAY OF HIGHWAY 8 AT PIN 21.10712.10

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

17. To consider **Resolution 23-06-57** a resolution approving a variance from section 40-451, (2) to allow the construction of an office building with more than 35% of Class III building materials on the exterior of the structure at PIN 21.10712.10

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 23-06-57 A RESOLUTION APPROVING A VARIANCE FROM SECTION 40-451, (2) TO ALLOW THE CONSTRUCTION OF AN OFFICE BUILDING WITH MORE THAN 35% OF CLASS III BUILDING MATERIALS ON THE EXTERIOR OF THE STRUCTURE AT PIN 21.10712.10

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

18. To consider **Resolution 23-06-58** a resolution approving a site plan review application to construct an office with a showroom and storage space at PIN 21.10712.10

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 23-06-58 A RESOLUTION APPROVING A SITE PLAN REVIEW APPLICATION TO CONSTRUCT AN OFFICE WITH A SHOWROOM AND STORAGE SPACE AT PIN 21.10712.10

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

Voting Nay: None

Abstain: None

Absent: None

19. To consider **Resolution 23-06-59** a resolution denying a Conditional Use Permit application at Property ID Numbers: 21.106050.00 and 21.10542.10.10

Building Official Weck – Gave an overview of the request to construct two apartment buildings with 13 total units and two detached buildings for garages and on-site parking. He explained that the Planning Commission is recommending denial of the application. He noted that because the City has run up to 120 days, the Council has to make a decision on this item tonight.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 23-06-59 A RESOLUTION DENYING A CONDITIONAL USE PERMIT APPLICATION AT PROPERTY ID NUMBERS: 21.106050.00 AND 21.10542.10.10

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

Voting Nay: None

Abstain: None

Absent: None

20. To consider **Resolution 23-06-60** a resolution approving plans and specifications and ordering advertisement for bids for the 2023 Fallbrook Avenue and 264th Street Improvement Project

City Administrator Linwood – Explained that this is the next step in moving forward with the street improvement project and gave an overview of past discussions about this project.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 23-06-60 A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE 2023 FALLBROOK AVENUE AND 264TH STREET IMPROVEMENT PROJECT

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

Voting Nay: None

Abstain: None

Absent: None

21. To consider **Resolution 23-06-61** a resolution restricting parking on Fallbrook Avenue and 264th Street for the 2023 Fallbrook Avenue and 264th Street Improvement Project

Councilmember Nanko Yeager – Confirmed that this parking restriction would only be for the duration of the project and not a permanent change.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 23-06-61 A RESOLUTION RESTRICTING PARKING ON FALLBROOK AVENUE AND 264TH STREET FOR THE 2023 FALLBROOK AVENUE AND 264TH STREET IMPROVEMENT PROJECT

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

Voting Nay: None
Abstain: None
Absent: None

- 22.** To consider approving a job description for a part-time Project Coordinator for Age-Friendly work and authorize advertising the position

Assistant City Administrator Saxe – Explained that the City was awarded a Minnesota Age-Friendly Community grant in the amount of \$19,000. He stated that staff is proposing that a part-time position Project Coordinator be created that would focus on age-friendly work in the City. He gave an overview of what it means to be an ‘age-friendly’ community. He stated that this position may also be able to assist with the community garden as well. He noted that the position will be grant funded until March of 2024.

Council Member Nanko Yeager – Clarified that the grant money was just to fund the position and not to be utilized for age-friend projects such as a community garden.

Assistant City Administrator Saxe – Stated that there is a breakdown that he can distribute to the Council. He noted that there is the cost for the employee and noted that the City was also awarded some construction costs for the community garden as well as some administrative costs. He noted that he had received information last week that the existing community garden at Fairview may be willing to expand.

Council Member Nanko Yeager – Asked if the position/employee would be terminated at the end of the grant term.

Assistant City Administrator Saxe – Confirmed that it would be terminated and noted that it is stated at the very top of the job description.

Mayor Iverson – Noted that one of the City’s goals is to create a community where people can age in place.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE A JOB DESCRIPTION FOR A PART-TIME PROJECT COORDINATOR FOR AGE-FRIENDLY WORK AND AUTHORIZE ADVERTISING THE POSITION

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

- 23.** To consider a Council Work Session to discuss the potential apartment project from Reuter Walton on June 27, 2023 at 5:30 p.m.

City Administrator Linwood – Noted that staff has given a high level overview of the product that Reuter Walton is looking to do with a potential apartment project. He explained that staff feels it would be beneficial to have a more in depth discussion about this project at a future work session.

Council Member Luger – Noted that she was not available to meet on that date.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE A COUNCIL WORK SESSION TO DISCUSS THE POTENTIAL APARTMENT PROJECT FROM REUTER WALTON ON JUNE 27, 2023 AT 5:30 P.M.

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

Voting Nay: None
Abstain: None
Absent: None

COMMUNICATIONS:

COUNCIL REPORTS:

Council Member Ohnstad – Attended the Council budget meeting.

Council Member Nanko Yeager – Attended the Highway 8 coffee and cookie event last week.

Council Member Luger – Attended the Council budget work session meeting

Council Member Schilling – No report.

Mayor Iverson – Attended the Highway 8 meeting and expressed her appreciation to the area legislators that were finally able to secure funding for this project. She thanked all the volunteers that were involved in the MS 150 event. She stated that she attended the Council budget work session. She noted that she is very excited about shovels in the ground for the Veteran's Memorial Park which will take place June 23, 2023 at 3:30 p.m.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO ADJOURN THE JUNE 20, 2023 "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:00 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:
JULY 5, 2023
7:00PM

**DRAFT MINUTES
CITY COUNCIL
WORK SESSION MEETING
CITY OF WYOMING, MINNESOTA
JUNE 27, 2023
5:30 PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Work Session Meeting of the Wyoming City Council for June 27, 2023 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 Brett Ohnstad
Absent: Councilmember Claire Luger*

Also Present: Robb Linwood- City Administrator, Jared Ackmann, Reuter Walton, Jake Emeott, and Tom Denaway, Baker Tilly

DETERMINATION OF A QUORUM:

Mayor Iverson determined a Quorum was present.

PLEDEGE OF ALLEGIANCE:

NEW BUSINESS:

1. Rueter Walton Apartment Discussion/TIF Application

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

Jared Ackmann – Rueter Walton completed a presentation of a three story seventy unit Apartment concept located west of the Sunrise Trail across from City Hall. He discussed the strong demand for multi-family projects in Chisago County. This would be a 9% tax credit project and it is a competitive process through the state of Minnesota. Similar to the 2019 project they would need a resolution of support from the city and the potential of the use of TIF for the project. The applications for the tax credit would be due in July of this year. He reviewed with the council similar projects from their portfolio showing the exteriors, interiors and surrounding amenities with the apartments. He reviewed the different make-up of the apartments with the EDA for the project that would include one, two, three and four bedroom apartments with a make-up of 16 one bedroom units, 29 two bedroom units, 18 – Three bedroom units and 9 – Four Bedroom Units. He also discussed the rental incomes for the project and income limits ranging from 30% to 60% for the project with the make up being 31% of units will be 30% of area Median Income, 53% of units will have income limitation of 50% of area median Income and 16% of units will have an income limitation of 60% of area income. . An application is due to Minnesota Housing and Finance Agency prior from July 13th. If the project is awarded it is anticipated that notification will come in the 4th quarter of 2023.

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

Tom Denaway Baker Tilly – Mr. Denaway gave an overview of what Tax Increment Finance (TIF) is. TIF is a method of capturing tax base growth resulting from new development. Property still pays its full property tax amount based on a new value. The future increased local property taxes generated by development are captured over time as increment and used to reimburse for eligible improvements over time on a pay as you go basis. The developer is only eligible to receive revenue generated by the project. There is a fixed term for capture, then the new development is added to tax base. Mr. Denaway went through how property taxes are calculated and how that relates to TIF. Mr. Denaway answered questions from the council regarding the use of TIF and how it is calculated. Mr. Denaway explained that this project would be a “pay as you go” project where the developer pays for the public improvements, is reimbursed by TIF and reimbursed limited to amount of TIF collected. He explained that the impact of TF is that it redirected tax dollars to meet a defined public purpose, assists project that would not otherwise occur (but-for test) and adds tax base upon decertification of the district (long term investment).

The preliminary assistance Estimate for the project is \$397,400 over a proposed repayment term of 26 years. This would be reimbursed over time on a pay as you go basis. It would be reimbursed with a 6.0% interest and payable from 90% of annually generate increment. The Preliminary estimate of annual estimate to the Developer is \$32,740 (prior to inflation) by all taxing entities. The city would also retain 10% of annual increment to fund administrative expenses related to the TIF district.

The council had discussion and questions regarding the city share and how the TIF interacted with county and school districts.

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

For Check Dates 06/20/2023 to 06/20/2023

Check Number	Name	Check Date
Text Label	54970 PACIFIC LIFE INSURANCE	06/20/2023
Item Code	GL Number	Amount
ROTH	101-0000-21712	250.00
		<u>250.00</u>
Text Label	54971 CENTRAL PENSION FUND,	06/20/2023
Item Code	GL Number	Amount
CENT PENS FUND	101-0000-21716	480.00
		<u>480.00</u>
Text Label	54972 WI SCTF,	06/20/2023
Item Code	GL Number	Amount
WI CHILD SUPPOR	101-0000-21710	215.42
		<u>215.42</u>
Text Label	EFT1001 SELECTACCOUNT,	06/20/2023
Item Code	GL Number	Amount
DEP CARE	101-0000-21711	0.00
FSA CONT	101-0000-21711	0.00
HSA CITY CONT	101-0000-21707	0.00
HSA CONT	101-0000-21707	1,841.16
		<u>1,841.16</u>
Text Label	EFT1002 P.E.R.A.,	06/20/2023
Item Code	GL Number	Amount
CORD PERA	101-0000-21704	2,918.60
DCP PERA	101-0000-21704	16.67
DCP PERA MATCH	101-0000-21704	16.67
PERA CITY MATCH	101-0000-21704	3,367.62
PF PERA	101-0000-21704	4,078.34
PF PERA CITY	101-0000-21704	6,117.49
		<u>16,515.39</u>
Text Label	EFT1003 INTERNAL REVENUE SERVICE,	06/20/2023
Item Code	GL Number	Amount
FITW	101-0000-21701	7,707.37
SOCSEC_EE	101-0000-21703	3,571.20
MEDICARE_ER	101-0000-21703	1,303.55

For Check Dates 06/20/2023 to 06/20/2023

Check Number	Name	Amount	Check Date
SOCSEC_ER	101-0000-21703	3,571.20	
MEDICARE_EE	101-0000-21703	1,303.55	
		<u>17,456.87</u>	

Text Label EFT1004 STATE OF MINNESOTA, 06/20/2023

Item Code	GL Number	Amount
SITW	101-0000-21702	3,522.80
		<u>3,522.80</u>

Text Label

General Checking Account 10100
Total Amount Being Paid: \$40,281.64
Total Number of Checks: 7

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

City of Wyoming Check Detail Register

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June 30, 2023 08:48 AM
User: ssaxe
DR: Wyoming

07-05-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment	
12574	07/05/2023	90 DEGREE BENEFITS				
9011-084209-1000			101-0000-21706	HOSPITALIZATION	\$31,043.08	HOSPITALIZATION/MEDICAL INS
Total for 90 DEGREE BENEFITS					<u>\$31,043.08</u>	
54974	07/05/2023	ADVANCED GRAPHIX, INC.				
211611			101-2110-43900	VEHICLE MAINTEN	\$905.00	VEHICLE MAINTENANCE
Total for ADVANCED GRAPHIX, INC.					<u>\$905.00</u>	
54975	07/05/2023	AMANDA NEWSTROM				
06/26/2023			602-0000-11500	ACCOUNTS RECEIV	\$56.87	Sewer Usage
			601-0000-11500	ACCOUNTS RECEIV	\$17.76	Water - Meter Charge
			601-0000-11500	ACCOUNTS RECEIV	\$14.63	Water Usage
			651-0000-11500	ACCOUNTS RECEIV	\$3.98	Surface Water Mgmt
			601-0000-11500	ACCOUNTS RECEIV	\$1.04	State Surcharge
Total for AMANDA NEWSTROM					<u>\$94.28</u>	
54976	07/05/2023	ASPEN MILLS				
313791			101-2200-44080	UNIFORMS	\$274.50	UNIFORMS
315720			101-2110-44080	UNIFORMS	\$64.66	UNIFORMS
Total for ASPEN MILLS					<u>\$339.16</u>	
54977	07/05/2023	BITUMINOUS ROADWAYS, INC				
32658			651-9425-44410	STREET MAINT MA	\$9,035.58	STREET MAINT MATERIALS
Total for BITUMINOUS ROADWAYS, IN					<u>\$9,035.58</u>	
54978	07/05/2023	BOUND TREE MEDICAL				
84980712			101-2200-42100	OPERATING SUPPL	\$179.55	OPERATING SUPPLIES
Total for BOUND TREE MEDICAL					<u>\$179.55</u>	
54979	07/05/2023	BOYER FORD TRUCKS, INC				
11922			401-3100-45000	CAPITAL OUTLAY	\$115,605.00	2024 WESTERN STAR
Total for BOYER FORD TRUCKS, INC					<u>\$115,605.00</u>	
54980	07/05/2023	BRICK MARKERS USA				
58703			404-5200-45450	IMPROVEMENTS R	\$630.74	IMPROVEMENTS RAILROAD PARK
58696			404-5200-45450	IMPROVEMENTS R	\$2,555.13	IMPROVEMENTS RAILROAD PARK
Total for BRICK MARKERS USA					<u>\$3,185.87</u>	

City of Wyoming Check Detail Register

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June 30, 2023 08:48 AM
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DR: Wyoming

07-05-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54981	07/05/2023	BS& A SOFTWARE			
147659			101-2400-42080 TRAINING AND IN	\$2,000.00	TRAINING AND INSTRUCTION
Total for BS& A SOFTWARE				\$2,000.00	
54982	07/05/2023	CAMPBELL KNUTSON			
05312023			101-1400-43040 ATTORNEY FEES	\$93.00	ATTORNEY FEES
Total for CAMPBELL KNUTSON				\$93.00	
54983	07/05/2023	CHISAGO LAKES JOINT SEWAGE TRE			
13318			602-9425-43890 SEWER PLANT FEE	\$52,403.27	TREATMENT CHARGES
Total for CHISAGO LAKES JOINT SEWA				\$52,403.27	
54984	07/05/2023	CINTAS			
4158724034			101-3100-44180 UNIFORMS	\$65.28	STREETS
			101-3100-42100 OPERATING SUPPL	\$33.55	SHOP SUPPLIES
4159466639			101-2110-43600 CLEANING SERVIC	\$28.51	CLEANING SERVICE-PUBLIC SAFETY
4159438452			101-1400-43600 CLEANING SERVIC	\$31.05	CLEANING SERVICE-CITY HALL
4159438460			101-3100-44180 UNIFORMS	\$65.28	STREETS
			101-3100-42100 OPERATING SUPPL	\$48.00	SHOP SUPPLIES
Total for CINTAS				\$271.67	
54985	07/05/2023	CUSTOM TRUCK ONE SOURCE			
2023007090492			101-5200-44040 REPAIRS & MAINT.	\$397.14	REPAIRS & MAINT. - EQUIPMENT
Total for CUSTOM TRUCK ONE SOURCE				\$397.14	
54986	07/05/2023	DAN'S TOWING			
91500			202-2110-42310 CONTRACTED SER	\$161.06	TOWING
91533			202-2110-42310 CONTRACTED SER	\$161.06	TOWING
89146			202-2110-42310 CONTRACTED SER	\$161.06	TOWING
Total for DAN'S TOWING				\$483.18	
54987	07/05/2023	FAIRVIEW HEALTH SERVICES			
15006708831			101-3100-43060 PERSONNEL TESTI	\$35.00	PERSONNEL TESTING
Total for FAIRVIEW HEALTH SERVICES				\$35.00	
54988	07/05/2023	FERGUSON WATERWORKS			
0513050-1			601-9425-44010 REPAIRS & MAINT.	\$140.28	REPAIRS & MAINT. - BUILDINGS
Total for FERGUSON WATERWORKS				\$140.28	

