

**AGENDA  
PARK ADVISORY COMMISSION  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
JULY 1, 2024  
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 Park Advisory Commission on items not on the current Agenda. Items requiring Park Advisory Commission action maybe deferred to staff for research and future Wyoming Park Advisory Commission Agendas if appropriate.”*

**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.*

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming Park Advisory Commission for June 3, 2024

**OLD BUSINESS:**

**NEW BUSINESS:**

2. To consider the resignation of Rick Ahartz from the Wyoming Planning Commission
3. Plans and Specifications for Railroad Park Phase 2

**COMMUNICATIONS:**

**UPCOMING:**

**ADJOURN**

**NEXT MEETING:  
AUGUST 5, 2024  
7:00PM**



**DRAFT MINUTES**  
**WYOMING PARK ADVISORY COMMISSION**  
**REGULAR MEETING**  
**CITY OF WYOMING, MINNESOTA**  
**JUNE 3, 2024**  
**7:00PM**

**CALL TO ORDER:**

*Chair Spangler called the Regular Meeting of the Wyoming Park Advisory Commission for June 3, 2024 to order at 7:03PM*

**CALL OF ROLL:**

*On a Call of the Roll the following members of the Wyoming Park Advisory Commission were present: Members Bruce Spangler, Jessica Bergan, and Bruce Vukelich.*

*Absent: Park Advisory Commissioner Rick Ahartz*

*Also Present: Brett Ohnstad, Council Liaison, Steve Reeves, Public Works Superintendent, and Grant MacFarlane, Assistant City Administrator*

*Visitors:*

**DETERMINATION OF A QUORUM:**

Chair Spangler determined a Quorum was present.

**PLEDGE OF ALLEGIANCE:**

**OPEN FORUM:**

**APPROVAL OF MINUTES:**

- 1. Consider approving the minutes of the “Regular Meeting” of the Wyoming Park Advisory Commission for May 6, 2024**

**A MOTION WAS MADE BY MEMBER BERGAN, SECONDED BY MEMBER VUKELICH, TO APPROVE THE PARK ADVISORY COMMISSION MINUTES FROM THE MAY 6, 2024 MEETING.**

*Voting Aye: Spangler, Bergan, and Vukelich*

*Voting Nay: None*

*Abstain: None*

**OLD BUSINESS:**

**NEW BUSINESS:**

- 2. Future Park Planning**

Assistant City Administrator MacFarlane stated that one of the responsibilities of the Park Advisory Commission (PAC) was to guide park improvements and development. Mr. MacFarlane presented the Master Park Improvements Plan (2022) to the PAC and highlighted the Park Assessment Rankings. Mr. MacFarlane added that this was intended to be a preliminary, high-level discussion to spark future planning conversations.

Commissioner Vukelich highlighted the needs of Fireside Park and inquired about which community

parks were the furthest distance from other community parks. Commissioner Vukelich stated that equipment replacement at Fireside Park was an option. Chair Spangler noted ADA requirements and the need for bordering at the park. The Commissioners discussed the possibility of resurfacing the park.

Chair Spangler stated that the Commissioners could focus on spreading out improvements between all parks and that a plan could be developed for equal improvement to each. The Commissioners discussed the potential addition of a basketball court to Tolzmann Park. Chair Spangler added that the existing basketball courts at Verges Memorial were not considered regulation and that an update to that court could also be a possibility.

Commissioner Bergan introduced the idea of replacing all benches and tables that were in poor condition. Public Works Superintendent Reeves stated that there may be grants available to assist with this. Commissioner Bergan requested that Staff research available grants that provide funds for new equipment and surfacing.

## COMMUNICATIONS:

### 3. Park Addresses

Assistant City Administrator MacFarlane informed the Commissioners that Staff had worked with Chisago County staff to provide community parks with physical addresses. Mr. MacFarlane also stated that Staff had reached out to Google to update their Maps service to reflect these addresses.

### 4. Dog Park Update

Assistant City Administrator MacFarlane informed the Commissioners that the Old Town Hall dog park had officially been completed. Commissioner Bergan stated that they had observed the park being used when driving by.

### 5. Park Steward Updates

**Spangler** – Noted that the first step of the Goodview Park climbing wall had a crack in it.

**Vukelich** – Complimented Public Works staff for fixing the digger at Ashton Park and further complimented the landscaping around the parks. Stated that a light fixture cover was missing from the park shelter at Lions Park.

**Bergan** – No update.

## ADJOURN

**A MOTION WAS MADE BY MEMBER VUKELICH, SECONDED BY MEMBER BERGAN, TO ADJOURN THE JUNE 3, 2024 MEETING OF THE WYOMING PARK ADVISORY COMMISSION AT 7:52PM**

*Voting Aye: Spangler, Bergan, and Vukelich*

*Voting Nay: None*

*Abstain: None*

**NEXT MEETING:**  
**JULY 1, 2024**  
**7:00PM**

**From:** [Rick Ahartz](#)  
**To:** [Grant Macfarlane](#)  
**Subject:** Rick Ahartz  
**Date:** Tuesday, June 18, 2024 2:13:21 PM

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Grant as of today 6/11/2024 I will be resigning my position as a Wyoming Park Board member. It's be Wonderful working with you and the park board. Keep up the great work making are park's of Wyoming safe & Beautiful for families that what to come and use them.  
Thanks Rick Ahartz



# Request for Action

Date: July 1, 2024

*Presented to:* Chair Spangler and Park Advisory Members

*Presented by:* Grant MacFarlane, Assistant City Administrator

*Department:* Administration

*Reference:* Railroad Park – Plans and Specifications

*Method:* New Business

**Background Information:**

The Park Advisory Commission, City Council, and City staff have been working with WSB Engineering for three years on the Railroad Park project. This project is being carried out in three phases, with the construction of the first phase occurring in late 2023. Phase two continues the development of the park’s master plan, with the bituminous trail and themed history walk being key components of this phase. The plans provided by WSB for phase 2 of this project include:

- Themed history walk with three adjacent pads for future benches
- Set pads for donations pavrs along the history walk in front of each bench pad
- History/interpretive signs
- Decorate pedestrian light poles
- Relocation of existing bike fix-it station
- Bid alternate items

WSB has preped Plans and Specifications for the project which are ready to be advertised for bidding. Staff is seeking approval of the plans and specifications and the authority to advertise for bids to be published July 11, 2024. Plans and Specifications will be available for review at City Hall on that date.

**Recommendation:** To recommend that the Wyoming City Council approve a resolution approving Plans and Specifications and Authorize for Bids for the Railroad Park Phase 2 project.



**CITY OF WYOMING**

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