City of Wyoming Check Detail Register

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DR: Wyoming

07-05-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment	
54989	07/05/2023	H & L MESABI				
12139			101-3100-44040	REPAIRS & MAINT.	\$616.40	REPAIRS & MAINT. - EQUIPMENT
Total for H & L MESABI					<u>\$616.40</u>	
54990	07/05/2023	HALLBERG STORAGE LLC				
06142023			101-2200-42100	OPERATING SUPPL	\$52.50	OPERATING SUPPLIES
Total for HALLBERG STORAGE LLC					<u>\$52.50</u>	
54991	07/05/2023	HUGO'S TREE CARE, INC.				
15112			101-5200-42310	CONTRACTED SER	\$3,500.00	CONTRACTED SERVICES
Total for HUGO'S TREE CARE, INC.					<u>\$3,500.00</u>	
54992	07/05/2023	INNOVATIVE OFFICE SOLUTIONS				
IN4231493			101-2110-42000	SUPPLIES - OFFICE	\$168.40	SUPPLIES - OFFICE/COPY/COMPUTR
			101-1400-42000	SUPPLIES - OFFICE	\$123.67	SUPPLIES - OFFICE/COPY/COMPUTR
IN4231892			101-1400-42000	SUPPLIES - OFFICE	\$10.34	SUPPLIES - OFFICE/COPY/COMPUTR
IN4236982			101-2110-42000	SUPPLIES - OFFICE	\$26.25	SUPPLIES - OFFICE/COPY/COMPUTR
IN4241187			101-2110-42000	SUPPLIES - OFFICE	\$30.72	SUPPLIES - OFFICE/COPY/COMPUTR
IN4241270			101-1400-42000	SUPPLIES - OFFICE	\$19.49	SUPPLIES - OFFICE/COPY/COMPUTR
Total for INNOVATIVE OFFICE SOLUTI					<u>\$378.87</u>	
54993	07/05/2023	KODIAK POWER SYSTEMS				
KPS1295			101-1400-42310	CONTRACTED SER	\$575.00	CONTRACTED SERVICES
KPS1294			101-2110-42310	CONTRACTED SER	\$475.00	CONTRACTED SERVICES
KPS1293			601-9425-42310	CONTRACTED SER	\$1,250.00	CONTRACTED SERVICES
			602-9425-42310	CONTRACTED SER	\$3,250.00	CONTRACTED SERVICES
Total for KODIAK POWER SYSTEMS					<u>\$5,550.00</u>	
54994	07/05/2023	LEAGUE OF MN CITIES INS TRUST				
8312			601-9425-44490	WATERMAIN BREA	\$1,000.00	CLAIM LMC GL 000000114684 UNION HOUSE
Total for LEAGUE OF MN CITIES INS TI					<u>\$1,000.00</u>	
54995	07/05/2023	MACQUEEN EMERGENCY				
P16191			651-9425-44040	REPAIRS & MAINT.	\$120.00	REPAIRS & MAINT. - EQUIPMENT
Total for MACQUEEN EMERGENCY					<u>\$120.00</u>	

City of Wyoming Check Detail Register

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June 30, 2023 08:48 AM
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DR: Wyoming

07-05-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
54996	07/05/2023	MENARDS- FOREST LAKE			
10998			602-9425-42400	SMALL TOOLS/MIN \$63.75	SMALL TOOLS/MINOR EQUIPMENT
11668			101-2200-42100	OPERATING SUPPL \$33.66	OPERATING SUPPLIES
9919			101-3100-42100	OPERATING SUPPL \$10.97	OPERATING SUPPLIES
Total for MENARDS- FOREST LAKE				\$108.38	
54997	07/05/2023	METRO SALES			
INV2308525			101-2400-44330	DUES & SUBSCRIP \$224.74	DUES & SUBSCRIPTIONS
Total for METRO SALES				\$224.74	
54998	07/05/2023	MUNICIPAL EMERGENCY SERVICES			
IN1896955			101-2200-44040	REPAIRS & MAINT. \$44.50	REPAIRS & MAINT. - EQUIPMENT
Total for MUNICIPAL EMERGENCY SER				\$44.50	
54999	07/05/2023	NAPA AUTO PARTS			
158239			651-9425-42100	OPERATING SUPPL \$50.28	OPERATING SUPPLIES
158519			101-3100-44040	REPAIRS & MAINT. \$33.24	REPAIRS & MAINT. - EQUIPMENT
			602-9425-42100	OPERATING SUPPL \$39.98	OPERATING SUPPLIES
159965			101-5200-44040	REPAIRS & MAINT. \$115.00	REPAIRS & MAINT. - EQUIPMENT
Total for NAPA AUTO PARTS				\$238.50	
55000	07/05/2023	NEIL BAUER			
20230623			101-2110-42100	OPERATING SUPPL \$48.73	OPERATING SUPPLIES
Total for NEIL BAUER				\$48.73	
55001	07/05/2023	NEIL PAULSON			
06/26/2023			602-0000-11500	ACCOUNTS RECEIV \$33.42	Sewer Usage
			601-0000-11500	ACCOUNTS RECEIV \$20.21	Water - Meter Charge
			601-0000-11500	ACCOUNTS RECEIV \$8.60	Water Usage
			651-0000-11500	ACCOUNTS RECEIV \$4.54	Surface Water Mgmt
			601-0000-11500	ACCOUNTS RECEIV \$1.18	State Surcharge
Total for NEIL PAULSON				\$67.95	
55002	07/05/2023	NORTHERN SALT INC			
29406			101-3100-44410	STREET MAINT MA \$2,700.00	STREET MAINT MATERIALS
29481			101-3100-44410	STREET MAINT MA \$1,540.44	STREET MAINT MATERIALS
Total for NORTHERN SALT INC				\$4,240.44	

City of Wyoming Check Detail Register

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User: ssaxe
DR: Wyoming

07-05-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55003	07/05/2023	NORTHERN TOOL & EQUIPMENT			
0362229701			602-9425-42400	SMALL TOOLS/MIN \$295.97	SMALL TOOLS/MINOR EQUIPMENT
0361127870			101-3100-44040	REPAIRS & MAINT. \$399.93	REPAIRS & MAINT. - EQUIPMENT
Total for NORTHERN TOOL & EQUIPME				\$695.90	
55004	07/05/2023	PMI Homes Inc.			
BSF21-0020			800-0000-20401	SILT FENCE \$810.00	BSF21-0020
Total for PMI Homes Inc.				\$810.00	
55005	07/05/2023	PREFER PAVING INC			
4916			401-3100-45000	CAPITAL OUTLAY \$30,000.00	CAPITAL OUTLAY
Total for PREFER PAVING INC				\$30,000.00	
55006	07/05/2023	RAPIT PRINTING INC			
401353			101-2110-42100	OPERATING SUPPL \$89.04	OPERATING SUPPLIES
Total for RAPIT PRINTING INC				\$89.04	
55007	07/05/2023	Renewal By Andersen			
00015412			101-0000-32210	BUILDING PERMIT \$64.00	Window & Door Replacement
Total for Renewal By Andersen				\$64.00	
55008	07/05/2023	RICHARD GORMAN			
06/26/2023			602-0000-11500	ACCOUNTS RECEIV \$34.96	Sewer Usage
			601-0000-11500	ACCOUNTS RECEIV \$13.94	Water - Meter Charge
			601-0000-11500	ACCOUNTS RECEIV \$12.01	Water Usage
			651-0000-11500	ACCOUNTS RECEIV \$3.13	Surface Water Mgmt
			601-0000-11500	ACCOUNTS RECEIV \$0.81	State Surcharge
Total for RICHARD GORMAN				\$64.85	
55009	07/05/2023	SAFE-FAST INC			
INV277080			101-3100-42300	SAFETY EQUIPME \$147.40	SAFETY EQUIPMENT
Total for SAFE-FAST INC				\$147.40	
55010	07/05/2023	STREICHER'S			
I1640601			101-2110-44370	COLLABORATIVE P \$315.00	COLLABORATIVE PARTNERSHIPS
Total for STREICHER'S				\$315.00	
55011	07/05/2023	SYMBOLARTS			
0465411			101-2110-42350	RESERVES \$421.44	RESERVES
Total for SYMBOLARTS				\$421.44	

City of Wyoming Check Detail Register

07-05-2023

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55012	07/05/2023	TIMESAVER OFF SITE SECRETARIAL			
M28327					
	101-1400-42310	CONTRACTED SER		\$159.00	PARK BOARD MEETING
	101-1400-42310	CONTRACTED SER		\$163.75	CITY COUNCIL MEETING
	Total for TIMESAVER OFF SITE SECRE1			\$322.75	
55013	07/05/2023	VERIZON			
9937388843					
	602-9425-43210	TELEPHONE		\$80.04	TELEPHONE
	Total for VERIZON			\$80.04	
55014	07/05/2023	WECK, FREDERICK			
06212023					
	101-2400-43310	TRAVEL EXPENSES		\$359.73	TRAVEL EXPENSES
	Total for WECK, FREDERICK			\$359.73	
55015	07/05/2023	WEX BANK			
89865489					
	101-2400-42120	MOTOR FUELS		\$130.44	MOTOR FUELS
	101-2200-42120	MOTOR FUELS		\$575.38	MOTOR FUELS
	101-2110-42120	MOTOR FUELS		\$2,730.43	MOTOR FUELS
	101-3100-42120	MOTOR FUELS		\$1,252.07	MOTOR FUELS
	101-5200-42120	MOTOR FUELS		\$20.98	MOTOR FUELS
	601-9425-42120	MOTOR FUELS		\$636.52	MOTOR FUELS
	602-9425-42120	MOTOR FUELS		\$636.52	MOTOR FUELS
	Total for WEX BANK			\$5,982.34	
55016	07/05/2023	WILLIAMS SCOTSMAN, INC.			
9018004977					
	101-3100-44100	RENTALS (EQUIPM		\$554.30	RENTALS (EQUIPMENT)
	Total for WILLIAMS SCOTSMAN, INC.			\$554.30	

City of Wyoming Check Detail Register

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June 30, 2023 08:48 AM
User: ssaxe
DR: Wyoming

07-05-2023

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #	Account	Amount	Comment
55017	07/05/2023	XCEL ENERGY		
832795844	602-9425-43800	UTILITIES-GAS/ELI	\$1,111.34	LIFT STATIONS
	601-9425-43800	UTILITIES-GAS/ELI	\$35.99	WELLHOUSE
832810577	101-3100-43860	STREET LIGHTS	\$1,135.74	STOP LIGHTS
	602-9425-43800	UTILITIES-GAS/ELI	\$3,882.74	LIFT STATIONS
	101-3100-43800	UTILITIES-GAS/ELI	\$312.18	SPEED SIGN
	101-2110-43800	UTILITIES-GAS/ELI	\$464.17	POLICE/PUBLIC WORKS
	101-1400-43800	UTILITIES-GAS/ELI	\$99.46	CITY HALL
	101-5500-43800	UTILITIES-GAS/ELI	\$1,565.60	LIBRARY
	101-5200-43800	UTILITIES-GAS/ELI	\$191.46	UTILITIES-GAS/ELEC/SEWER/WATER
832249807	101-3100-43800	UTILITIES-GAS/ELI	\$14.34	SPEED SIGN
832421634	601-9425-43800	UTILITIES-GAS/ELI	\$152.77	WELLHOUSE
832273715	101-3100-43800	UTILITIES-GAS/ELI	\$18.83	PARKS
832257885	101-3100-43860	STREET LIGHTS	\$62.61	STOP LIGHTS
832269522	101-3100-43860	STREET LIGHTS	\$12.47	STOP LIGHTS
832267499	101-3100-43800	UTILITIES-GAS/ELI	\$17.59	PARKS
832251808	101-3100-43800	UTILITIES-GAS/ELI	\$18.63	SPEED SIGN
832458895	101-3100-43800	UTILITIES-GAS/ELI	\$19.58	SPEED SIGN
832447829	101-3100-43800	UTILITIES-GAS/ELI	\$18.24	SPEED SIGN
Total for XCEL ENERGY			\$9,133.74	

City of Wyoming Check Detail Register

07-05-2023

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

General Checking Account 10100
Total Amount Being Paid: \$281,442.60
Total Number of Checks: 45

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad



APPLICATION FOR PEDDLERS, SOLICITORS AND TRANSIENT MERCHANTS

Date: 6-22

Company Name (If applicable)	Valon Pest Solutions
Applicant Name (First, Middle, Last)	MARK Roweten
Date of Birth	[REDACTED]
Driver's License #	[REDACTED]
Personal Address	[REDACTED]
Address of Company (If applicable)	6520 Edenvale Blvd unit 119 eden Prairie MN 55346
Phone Number	763 777 7010 / 801 995 8432 Personal
SSN	[REDACTED]
MN Tax ID Number	[REDACTED]
Email Address	[REDACTED]

LIST BELOW THE NAMES AND ADDRESSES OF ALL PERSONS THAT WILL BE SOLICITING:
(Use additional paper if needed)

Name (First, Middle, Last)	Address	Date of Birth	Driver's License #	SSN

Date(s) of Solicitation:	From: June	To: Sept
Hours of Solicitation:	From: 10 AM	To: 7 PM

CITY OF WYOMING

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

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

DESCRIPTION OF MERCHANDISE TO BE SOLD: Pest Control

LIST OF VEHICLES USED- INCLUDING MAKE, MODEL, YEAR, LICENSE NUMBER

MAKE	MODEL	YEAR	LICENSE NUMBER
Nissan	NV 200	2017	JFV 451

License Application Fee:	\$150.00
Each Additional Solicitor:	\$50.00

DATA PRACTICES ADVISORY: The data supplied in this application will be used to assess the qualifications for a license. This data is not legally required but the City will not be able to grant the license without it. If a license is granted, the data will constitute a public record. The data is needed to distinguish this application from others, to identify this application in City license files, to verify the identity of the applicant(s), to contact the applicant(s) if additional information is required and to determine if the applicant(s) meets all ordinance requirements.

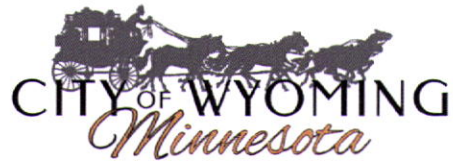
Possession of this valid permit means that Wyoming City officials have verified the identity of the Solicitor(s) and investigated their criminal background.

The permit is valid only if it contains the original signatures of the Wyoming Director of Public Safety and City Administrator/Clerk, and the raised-letter City Seal. Wyoming residents are encouraged to report non-complying solicitors and/or those employing offensive solicitation tactics.

Public Safety Director _____

City Administrator/Clerk _____

(Seal)



June 27, 2023

City of Wyoming
26885 Forest Blvd
Wyoming, MN 55092

RE: Background Check for City of Wyoming Solicitors Permit
Applicant: **Mark Jason Roweton**
Valor Pest Solutions

Chief Neil Bauer,

Pursuant to the City of Wyoming's request for a background check regarding the above-named applicant, please be advised that I have conducted a thorough search of in-house records held by the Wyoming Police Department, which revealed **NO RECORD**.

A Minnesota criminal history search using the Criminal History System through the Minnesota Bureau of Criminal Apprehension was also conducted for the applicant which revealed **NO RECORD**.

Respectfully submitted,

Lauren E. Studer

Police Administrative Assistant



PUBLIC SAFETY

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



APPLICATION FOR PEDDLERS, SOLICITORS AND TRANSIENT MERCHANTS

Date: 06/21/2023

Company Name (If applicable)	MATHIAS TAMMEKIVI EDUCATIONAL CONSULTING
Applicant Name (First, Middle, Last)	MATHIAS TAMMEKIVI
Date of Birth	[REDACTED]
Driver's License #	
Personal Address	[REDACTED]
Address of Company (If applicable)	
Phone Number	(763) 344-6565
SSN	
MN Tax ID Number	[REDACTED]
Email Address	[REDACTED]

LIST BELOW THE NAMES AND ADDRESSES OF ALL PERSONS THAT WILL BE SOLICITING:
(Use additional paper if needed)

Name (First, Middle, Last)	Address	Date of Birth	Driver's License #	SSN
MATHIAS TAMMEKIVI	2233 BOSSARD DR, ROSEVILLE	[REDACTED]		

Date(s) of Solicitation:	From: 06/21/2023	To: 12/31/2023
Hours of Solicitation:	From: 10 AM	To: 7 PM

DESCRIPTION OF MERCHANDISE TO BE SOLD:

EDUCATIONAL BOOKS & APPS FOR PRE-SCHOOLERS TO HIGH SCHOOLERS

LIST OF VEHICLES USED- INCLUDING MAKE, MODEL, YEAR, LICENSE NUMBER

MAKE	MODEL	YEAR	LICENSE NUMBER

License Application Fee:	\$150.00
Each Additional Solicitor:	\$50.00

DATA PRACTICES ADVISORY: The data supplied in this application will be used to assess the qualifications for a license. This data is not legally required but the City will not be able to grant the license without it. If a license is granted, the data will constitute a public record. The data is needed to distinguish this application from others, to identify this application in City license files, to verify the identity of the applicant(s), to contact the applicant(s) if additional information is required and to determine if the applicant(s) meets all ordinance requirements.

Possession of this valid permit means that Wyoming City officials have verified the identity of the Solicitor(s) and investigated their criminal background.

The permit is valid only if it contains the original signatures of the Wyoming Director of Public Safety and City Administrator/Clerk, and the raised-letter City Seal. Wyoming residents are encouraged to report non-complying solicitors and/or those employing offensive solicitation tactics.

Public Safety Director _____

City Administrator/Clerk _____

(Seal)



June 27, 2023

City of Wyoming
26885 Forest Blvd
Wyoming, MN 55092

RE: Background Check for City of Wyoming Solicitors Permit
Applicant: **Matthias Tammekivi**
Matthias Tammekivi Educational Consulting

Chief Neil Bauer,

Pursuant to the City of Wyoming's request for a background check regarding the above-named applicant, please be advised that I have conducted a thorough search of in-house records held by the Wyoming Police Department, which revealed **NO RECORD**.

A Minnesota criminal history search using the Criminal History System through the Minnesota Bureau of Criminal Apprehension was also conducted for the applicant which revealed **NO RECORD**.

Respectfully submitted,

Lauren E. Studer

Police Administrative Assistant



PUBLIC SAFETY

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



Request for Council Action

Date: 7/5/2023

Presented to: Mayor Iverson and City Council Members

Presented by: Joe Keding, Acting Public Works Superintendent

Department: Public Works

Reference: 2023 Western Star Truck Chassis

Method: Consent Agenda

Background Information:

At the April 28, 2022 meeting, council approved the acquisition of a new dump truck chassis for \$115,585. Staff has been notified that the chassis is completed and being prepared to be sent over for completion of the body outfitting. Boyer Truck is in process of completing the pre-delivery inspection and will be send the chassis over to TowMaster for completion. The outfitting of the truck will take the remainder of July and it is anticipated that the final product will be ready in August.

At the time of the April 28, 2022 resolution the price was stated at \$115,585. This number did not include a \$20 Transit Tax. The addition of Transit Tax brings the total to \$115,605

Recommendation:

Staff recommends approval of Resolution 23-07-63 a resolution authorizing payment for the 2024 Western Star Chassis from Boyer Ford Trucks in the amount of \$115,605.00.



CITY OF WYOMING

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

RESOLUTION NO. 23-07-63

A RESOLUTION APPROVING PAYMENT TO BOYER TRUCKS FOR A 2024 WESTERN STAR 47X DUMP TRUCK IN THE AMOUNT OF \$115,605.00

WHEREAS, Public Works has 5 dump/snow plows in our fleet and these trucks are used year-round for hauling different materials and snow removal; and

WHEREAS, The oldest truck in the fleet is a 1998 Ford Dump Truck with 3676 hours which is equivalent to 183,800 miles on the engine. The truck has rust and does not have modern equipment such as brine tanks, belly blade, and a salt spreader. The average lifespan before trade-in is 15 years and this truck is now 24 years old; and

WHEREAS, The state bid prices, for the chassis, has been approved for the 2024 Western Stars from Boyer Ford Trucks in April, 2022. The state bid prices for the plows, box, and other accessories, will not be available until the end of May; and

WHEREAS, The Chasis is now available and payment is due on receipt of the vehicle to Boyer Trucks so the truck can complete its final buildout at Tow master

WHEREAS, The delivery of the truck (completed) will be in late 2023 and may extend into early 2024; and

WHEREAS, The State Bid price for the 2024 47X Western Star is \$115,585.00 from Boyer Trucks in Lauderdale, MN. The CIP fund has \$250,000 budgeted for the purchase of a new truck in 2022.

NOW, THEREFORE BE IT RESOLVED, the City of Wyoming authorizes the purchase of the chassis of a 2024 Western Star 47X from Boyer Ford Trucks on a state bid contract in the amount of \$115,605.00

HEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 5th DAY OF JULY.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



June 29, 2023

Presented To: Mayor Iverson and City Council

Presented By: Chief Neil Bauer

Department: Public Safety

Reference: Disposal of Property

Method: Consent Agenda

Background Information:

The public safety department has one (1) vehicle that need to be disposed of through our online public auction process:

Case #	22.002651				
Vehicle Year:	2004	Vehicle Make:	BMW	Model:	325
Vehicle VIN:	WBAEU33414PR09014		Vehicle Plate:	MN-CHB285	
15 Day Notice Sent:	05/01/2023		45 Day Notice Sent:	03/30/2023	
Reason for Impound:	Traffic Stop				
Narrative:	The vehicle listed was impounded for tax evasion and no insurance. The vehicle owner was provided the proper 15- and 45-day notices. The current owner has not contacted our office to make arrangements to pick up the vehicle and it is now considered abandoned. The vehicle will be auctioned through our public auction process, with proceeds directed to the Police Impound fund.				

Recommendation:

It is my recommendation that the City Council authorize the disposal of this property.

Neil D. Bauer, Ed.D.
Public Safety Director



PUBLIC SAFETY

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

RESOLUTION 23-07-64

A RESOLUTION DECLARING CERTAIN VEHICLES AS SURPLUS PROPERTY FOR DISPOSAL AND AUTHORIZING THE POLICE DEPARTMENT TO DISPOSE OF THE VEHICLES THROUGH ONLINE AUCTION

WHEREAS, the City of Wyoming has a policy of impounding vehicles for lawful violations and if unclaimed or forfeited selling said vehicles at auction; and

WHEREAS, the Wyoming Police Department has filed the appropriate documents with Chisago County Courts to clear title on the following vehicles so that they may be sold/disposed of; and

WHEREAS, the following vehicles are now eligible to be declared surplus property of the City of Wyoming for sale or recycling through an online auction or disposed of as scrap:

The following vehicle will be posted on the Minnesota State Surplus on-line auction:

2004 BMW 325

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WYOMING, MINNESOTA authorizes the Police Department to sell/dispose of these items through an Online Auction with the net proceeds to be distributed to the Wyoming Police Department’s Forfeiture Fund.

ALSO, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WYOMING, MINNESOTA, also authorize the Mayor and the City Administrator to sign the necessary documents to transfer the vehicle from the City to the new owners as required.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 5TH DAY OF JULY, 2023.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTESTED:

Robb Linwood, City Administrator/Clerk



June 29, 2023

Mayor Iverson and City Council Members

Re: Public Safety Activity Report – July 5, 2023, City Council Meeting

Police Update

Police Officer Hiring Update

We currently have one application that has been offered a background packet to move forward into the next step of our hiring process. The three backgrounds that have been completed up to this point have not been moved forward to the final steps of our hiring process.

Night to Unite (August 1, 2023)

We are making a few changes to the Night to Unite event this year, opening up additional “vendor” spaces for local businesses and organizations to set up a display. This will give residents more opportunities to interact with organizations in the community.

Also, the Wyoming Lions Club has offered their assistance that evening and they will be helping with food preparation and service. We are so grateful for their help!

We are looking forward to this event again this year! This is a great event and we appreciate the help from Wyoming Public Works and Fire Department to make this event successful.

Fire Update

The Fire Department had a busy couple of days responding to a grass fire, struck gas line, a significant motor vehicle crash, a missing person search, and they assisted with securing the scene on the criminal vehicular homicide for an extended period of time. Great work from these crews.

Upcoming Community Outreach Events

- August 1, 2023 – Night to Unite @ Goodview Park



PUBLIC SAFETY

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

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



June 30, 2023
Honorable Mayor and City Council
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

RE: JULY 5, 2023 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.

Gregory Contracting

A grading permit has been applied for. Site Plans are undergoing final review by WSB and the watershed district.

Hallberg Bingham Site

Work in the south unit is near completion and some minor items are being completed to the exterior. A temporary Certificate of Occupancy has been issued for the north unit.

Hallberg RV Storage Site

Work has recommenced on completing the site plan improvements. A temporary Certificate of Occupancy has been issued for the four buildings. The remaining site work to be completed in the spring includes pavement and final landscape plantings.

Maranatha Radio Tower

The gate for the fence has been installed. This item is closed.

Sincerely,

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



**ECKBERG
LAMMERS**
ATTORNEYS AT LAW

www.eckberglammers.com

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

Writer's Email:
tloonan@eckberglammers.com

June 30, 2023

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

Delivered via Email

Re: *City of Wyoming*
Status Update for the Period of – June 15, 2023 – June 30, 2023

Dear Robb:

Our office is assisting in the review and revision of City contracts. We continue to field general legal questions and review items as requested by City staff while serving in our general counsel role of addressing all general legal concerns raised by City staff relating to any other legal matters relevant to the City.

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

Very Truly Yours,

s/ Thomas R. Loonan

Thomas R. Loonan
City Attorney

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

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



Engineer's Report

.....

June 30, 2023

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

Re: July 5, 2023, City Council Meeting
WSB Project No. 021007-000

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

City Council recently held a public hearing on the project and ordered the improvements and authorized the preparation of plans and specifications. Council recently approved the plans and specifications and authorized the advertisement for bids. The bids are expected to be awarded at an August City Council meeting.

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

The project is progressing, and updates will continue to be added to the City website. The sanitary sewer repairs have been completed and storm sewer construction is complete. Concrete curb and gutter has been completed and the contractor is currently working on concrete driveways and sidewalk. East Viking should be open by the end of July, with restoration of boulevards etc. to be completed in the ideal growing season timeframe.

Bridge replacement is scheduled for October/November.

Roadway work east of Polaris on East Viking is scheduled for the end of July and be completed in early August.

Diamond Ridge Development

Utility construction is complete. Sanitary Sewer and Watermain testing have passed. The dewatering system has been removed and curb and gutter and pavement have been placed. The final layer of asphalt is likely to be placed in 2024.

Katies Glenn

Staff is finalizing review of the recently submitted plans.

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

These projects have been substantially completed with punch list items remaining.

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. Restoration items persist due to the lack of rain.

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

Staff is anticipating final acceptance of the improvements and final payment made to the contractor at the second meeting in July.

Summer Fields Development

No new update:

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

The Developer started work installing pipes in the filtration basin on 12/12/2022. Staff has reduced the cash escrow to \$10,000. Remaining work is primarily related to the removal of silt fence and ensure restoration efforts have taken.

Second Addition (15 lots):

No New Update:

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

Third Addition

No new update.

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

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

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 needs to be completed for the city to consider final acceptance. The developer has indicated these remaining items have now been completed. The only remaining item is the trail construction leading from the road to the park. An on-site meeting will be taking place on May 2nd to address this. Staff will be reducing the letter of credit to an amount of 125% of the cost to construct this trail. Once these have been addressed, staff will be ready to recommend acceptance of the improvements and start the two-year warranty period. As-builts have been provided for the project.

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. The bituminous wearing course will be placed in the fall of 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 now expected in the fall as spring seeding did not take due to the drought.

Hallberg Storage

Final Punch list has been created and project completion is near. Restoration is all that is needed for acceptance, however due to the lack of rain, seeding efforts have failed.

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

Sincerely,

WSB and Associates, Inc.

Mark Erichson, P.E., City Engineer



Public Works Report

Date: July 5, 2023

Mayor Iverson and City Council Members

Public Works Report for July 5, 2023 Council Meeting

Streets:

Public Works has completed some additional asphalt work. The seasonal total is at 727 tons of patching and repair work completed for the season. Staff has also been responding to rough and dusty conditions along the gravel road. Last week, Kettle River Blvd and the area down by the gun club were graded and treated for dust control. The area of 250th and Hazel was graded and will be treated after more rain or supplemental moisture can be added. Staff has found that the blend used for dust control is more effectively taken up by the road if it already has a moderate amount of moisture in it.

Sanitary Sewer:

A private sanitary service was repaired on 261st Ln. The contractor doing the work also damaged the copper water service line going into the residents' home. The curb stop was unable to be operated and staff coordinated with the contractors to set a time and notify residents that the water service to 24 homes would be interrupted for 2 hours so a repair to the copper could be made. Staff will work with Olson's Sewer to replace the inoperable curb box and to also inspect the city maintained copper on the service lateral. The charge for the inspection will be sent to the contractor's insurance company.

Water:

Daily and monthly water tests have been completed. The water meter change out appears to be going smoothly. Staff has responded to three call outs to appointments where the valve inside the home was not working and the water was shut off at the curb. Staff responded to a call of water coming up along a curb box on Finley Ave. It was determined that the defect was on the homeowner side of the water service line. Olson's Sewer and Water completed the repair for the homeowner and replaced the curb box for the city at the same time.

Surface Water:

Staff has been sweeping city streets as time allows.

Parks:

Public Works has been removing trash weekly from the parks. There have been pavilion reservations that staff monitors to ensure that the facilities are in good condition before and after the events. Staff has been watering trees planted in the last couple of years to ensure their survival during this dry season. Applying new mulch to flower beds, park signs and in some common areas has also started. Staff has also contracted with Ideal Electronic Service to replace the VFD for the irrigation at Goodview Park. The current VFD was installed well before 2000. It is currently in need of some repair and replacement parts and they have been difficult to source.



Council Communication

Date: June 27, 2023

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: GreenStep Award

Method: Communications

Background Information:

The city of Wyoming has made made various efforts to be sustainable and environmentally-friendly in the past and the utilizes the Minnesota GreenStep Cities Program to help guide future initiatives and goals by providing clear and comprehensive framework. The Minnesota GreenStep Cities Program is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability and quality-of-life goals.

The GreenStep Cities program is a five-step program for cities and tribal nations to work towards sustainability. There are 29 best practices which each provide required and recommended actions. Recommended actions are placed into the following categories: buildings and lighting, land use, transportation, environmental management, and resilient economic and community development. Each action submitted by a city receives a ranking based on a three-star system.



At the annual League of Minnesota Cities conference last week, the city received our Step 3 award. This is a significant accomplishment as the city continues to be more sustainable through new and existing projects.



CITY OF WYOMING

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



PRESS RELEASE | JUNE 12, 2023

City of Wyoming Recognized for Sustainability Efforts

GreenStep City recognized for work to conserve resources & increase efficiencies

Media Contact:

Alex Saxe, City of Wyoming
Assistant City Administrator & GreenStep Coordinator
asaxe@wyomingmn.org | 651-462-0575

Tuesday, June 12, 2023, Wyoming, MN – The City of Wyoming received an award for being a Step 3 city in the Minnesota GreenStep program. Wyoming is one of 146 participating cities and tribal nations in the 13-year-old challenge, assistance, and recognition program.

“This award shows community members and other cities across Minnesota that the City of Wyoming is taking great steps in the direction of energy and resource conservation and innovation,” shared Alex Saxe, Assistant City Administrator and GreenStep program lead with the City of Wyoming.



Photo of a Minnesota GreenStep Cities award

Wyoming has worked hard to implement best practice actions in order to meet their own sustainability goals with support from the GreenStep program and their peers. Actions taken within the program focus on cost savings, energy use reduction, resource conservation, climate change, and the encouragement of civic innovation. You can learn more about Wyoming’s efforts at <https://greenstep.pca.state.mn.us/city-detail/12570>.

About GreenStep: Minnesota GreenStep is a voluntary challenge, assistance, and recognition program to help cities and tribal nations achieve their sustainability and quality-of-life goals. This free continuous improvement program is based upon 29 best practices that are tailored to Minnesota cities and tribal nations. More at www.MnGreenStep.org



GreenStep
Cities

CERTIFICATE

OF ACHIEVEMENT

PROUDLY PRESENTED TO THE

City of Wyoming

for achieving Step 3
in the Minnesota GreenStep Cities program

June 13, 2023

DATE

SIGNATURE





2023 Step Advances

Step 1 Communities	Step 2 Communities	Step 3 Communities
Paynesville	Fond du Lac Band of Lake Superior Chippewa	Leech Lake Band of Ojibwe
	Mendota Heights	Robbinsdale
	Mora	Wyoming
	New Prague	
	New Ulm	
	Saint James	
Total: 1	Total: 6	Total: 3

Step 4 Communities	Step 5 Communities
Apple Valley	Apple Valley
Bloomington	Bloomington
Burnsville	Burnsville
Coon Rapids	Coon Rapids
Cottage Grove*	Cottage Grove*
Duluth	Duluth
Eagan	Eagan
Eden Prairie	Eden Prairie
Falcon Heights	Falcon Heights
Fridley	Fridley*
Golden Valley	Golden Valley
Hopkins	Hopkins*
Hutchinson	Hutchinson
Inver Grove Heights	Inver Grove Heights
Jordan	Jordan
La Crescent	La Crescent*
Leech Lake Band of Ojibwe*	Leech Lake Band of Ojibwe*
Mahtomedi	Mahtomedi
Maplewood	Maplewood
Marshall	Marshall
Minnnetonka	Minnnetonka
Moorhead	Moorhead
Morris	Morris*
New Brighton	New Brighton
Northfield	Northfield
North St. Paul	North St. Paul
Oakdale	Oakdale
Roseville	Roseville
Saint Anthony Village	Saint Anthony Village
Saint Louis Park	Saint Louis Park
Savage	Savage
Shoreview	Shoreview
Woodbury	Woodbury
Total: 33	Total: 33

Total unique communities advancing a step in 2023:
43 (29% of total GSCs)

Bold: indicates a city or tribal nation that progressed more than one step this year
* indicates a city that has reached Step 4 or 5 for the first time

Request for Council Action

Date: June 30, 2023

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

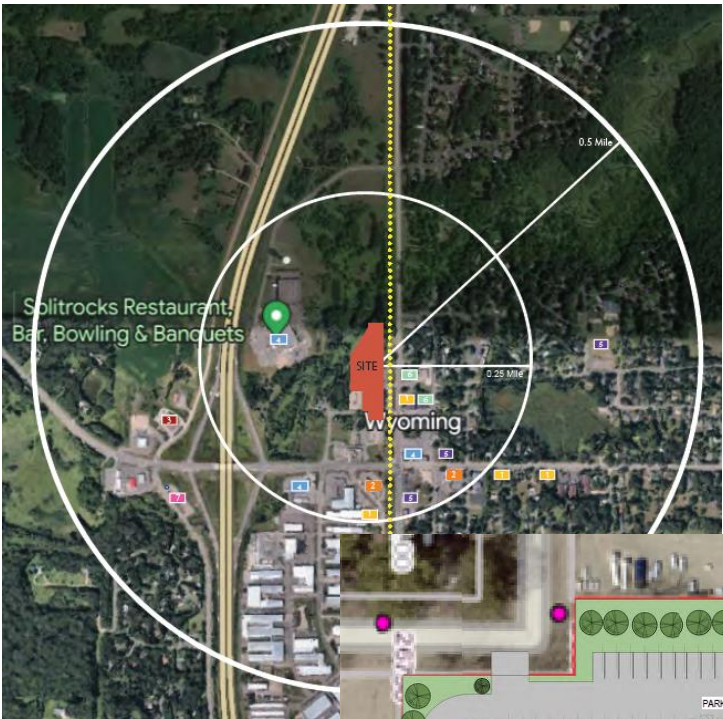
Department: Administration

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

Method: New Business

Background Information:

The City of Wyoming and Chisago County HRA/EDA were approached by Rueter Walton Development Company in the early spring of 2023 regarding the possibility of a Seventy-two Unit Affordable Housing Development on land that is privately owned west of the Sunrise Trail as seen below.



For the project to move forward the developer is pursuing 9% affordable housing tax credits that is a competitive process administered by Minnesota Housing Finance Agency (MHFA). That application to the MHFA is due at the end of June for potential projects. If the project was selected by MHFA to receive the tax credits that announcement would be made in the fourth quarter of 2023.

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

The Resolution 23-07-65 is presented to the city council for review and approval. The resolution indicated support for the Rueter Walton Seventy-two Unit affordable housing project and a letter of support from the City council for an estimated amount of tax increment for the project of \$397,000 of a duration of up to 26 years.

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

The Resolution 23-07-65 has been reviewed and approved by the city's bond counsel attorney to ensure its compliance with TIF Statutes and the appropriateness for the developers MHFA grant application. If the developer were selected for the MHFA Tax credits late this year the City of Wyoming and Wyoming EDA when then review the potential creation of a TIF for the project at the end of 2023 and into 2024.

A second resolution, Resolution 23-07-66 has been attached as part of the project as well. The Chisago County HRA/EDA Trust fund has awarded a \$200,000 loan for the project at 1% interest over 20 years contingent on the City of Wyoming's approval and support of the project. This resolution establishes support from the city for the Chisago County HRA/EDA Trust fund and adopts the following findings of fact related to the project proposed by Reuter Walton and its application for an award from the Housing Trust Fund program and express their approval. The City Council hereby finds and adopts the reasons and facts supporting the following findings of fact for the approval of the Housing Trust Fund program application:

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

Recommendation: To approve Resolution 23-07-65 a resolution expressing support for the proposed use of tax increment financing for an affordable housing project by Rueter Walton Development, LLC and Resolution 23-07-66 a resolution regarding the support of a housing trust fund application in connection with Reuter Walton Development LLC

RESOLUTION 23-07-65

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

HELD: July 5, 2023

Pursuant to due call and notice thereof, a regular or regular meeting of the City Council of the City of Wyoming, Chisago County, Minnesota, was duly called and held on the 5th day of July, 2023, at 7:00 p.m.

The following members of the Council were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

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

WHEREAS:

A. It has been proposed that the City of Wyoming, Minnesota (the “City”) redevelop an area in the City identified by parcel number 21.00013.11. The City has received a proposal from Rueter Walton Development, LLC (the “Developer”) that the parcel number 21.00013.11 be developed for a project containing approximately 72 unit affordable living rental units (the “Affordable Housing Project”) which would revitalize the existing site and would meet the community needs for affordable housing within the area; and

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

C. The Developer has been working on development plans for the use of the site identified by parcel number 21.00013.11, and has asked the City to undertake the development of a tax increment financing plan to assist in financing the rehabilitation and development of the Affordable Housing Project; and

D. It is anticipated that successful redevelopment of parcel 21.00013.11 and the development of the Affordable Housing Project will require assistance in the form of tax increment financing and federal low income housing tax credits in order to achieve financial feasibility; and

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

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

1. The City Council supports the Affordable Housing Project and the use of tax increment financing for the Affordable Housing Project; provided, however, that authorization of tax increment financing for the Affordable Housing Project is solely within the discretion of the City Council following all legally required proceedings pursuant to Minnesota Statutes 469.174 through 469.1794 including (i) a public hearing; (ii) determining that tax increment financing assistance is necessary for the Affordable Housing Project; and (iii) verification of development financing need that substantiates that “but for” the use of tax increment financing the Affordable Housing Project would be unable to proceed.

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

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

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
CHISAGO COUNTY
CITY OF WYOMING

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

WITNESS my hand this 5th day of July, 2023

Robb Linwood City Administrator/Clerk

NEW HOUSING DEVELOPMENT DISCUSSION



REUTERWALTON

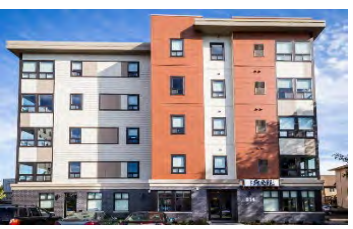
July 5th, 2023



1. 1800 Lake



2. The Elysian



3. The Rail



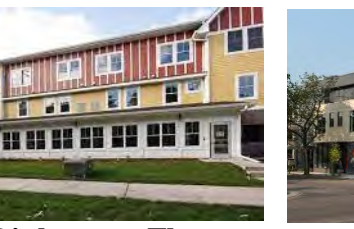
4. Wahu



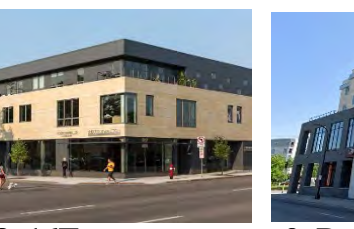
5. 700 Washington



6. The Radius



7. Dinkytown Flats



8. 16Twenty



9. Doubletree Hotel



31. Forte on the Park



32. Morrow



33. Cadence



34. The Reeve Lakeside



35. The Miller



36. Maison Green



37. Kenton House



38. The Col



10. Seventeen10



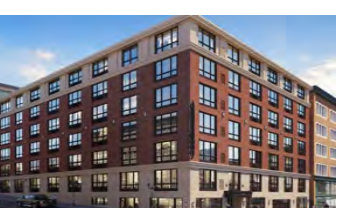
30. Isaac



29. Shale



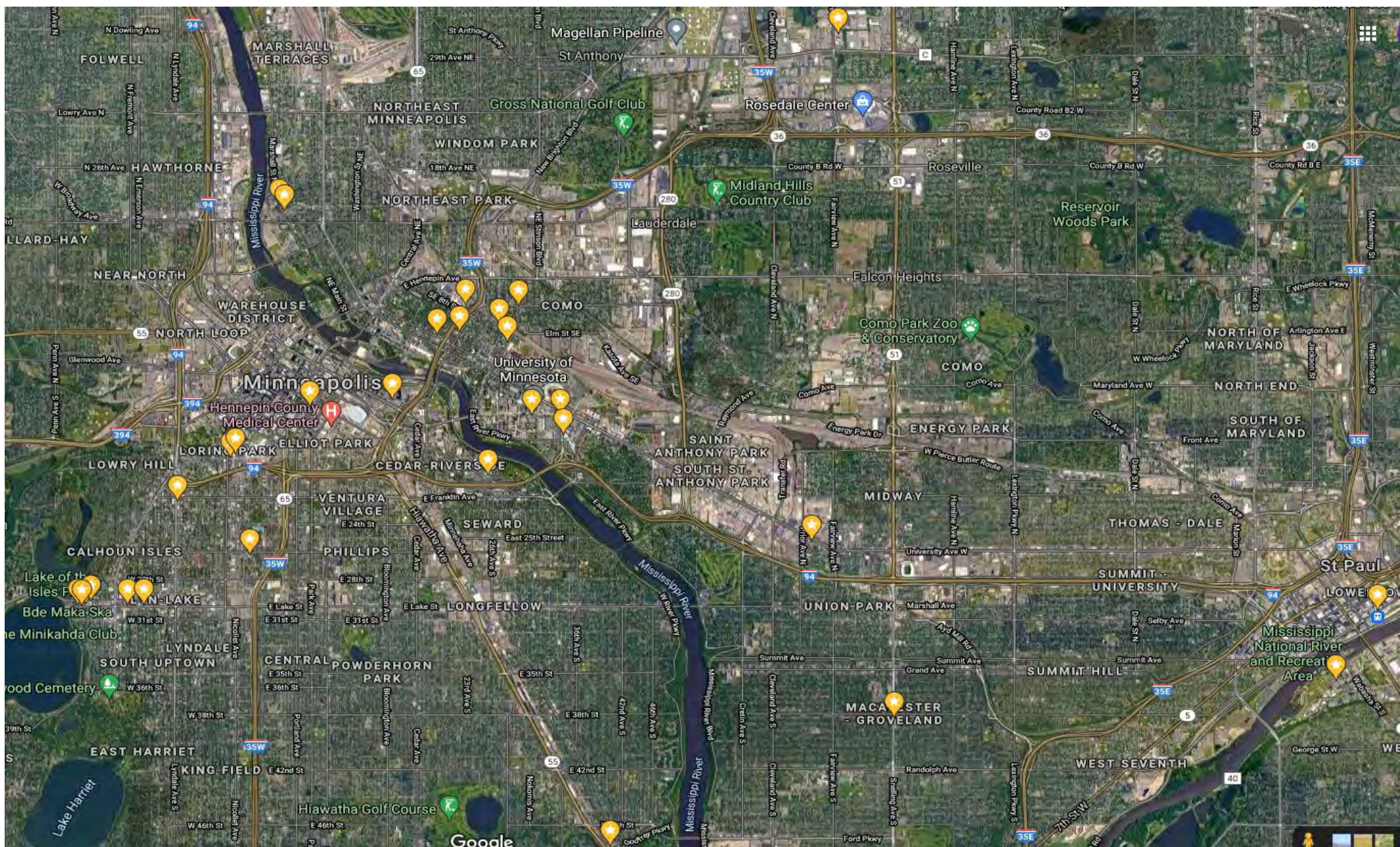
28. Cordelle



27. The Donegan



26. The Asher



39. Litmore



11. Laguna



40. Midwell



12. Revel



13. Chroma



41. Bridgewell



14. Local15



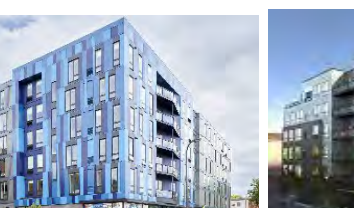
42. Lica



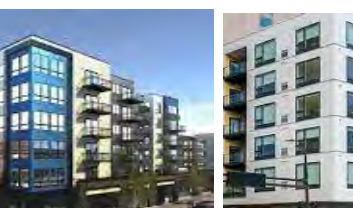
15. Spectrum



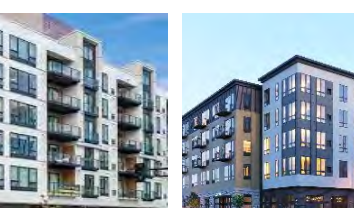
25. Marquee



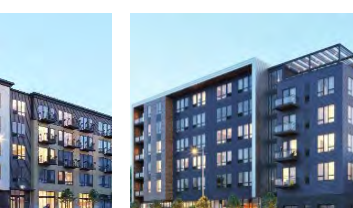
24. Luna



23. The Grove



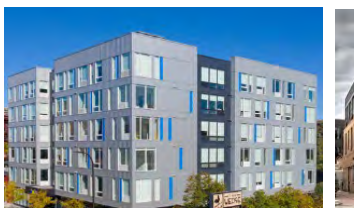
22. Sora



21. N&E



20. Mezzo



19. Harlo



17. Hotel Crosby



16. Red44

REUTER WALTON- WYOMING

06/19/2023



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UNIT MIX - GROSS AREA

Name	Count	Unit Gross Area		Total Area	%
		Main Floor			
1BR					
Unit 1-0	16	681 ft ²		10,900 ft ²	22%
	16			10,900 ft ²	22%
2BR					
Unit 2-0	29	983 ft ²		28,512 ft ²	40%
	29			28,512 ft ²	40%
3BR					
Unit 4-0	6	1,251 ft ²		7,506 ft ²	8%
Unit 4-1	12	1,230 ft ²		14,764 ft ²	17%
	18			22,269 ft ²	25%
4BR					
Unit 5-0	9	1,564 ft ²		14,077 ft ²	13%
	9			14,077 ft ²	13%
Grand total	72			75,758 ft ²	100%

PARKING

Level	Type	Count
Level -1	Garage Parking	91
Level 1	Surface	88
		179

GROSS AREA - TOTAL

Level	Area
Level 3	29,776 ft ²
Level 2	29,776 ft ²
Level 1	29,776 ft ²
Level -1	29,716 ft ²
Grand total	119,045 ft ²

Amenities by Category

- 1. Education & Culture
 - Hallberg Center for the Arts
 - Wyoming United Methodist Church
 - Wyoming Area Library
 - Grace Evangelical Free Church
- 2. Services
 - First State Bank of Wyoming
 - His and Hers Hair Company
- 3. Retail
 - Family Pathways Thrift Store
- 4. Food Access
 - Bruce Foods
 - Split Rocks Restaurant
 - Dairy Queen
 - Cornerstone Pub and Prime
- 5. Health & Wellness
 - Wyoming Dental
 - Swenson Park
 - Wyoming Drug
- 6. Civic & Community Facilities
 - Post Office
 - City of Wyoming City Hall
- 7. Mobility
 - Park and Ride

Splitrocks Restaurant,
Bar, Bowling & Banquets

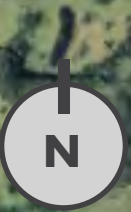
SITE

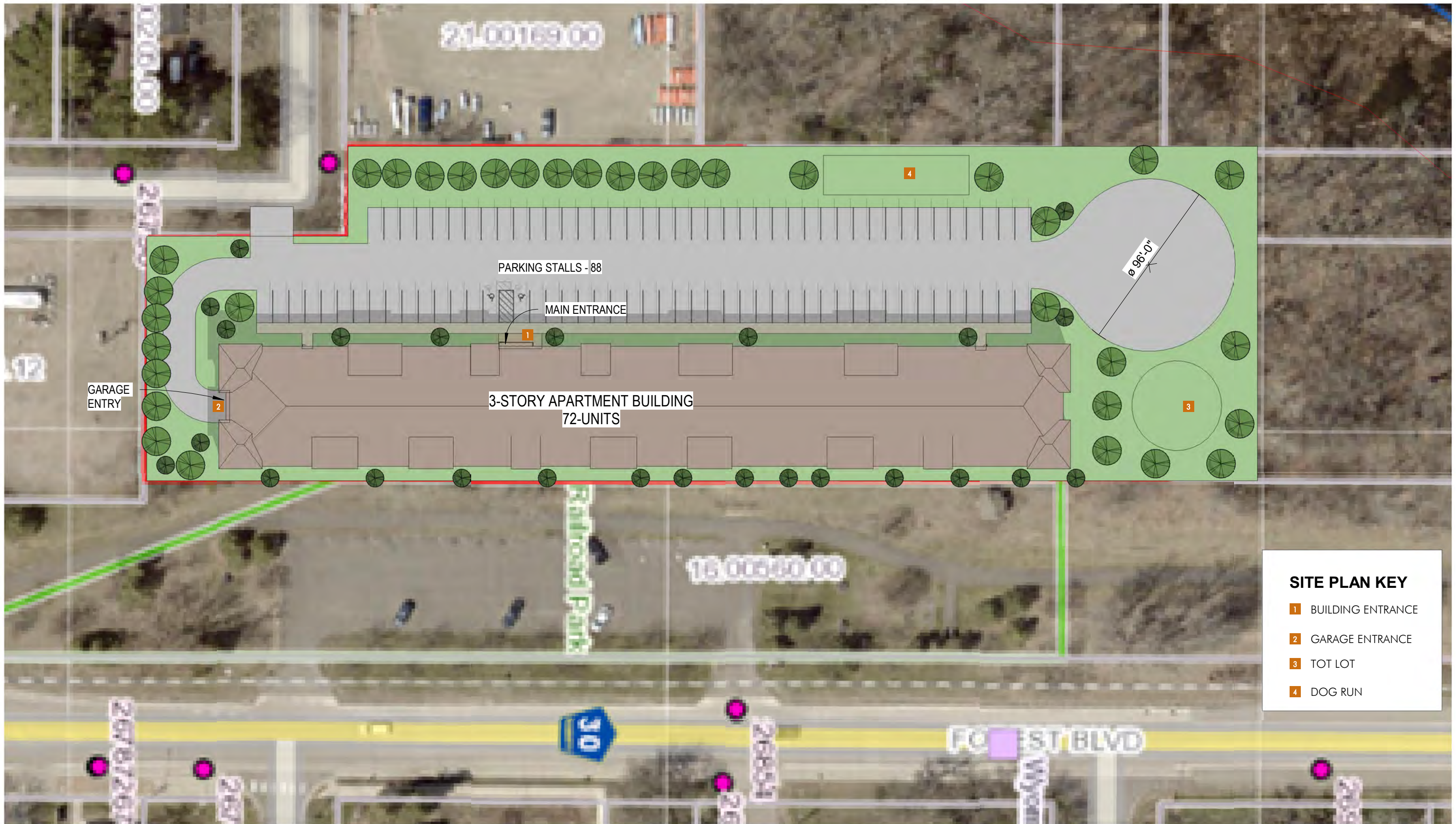
wyoming

0.5 Mile

0.25 Mile

1	Education & Culture
2	Services
3	Retail
4	Food Access
5	Health & Wellness
6	Civic & Community Facilities
7	Mobility
Transportation	
⋯	Bike Routes
○	Bus/Train Stop





SITE PLAN KEY

- BUILDING ENTRANCE
- GARAGE ENTRANCE
- TOT LOT
- DOG RUN

① SD Site Plan
1" = 50'-0"

GROSS AREA - TOTAL

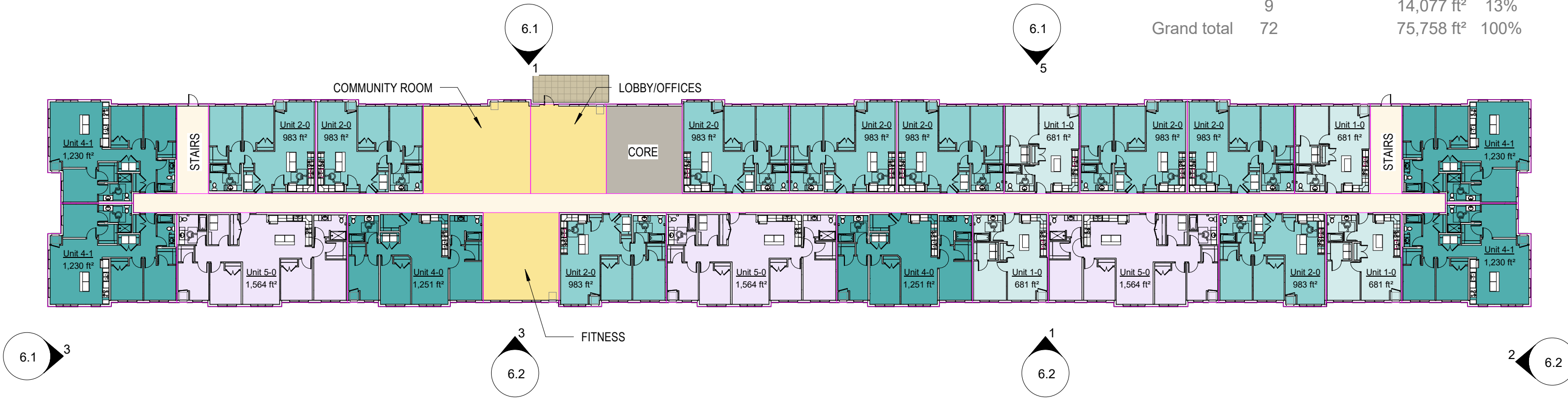
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	9		14,077 ft ²	13%
Grand total	72		75,758 ft ²	100%



① Level 1
1" = 30'-0"









Truss Brg. 129'-4 7/8" 
 Level 3 121'-3 3/4" 
 Level 2 111'-1 7/8" 
 Level 1 100'-0" 






5 Elevation 1 - a1
1" = 20'-0"



Truss Brg. 129'-4 7/8" 
 Level 3 121'-3 3/4" 
 Level 2 111'-1 7/8" 
 Level 1 100'-0" 

1 Elevation 1 - a
1" = 20'-0"



Truss Brg. 129'-4 7/8" 
 Level 3 121'-3 3/4" 
 Level 2 111'-1 7/8" 
 Level 1 100'-0" 
 Level -1 88'-8" 

3 Elevation 3 - a
1" = 20'-0"



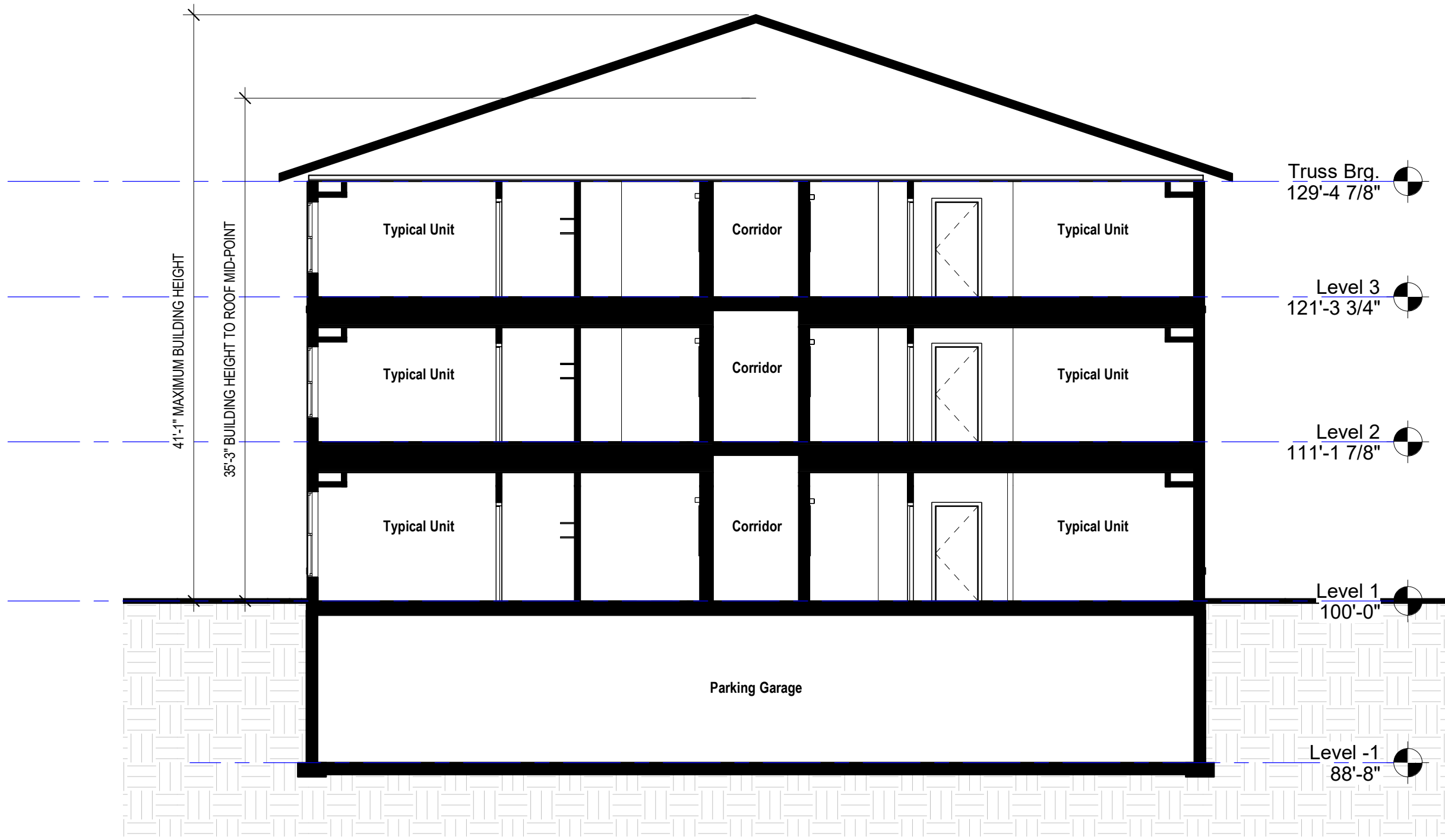
① Elevation 2 - a
1" = 20'-0"



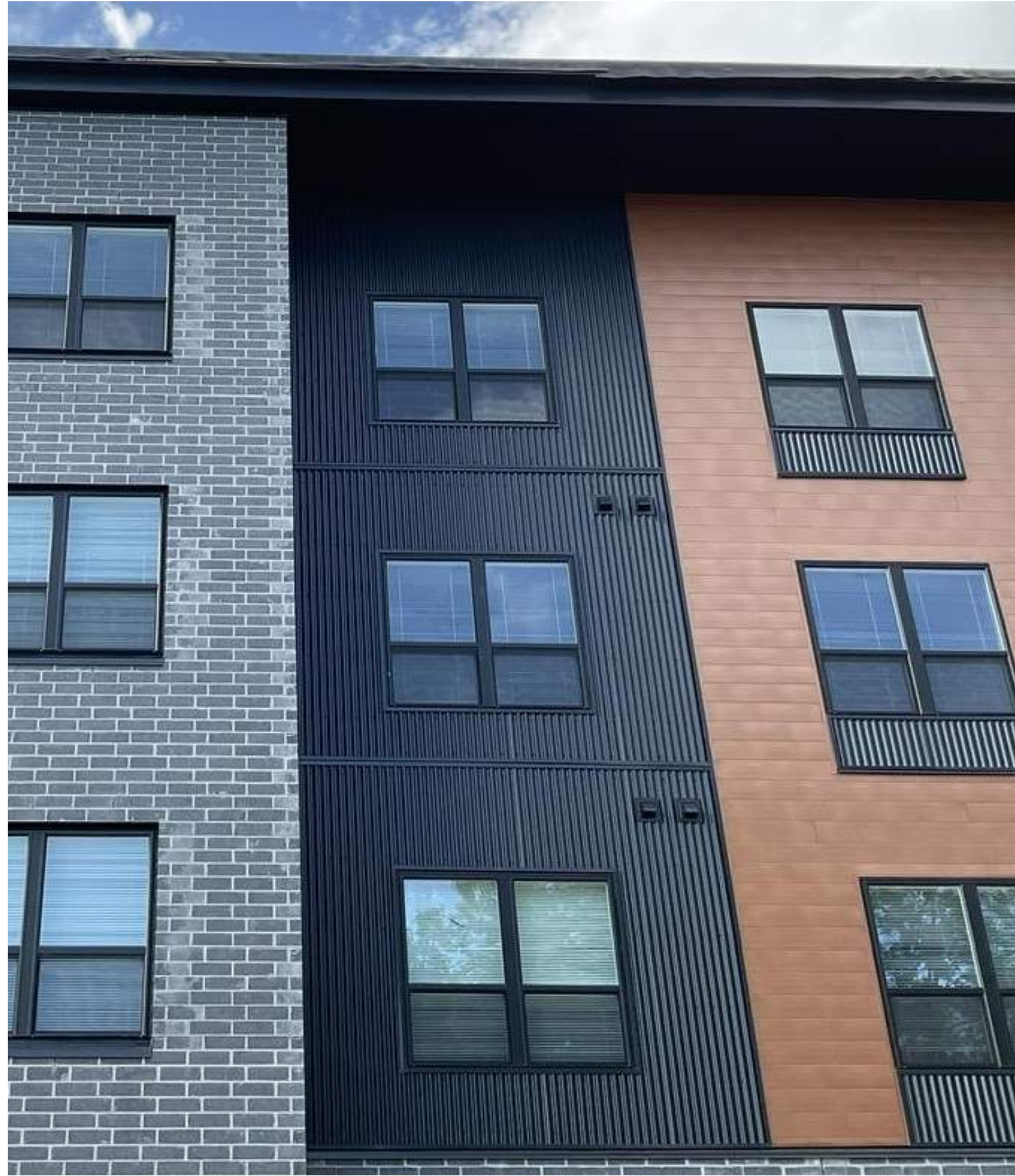
③ Elevation 2 - a1
1" = 20'-0"



② Elevation 4 - a
1" = 20'-0"



1 Section 1
1/8" = 1'-0"





LITTLE CANADA APARTMENTS




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

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

Rotomolded Plastic



Green, Brownstone, Orange

Sheet Plastic



Forest Green, Forest Green/Sand

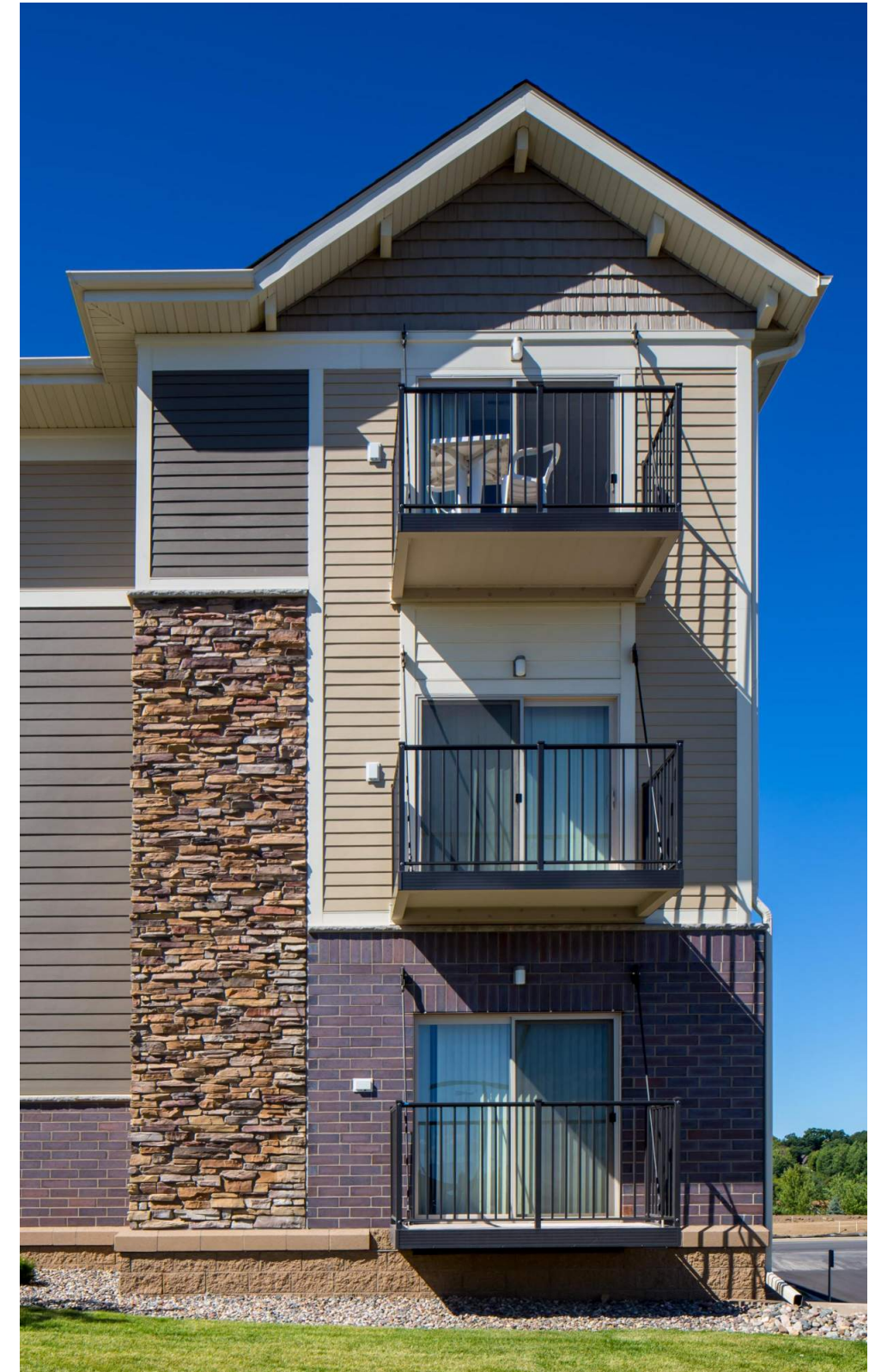
Posts & Components



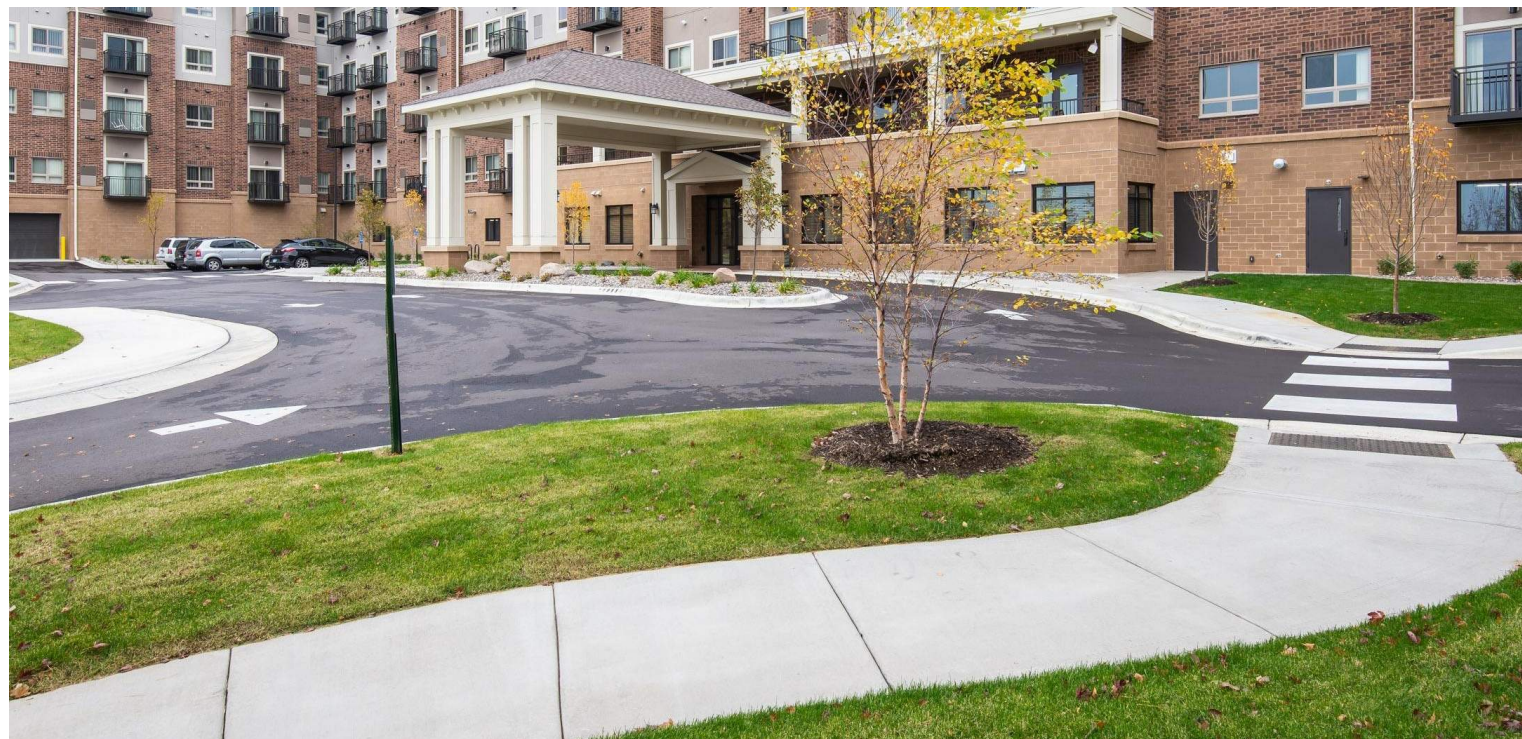
Dark Brown, Orange















Morrow | St. Paul, Minnesota



Morrow | St. Paul, Minnesota





Morrow | St. Paul, Minnesota





42nd Avenue | Columbia Heights, Minnesota





42nd Avenue | Columbia Heights, Minnesota





Greenway Apartments | Minneapolis, Minnesota







Proposed Unit Mix

UNIT / RENT GRID									
Unit Type	# of Bathrooms	# of Units	Unit Sq Ft	Monthly Contract Rent	Total Annual Contract Rent	Tenant Paid Utilities	Monthly Gross Rent	Rent Limit	Income Limit
1BR	1.00	4	485	1,100	52,800	49	1,149	60% MTSP	30% MTSP
1BR	1.00	3	485	936	33,696	49	985	30% MTSP	30% MTSP
1BR	1.00	7	485	1,119	93,996	49	1,168	50% MTSP	50% MTSP
1BR	1.00	2	485	685	16,440	49	734	30% MTSP	30% MTSP
2BR	1.00	2	860	1,347	32,328	63	1,410	60% MTSP	30% MTSP
2BR	1.00	24	860	1,339	385,632	63	1,402	50% MTSP	50% MTSP
2BR	1.00	3	860	922	33,192	63	985	30% MTSP	30% MTSP
3BR	1.00	6	1,000	897	64,584	75	972	30% MTSP	30% MTSP
3BR	1.00	5	1,000	1,545	92,700	75	1,620	50% MTSP	50% MTSP
3BR	1.00	7	1,000	1,850	155,400	75	1,925	60% MTSP	60% MTSP
4BR	1.00	2	1,200	994	23,856	90	1,084	30% MTSP	30% MTSP
4BR	1.00	2	1,200	1,717	41,208	90	1,807	50% MTSP	50% MTSP
4BR	1.00	5	1,200	2,050	123,000	90	2,140	60% MTSP	60% MTSP

Wyoming Apartment - Rent Comps

Unit Type - Bedrooms

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

Chisago County - 2023 Rent and Income Limits

**LIHTC Income Limits for 2023
(Based on 2023 MTSP Income Limits)**

	Charts	60.00%	140.00%
1 Person	▲	52,200	73,080
2 Person	▲	59,840	83,496
3 Person	▲	67,080	93,912
4 Person	▲	74,520	104,328
5 Person	▲	80,520	112,728
6 Person	▲	86,460	121,044
7 Person	▲	92,460	129,444
8 Person	▲	98,400	137,760
9 Person	▲	104,340	146,076
10 Person	▲	110,280	154,392
11 Person	▲	116,280	162,792
12 Person	▲	122,220	171,108

**LIHTC Rent Limits for 2023
(Based on 2023 MTSP/VI Income Limits)**

Bedrooms (People)	Charts	60.00%	FMR
Efficiency (1.0)	▲	1,305	1,007
1 Bedroom (1.5)	▲	1,398	1,149
2 Bedrooms (3.0)	▲	1,677	1,410
3 Bedrooms (4.5)	▲	1,938	1,916
4 Bedrooms (6.0)	▲	2,181	2,209
5 Bedrooms (7.5)	▲	2,385	

Wyoming – Single Family Home Market

1. Currently **14** total single-family homes for-sale in Wyoming Area
 - a. **3** single family homes around \$400,000
 - b. Estimated mortgage payment:
 - c. **\$80,000** Down Payment Needed
 - d. **\$2,234/month** – assuming a 6.00% 30-year interest rate

Mortgage Calculator

Home price

Down payment (i)
 %

Loan term (i)
 ▼

Interest rate (i)
 %

ZIP code

Optional: Taxes, insurance, HOA fees ▼

Payment breakdown Amortization

Monthly payment breakdown



Principal & interest		\$1,918
Property tax	+	\$ 250
Homeowner's insurance	+	\$ 66
PMI	+	\$ 0
HOA fees	+	\$ 0
Total monthly payment	=	\$2,234

Wyoming – 72 Units

I. Detailed Project Schedule

Schedule Milestone	Completion Date
City EDA Workshop	5/8/23
TIF Model to Baker Tilly	5/29/23
Purchase Agreement - Executed	6/15/23
City Council – Resolution, TIF, City Fees	6/20/23
Chisago County – AHTF Commitment	6/27/23
Market Study Due	6/30/23
MHFA application Due	7/14/23
MHFA allocation Announcement	12/15/23
Kick-off Project team on SD, civil	12/20/23
Submit City Entitlement	3/1/24
Approved City Entitlement, TIF	5/1/24
Sign Investor Term sheets	5/1/24
Construction Pricing Update	5/15/24
Submit for permit	6/01/24
Construction Contract - Final	9/01/24
Substantial Final Loan Documents	9/15/24
Chisago County Loan Docs	9/15/24
Permit Ready Letter	9/15/24
Closing	10/1/24
Construction Commencement	10/10/24
Construction Completion	11/01/25
Lease-up/Stabilization	5/31/26

City of Wyoming
City Council
Regular Meeting
July 5, 2023





Presentation Overview

- TIF Overview
- Tax Credit Process
- Definition of Affordable Housing
- Proposed TIF Assistance
- Next Steps

What is TIF?

- A method of capturing tax base growth resulting from new development
- Property still pays its full property tax amount based on new value
- The future increased local property taxes generated by development are captured over time as increment and used to reimburse for eligible improvements over time on a pay-as-you-go basis
- Developer is only eligible to receive revenue as generated by project
- Fixed term for capture, then new development is added to tax base

Types of TIF Districts

Types of Districts	Criteria	Term
Redevelopment	Heavy blight and concentrated development—70%	25 years
Renewal and renovation	Lighter blight and concentration	15 years
Soils condition	Contaminated soils	20 years
Housing	Low and moderate income housing	25 years
Economic development	Manufacturing	8 years



Typical Eligible Costs

- Public Improvements
- Land Acquisition
- Soil Correction
- Site Preparation/Demolition
- Relocation
- Financing Fees/Capitalized Interest
- Administrative Costs (10%)



Public Improvement Costs Allowed

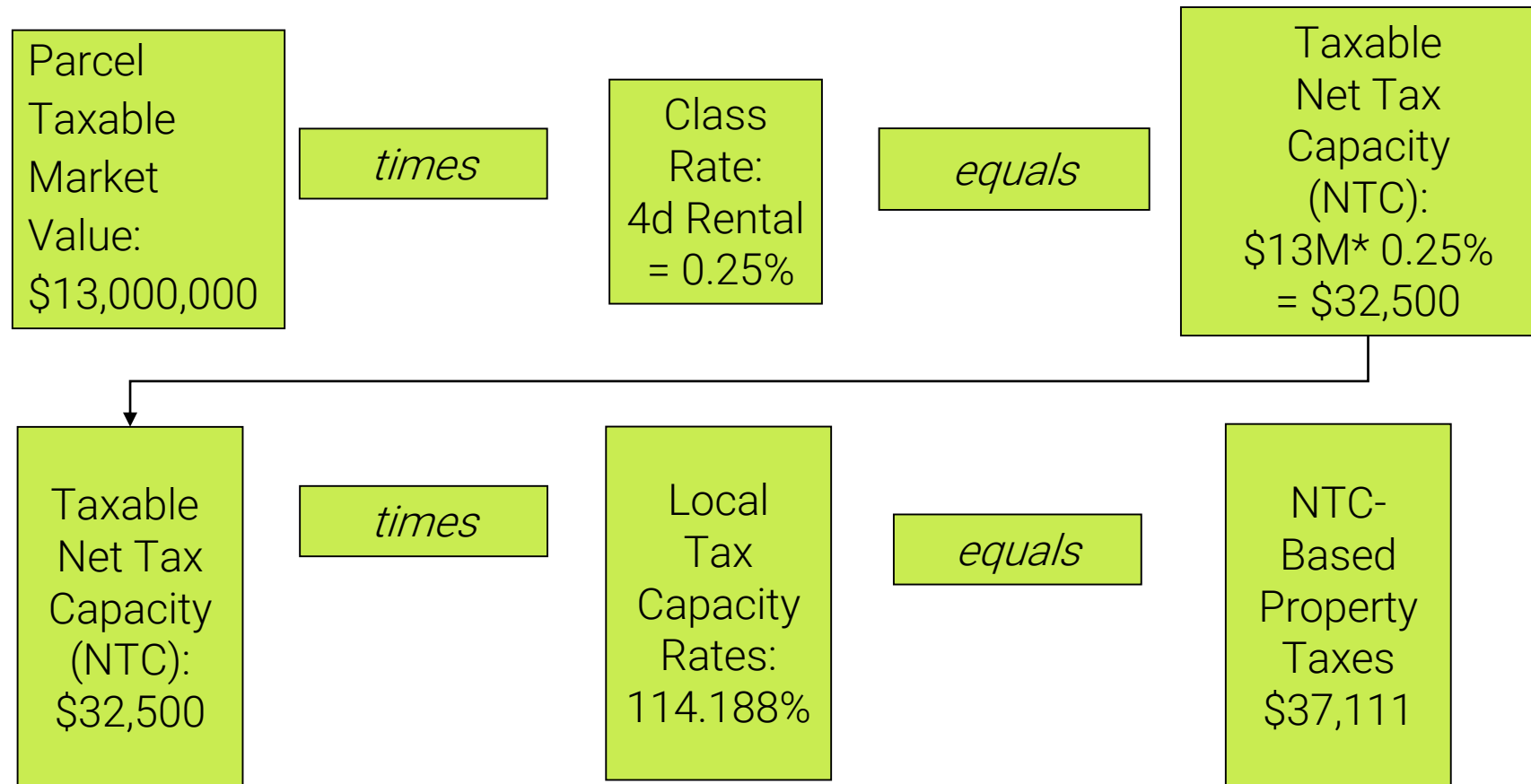
- Streets and Roads
- Utilities
- Bridges and Interchanges
- Parking
- Sidewalks and walkways
- Soft costs related to any of the above



Public Improvement Costs Not Allowed

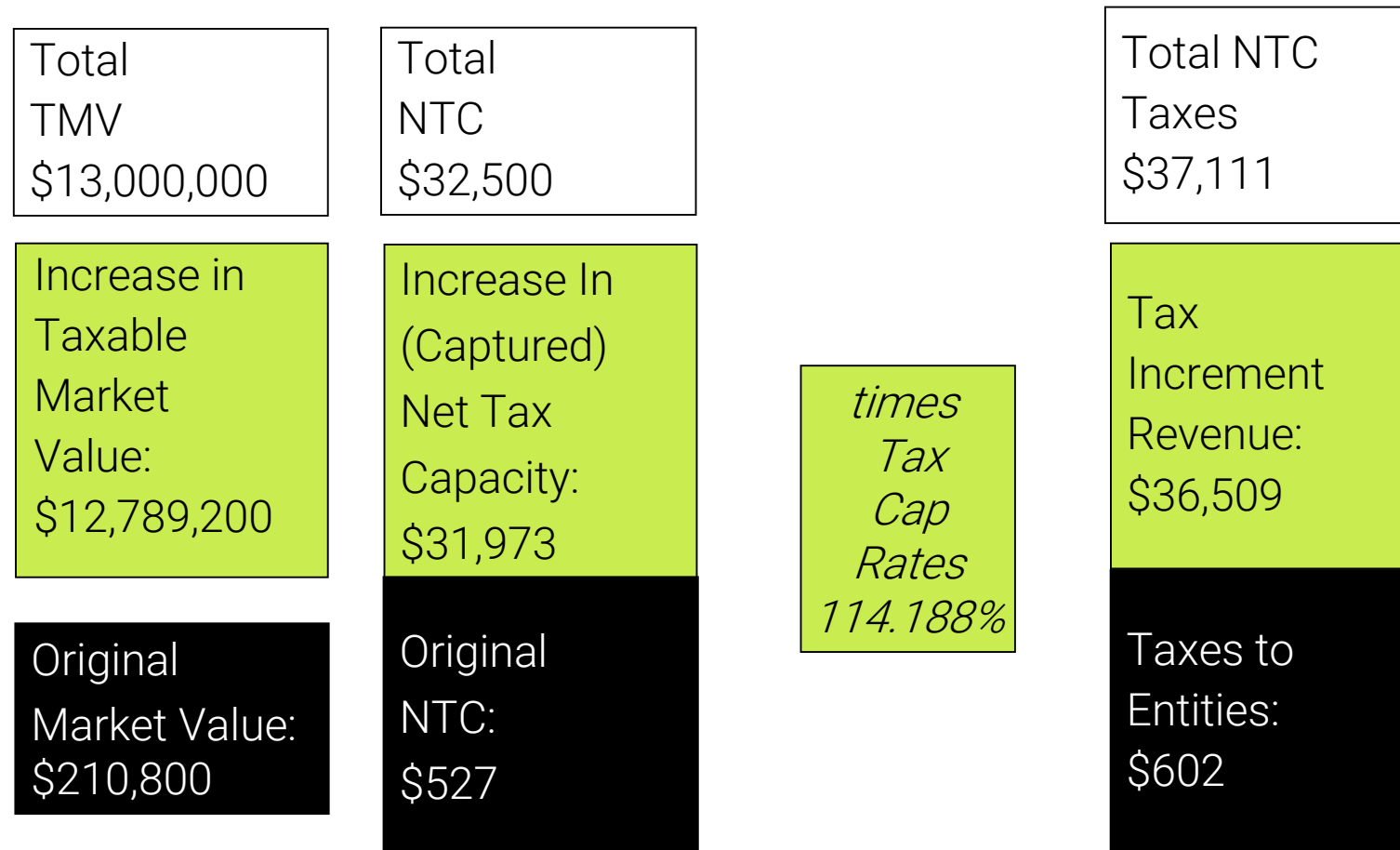
- Public Buildings such as a City Center, Public Safety, Public Works buildings
- Culture and Recreation such as parks, community centers, golf courses, etc.
- Administration beyond 10% of TIF collections

How are property taxes calculated?

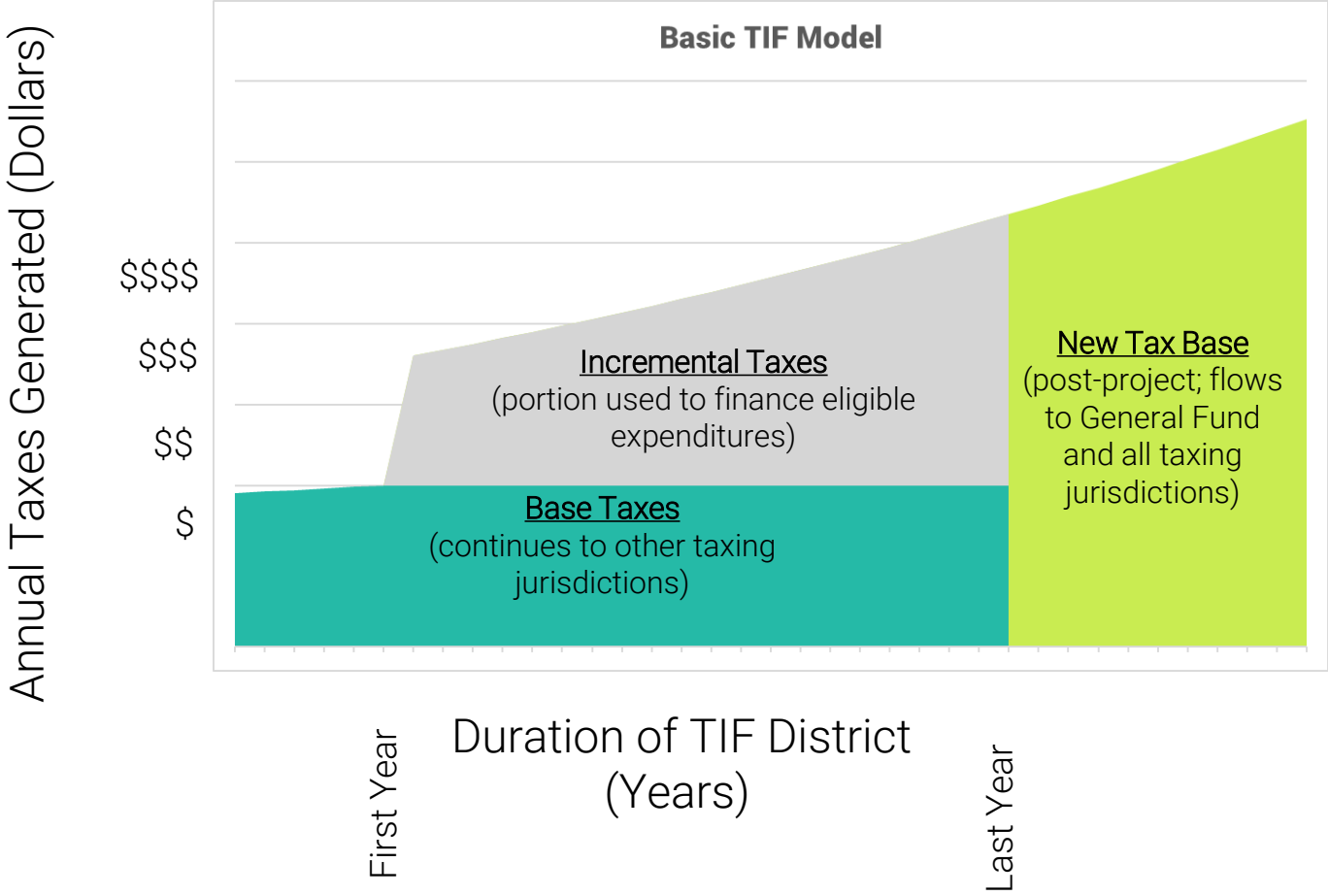


Total Property Tax Estimate is **\$53,784** (\$16,673 in Market Value Taxes to School District)

How is TIF calculated?



Fundamentals of Tax Increment Financing (TIF)





Financing Project Costs

- Pay as you go
 - Developer pays for public improvements
 - Reimbursed by TIF
 - Reimbursement limited to amount of TIF collected
- G.O. TIF Bonds
 - TIF pays at least 20% of debt service costs
 - Obligation to levy for debt issue, if needed
 - Minimum assessment agreement
 - Taxable bonds may result



Impact of TIF

- TIF redirects tax dollars to meet a defined public purpose
- Assists projects that would not otherwise occur (but-for test)
- Adds tax base upon decertification of the district (long-term investment)

Tax Credit Process

- Developer is pursuing 9% affordable housing tax credits
- Competitive process administered by Minnesota Housing Finance Agency (MHFA)
- Developer is preparing application for July submittal to MHFA
- Announcement of award of tax credits is made in October
- Developer is seeking preliminary support from City as part of application process

Definition of Affordable Housing

- Qualification of project is based on a portion of units being set aside for persons at certain income limitations - Affordable housing is a term that has various definitions according to different people and is a product of supply and demand. According to the U.S. Department of Housing and Urban Development (HUD), the definition of affordability is for a household to pay no more than 30% of its annual income on housing (including utilities). Families who pay more than 30% of their in-come for housing (either rent or mortgage) are considered cost burdened and may have difficulty affording necessities such as food, clothing, transportation and medical care.
- Units will come with requirements for maximum rent limits and occupants will have limits on maximum income, as adjusted for family size

Developer Proposal

- Developer is proposing 72-unit Building

- 16 – One-Bedroom Units
- 29 – Two-Bedroom Units
- 18 – Three-Bedroom Units
- 9 – Four-Bedroom Units

- Units will have a range of income limitations ranging from 30% - 60%
 - 31% of units will have income limitation at 30% of Area Median Income
 - 53% of units will have income limitation at 50% of Area Median Income
 - 16% of units will have income limitation at 60% of Area Median Income

Developer Proposal – Proposed Rents

UNIT / RENT GRID									
Unit Type	# of Bath-rooms	# of Units	Unit Sq Ft	Monthly Contract Rent	Total Annual Contract Rent	Tenant Paid Utilities	Monthly Gross Rent	Rent Limit	Income Limit
1BR	1.00	4	485	1,100	52,800	49	1,149	60% MTSP	30% MTSP
1BR	1.00	3	485	936	33,696	49	985	30% MTSP	30% MTSP
1BR	1.00	7	485	1,119	93,996	49	1,168	50% MTSP	50% MTSP
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3BR	1.00	5	1,000	1,545	92,700	75	1,620	50% MTSP	50% MTSP
3BR	1.00	7	1,000	1,869	156,996	75	1,944	60% MTSP	60% MTSP
4BR	1.00	2	1,200	994	23,856	90	1,084	30% MTSP	30% MTSP
4BR	1.00	2	1,200	1,717	41,208	90	1,807	50% MTSP	50% MTSP
4BR	1.00	5	1,200	2,079	124,740	90	2,169	60% MTSP	60% MTSP

Proposed TIF Assistance

- TIF can only be used in circumstances where project meets the but-for test:
 - Necessary for project to be viable in competitive tax credit process
 - Necessary for project feasibility from a financial perspective
- **Preliminary Assistance Estimate: \$397,400**
 - Reimbursed over time on a pay-as-you-go basis
 - Reimbursed along with 6.0% interest
 - Payable from 90% of annually generate increment
 - Preliminary estimate of annual amount to Developer is \$32,740 (prior to inflation)
 - Proposed repayment term is up to 26-years



Proposed TIF Assistance

- City would capture a portion of annual TIF revenue
 - City would also retain 10% of annual increment to fund administrative expenses related to TIF District

TIF assistance amounts are preliminary and subject to slight changes resulting from final 2024 tax rates



Potential Next Steps – If Interested

- City Council Meeting on July 5th to discuss adoption of resolution of support for project and utilization of TIF as part of Tax Credit Application Process

CITY OF WYOMING

RESOLUTION 23-07-66

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

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

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

WHEREAS, the City of Wyoming held a city council meeting on July 5, 2023 to consider this matter.

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

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

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 5TH DAY OF JULY, 2023.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTESTED:

Robb Linwood, City Administrator/Clerk



Request for Council Action

Date: June 29 , 2023

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: City of Wyoming – Midcontinent communications cost share agreement for Fiber Project

Method: New Business

Background Information:

The Chisago County Board of Commissioners have allocated a total of \$2,000,000 of their total ARPA allocation to expand broadband internet access to the cities, townships, and broadband providers within Chisago County. There is a cap of \$200,000 per project/community, however the \$2,000,000 is subject to change at the discretion of the Board of Commissioners depending on interest in the program. The purpose of the program is to assist with financing for broadband infrastructure to unserved or underserved areas within Chisago County, so more residents of Chisago County can access high speed, reliable and affordable internet.

The city of Wyoming staff has been working with Midcontinent to identify projects in the Wyoming area that may be eligible for the county grant, midcontinent cost sharing and a city of Wyoming cost share. Midcontinent has identified a project on the Hwy 8 corridor that would establish fiber and provide services to 57 households east and west of Hwy 8 along 250th Street, Heath Avenue, Hazel Avenue and Hamlet Avenue. Not only would this provide broadband to an underserved area it would ensure that fiber is present in this portion of the Highway 8 corridor that will help with the economic development of the area along with the Hwy 8 reconstruction project.

The City of Wyoming is requested \$60,300 funding from Chisago County to partner with Midco and the city of Wyoming who will construct fiber broadband service to 57 passings in Wyoming. Total cost of the project is \$166,000. Midco will contribute \$99,000, 60% of the project cost and the City of Wyoming will contribute \$6,700, 10% of the project cost. Midco’s tentative construction plans are to construct and launch service in the project area in 2023, with possible rollover of construction activities or service deployment in 2024 depending on labor and material availability or weather.

The total estimated cost for the project is \$166,000. This consists of:

Construction Labor FTTP:	\$112,000	
Construction Materials	<u>\$ 54,000</u>	
FTTP:		
Total cost:	\$166,000	
Chisago County Funding	\$ 60,300	30%
Wyoming Contribution	\$ 6,700	10%
Midco Contribution	\$ 99,000	60%

Since Midco is a broadband provider in the area, no pre-engineering costs or special community engagement costs will be rolled into the cost of this project. Midco will cover 100% of the costs of fiber drops to the homes from the main fiber route. This project area includes a Midco RDOF section; \$17,000 of RDOF funding was deducted from the project cost to get to \$166,000 project cost for this application.

At the May 16th, 2023 Wyoming City council meeting the council approved a resolution for a grant application to the Chisago County ARPA Broadband Grant Program for the previously described project. The Chisago County Board of commissioners reviewed the application from Wyoming at their June 7, 2023 board meeting and we are happy to share did approved the city's application for the project. The city has received the \$60,300 grant funds we requested from Chisago county since the application has been approved.

The last piece of the project is to approved a cost share agreement between Midcontinent communications and the City of Wyoming for the project. The cost agreement is for \$67,000 dollars and the city would utilize the \$63,300 received from Chisago County as part of the grant application and \$6,700 of the city's ARPA funds to fully fund the project. The cost sharing agreement has been reviewed and approved by the city attorney.

Recommendation:

To approve a construction cost sharing agreement between the City of Wyoming and Midcontinent Communications for a fiber project along the streets of 250th St., Heath Avenue, Hazel Avenue, Lake Blvd and Hamlet Ave.

THIS CONSTRUCTION COST SHARING AGREEMENT (the “Agreement”), dated as of July 5th, 2023, is by and between The City of Wyoming, Minnesota, whose address is 26885 Forest Blvd, Wyoming MN (“City”), and Midcontinent Communications, a South Dakota partnership, whose address is 3901 North Louise Avenue, Sioux Falls, SD 57107 (“Midco”).

RECITALS

WHEREAS, the City controls of certain Right-of-Way (“ROW”) within the area depicted on Exhibit 1 (the “Project Area”), which specifically includes ROW along the following named streets: **250th St; Heath Avenue; Hazel Avenue; Lake Blvd; and Hamlet Avenue;**

WHEREAS, Midco seeks to install in the ROW in the Project Area cable and certain other equipment necessary to deliver video, data and telephone service drops to the residences named in Exhibit 2;

WHEREAS, the City and Midco desire to enter into an agreement to establish the necessary infrastructure to provide video, data and telephone service availability to the residences named in Exhibit 2;

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City and Midco enter the following:

AGREEMENT

1. Construction of Cable Plant. Subject to the terms and conditions of this Agreement, Midco will install fiber optic cable and other equipment necessary to make available video, data and telephone service to the residences named in Exhibit 2. Construction (except for individual drops between the network and customer’s home) must be completed by December 31, 2024. Individual drop to the customer’s home will be installed when service is ordered and installation is agreed upon by the customer and Midco.

2. Service Speed. Midco shall provide access to video, data and telephone service for the residences named in Exhibit 2 at a speed of up to 5 gigabit per second downloads and up to 5 gigabit per second uploads.

3. Right of Way Permit Required. Prior to engaging in any excavation, installation, or other work which may disturb the ROW in the Project Area, Midco shall apply to the City for a ROW permit. The City-issued ROW permit shall set forth the terms and conditions for Midco’s work within the ROW

4. Cost Sharing. In consideration of Midco’s agreement to install the necessary facilities to provide video, data and telephone services, the City shall pay to Midco on the date of this Agreement SIXTY SEVEN THOUSAND DOLLARS (\$67,000.00) (the “Cost Share

Amount”), which represents the City’s share of the costs to be incurred by Midco to finish its design, installation and construction activities to provide service to the Property.

5. Commitment to Deliver Access to Service. As part of this Agreement, Midco must provide video, data and telephone availability to each of the residences named in Exhibit 2. Midco bears responsibility for all costs necessary to provide access to each of the residences named in Exhibit 2 (57 homes passed) in excess of the Cost Share Amount, and the City will incur no costs in excess of the Cost Share Amount as a part of this project. This cost does not include the cost of drop installation. Midco shall provide the City with plans detailing the proposed project service area, including engineering design and diagrams for the project that support the Cost Share Amount, that demonstrate video, data and telephone service will reach each of the residences named in Exhibit 2, and that demonstrate the reasonable of the timeline for the project’s completion.

6. Verification. The City may contract with a third party to verify the project is completed in accordance with the project plan. Specifically, the City may confirm that the number of service drops and service speed has met the terms of this Agreement.

7. Easement Rights. City acknowledges that Midco shall be entitled to install and construct its cable and other equipment over and under the ROW areas controlled by the City within the Project Area. The City agrees to grant any required ROW permits to Midco for excavation and infrastructure installation within the ROW along **250th St; Heath Avenue; Hazel Avenue; Lake Blvd; and Hamlet Avenue;**

8. Indemnification. Midco shall indemnify, save, and hold the City, its agents, and employees harmless from any claims or causes of actions, including attorney’s fees, incurred by the City arising from the performance of this Agreement by Midco or Midco’s agents or employees. This clause will not be construed to bar any legal remedies Midco may have for the City’s failure to fulfill its obligations under this agreement. By entering into this Agreement, the parties agree the City is not and will not be acting as a video, data and telephone service provider. Midco is solely responsible for the provision of video, data and telephone service to the residences depicted in Exhibit 2. Any contracts for video, data and telephone service between Midco and City residents are solely between Midco and the residents, and Midco shall indemnify, save, and hold the City harmless from any claims arising out of video, data and telephone service contracts.

9. Financial Assistance Reporting. Midco shall cooperate with the City in drafting and submitting any Financial Assistance Reports to the Minnesota Department of Employment Economic Development that necessary due to this Agreement.

10. Assignment. Midco shall neither assign nor transfer any rights or obligations under this Agreement without the prior written consent of the City.

11. Severability. If any provision of this Agreement, or the application of such provision to any party or circumstance, is found to be illegal or unenforceable for any reason, such

provision will be modified or severed from this Agreement to the extent necessary to make such provision enforceable against such party or in such circumstance. Neither the unenforceability of such provision nor the modification or severance of such provision will affect the enforceability of any other provision of this Agreement.

12. Governing Law; Venue. This Agreement shall be governed by and construed in accordance with the laws of Minnesota, without regard to its conflict of laws principles.

13. Entire Agreement; Amendment. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof, and there are no other representations, warranties or agreements except as herein provided. This Agreement may be amended only by a written instrument signed by the parties.

IN WITNESS WHEREOF, the parties have entered into this Agreement effective as of the date first written above.

CITY OF WYOMING, MINNESOTA

By: _____

Print Name: _____

Title: _____

MIDCO

MIDCONTINENT COMMUNICATIONS
By: MIDCONTINENT COMMUNICATIONS
INVESTOR, LLC, Its Managing Partner

By: _____

Name: _____

Title: _____

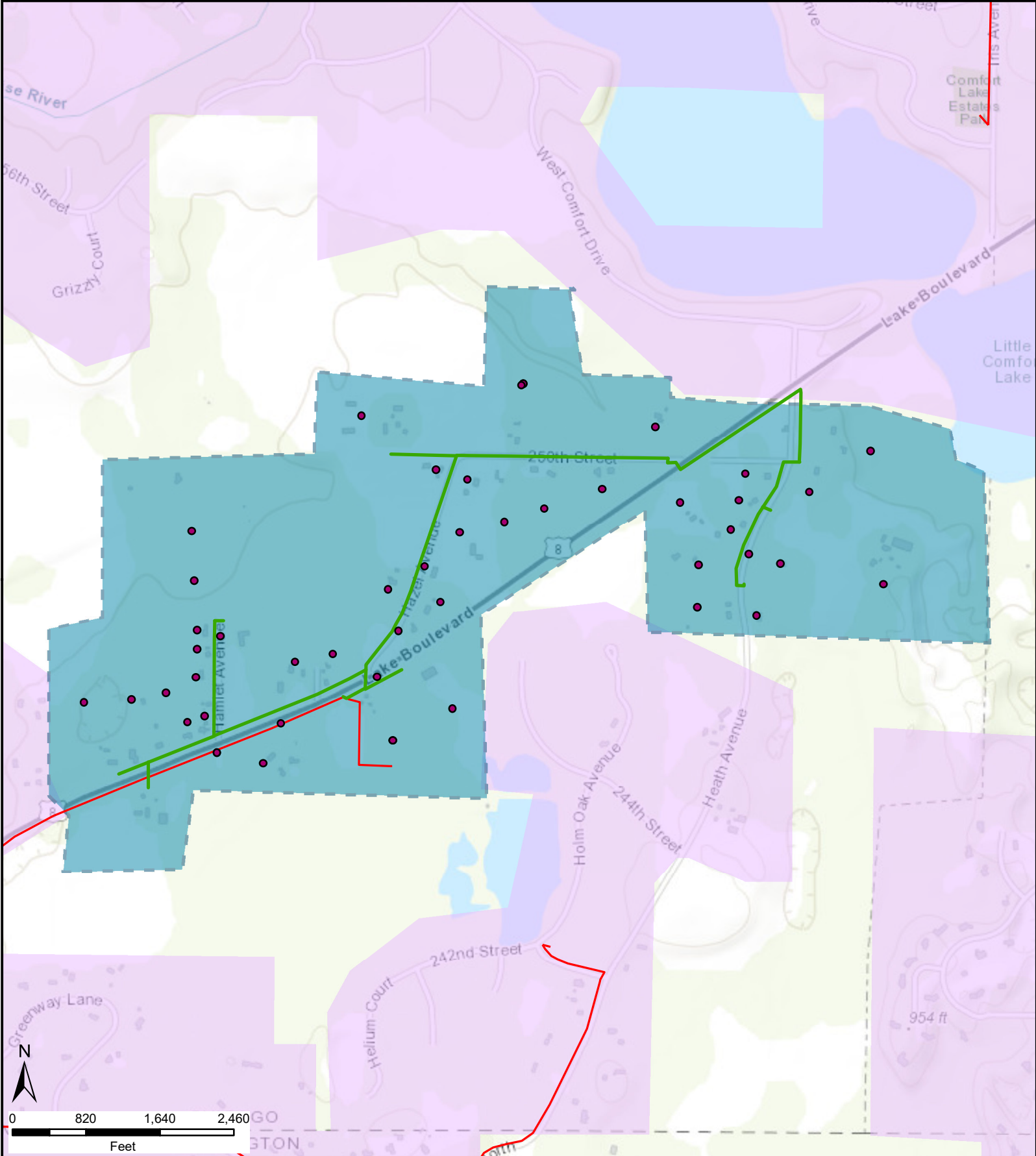
EXHIBIT 1

Map

EXHIBIT 2
ADDRESSES PASSED

ADDR	CITY	STATE	ZIP	PLUS
24626 HAMLET AVE	WYOMING	MN	55025	
24664 HALE AVE	WYOMING	MN	55025	
24668 HAMLET AVE	WYOMING	MN	55025	
24679 HALE AVE	WYOMING	MN	55025	
24689 HAMLET AVE	WYOMING	MN	55025	
24702 HAMLET AVE	WYOMING	MN	55025	
24745 HAZEL AVE	WYOMING	MN	55025	
24749 HEATH AVE N	WYOMING	MN	55025	
24766 HAZEL AVE	WYOMING	MN	55025	
24776 HEATH AVE N	WYOMING	MN	55025	
24795 HAZEL AVE	WYOMING	MN	55025	
24810 HAZEL AVE	WYOMING	MN	55025	
24821 HEATH AVE N	WYOMING	MN	55025	
24830 HEATH AVE N	WYOMING	MN	55025	
24839 HAZEL AVE	WYOMING	MN	55025	
24855 HAZEL AVE	WYOMING	MN	55025	
24860 HEATH AVE N	WYOMING	MN	55025	
24915 HEATH AVE N	WYOMING	MN	55025	
24920 HEATH AVE N	WYOMING	MN	55025	
24965 HAZEL AVE	WYOMING	MN	55025	
24970 HAZEL AVE	WYOMING	MN	55025	
24989 HEATH AVE N	WYOMING	MN	55025	
25025 HEATH AVE N	WYOMING	MN	55025	
25055 HEATH AVE N	WYOMING	MN	55025	
250TH ST	WYOMING	MN	55025	
25215 W COMFORT DR	WYOMING	MN	55025	
7002 LAKE BLVD	WYOMING	MN	55025	
7039 LAKE BLVD	WYOMING	MN	55025	
7040 LAKE BLVD	WYOMING	MN	55025	
7078 LAKE BLVD	WYOMING	MN	55025	
7112 LAKE BLVD	WYOMING	MN	55025	
7142 LAKE BLVD	WYOMING	MN	55025	
7153 LAKE BLVD	WYOMING	MN	55025	
7219 LAKE BLVD	WYOMING	MN	55025	
7241 LAKE BLVD	WYOMING	MN	55025	
7263 LAKE BLVD	WYOMING	MN	55025	
7310 LAKE BLVD	WYOMING	MN	55025	
7323 LAKE BLVD	WYOMING	MN	55025	
7425 LAKE BLVD	WYOMING	MN	55025	
7486 250TH ST	WYOMING	MN	55025	
7486 250TH ST	WYOMING	MN	55025	
7502 250TH ST	WYOMING	MN	55025	
7514 250TH ST	WYOMING	MN	55025	
7575 250TH ST	WYOMING	MN	55025	
7580 250TH ST	WYOMING	MN	55025	
7639 250TH ST	WYOMING	MN	55025	

7660 250TH ST	WYOMING	MN	55025
7717 250TH ST	WYOMING	MN	55025
7734 250TH ST	WYOMING	MN	55025
7775 LAKE BLVD	WYOMING	MN	55025
7790 250TH ST	WYOMING	MN	55025
7951 250TH ST	WYOMING	MN	55025
Vacant			
Vacant			
Vacant			
Vacant			
Vacant			



Midco Wyoming

Hwy 8 and 250th

Legend

- Addresses
- Proposed Construction
- Midco - Existing Fiber
- Grant Request Area
- Current Service



Request for Council Action

Date: June 29, 2023

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Personnel matter

Method: New Business

Background Information:

City staff is requesting the City Council to enter into a closed session for a personnel matter relating to confidential health information that would fall under MN State Statute 13D.05, Subd (2)(3) and (4).

Recommendation: The Wyoming City Council enters a closed session under MN State Statute 13D.05, Subd (2)(3) and (4) for a personnel matter.



CITY OF WYOMING

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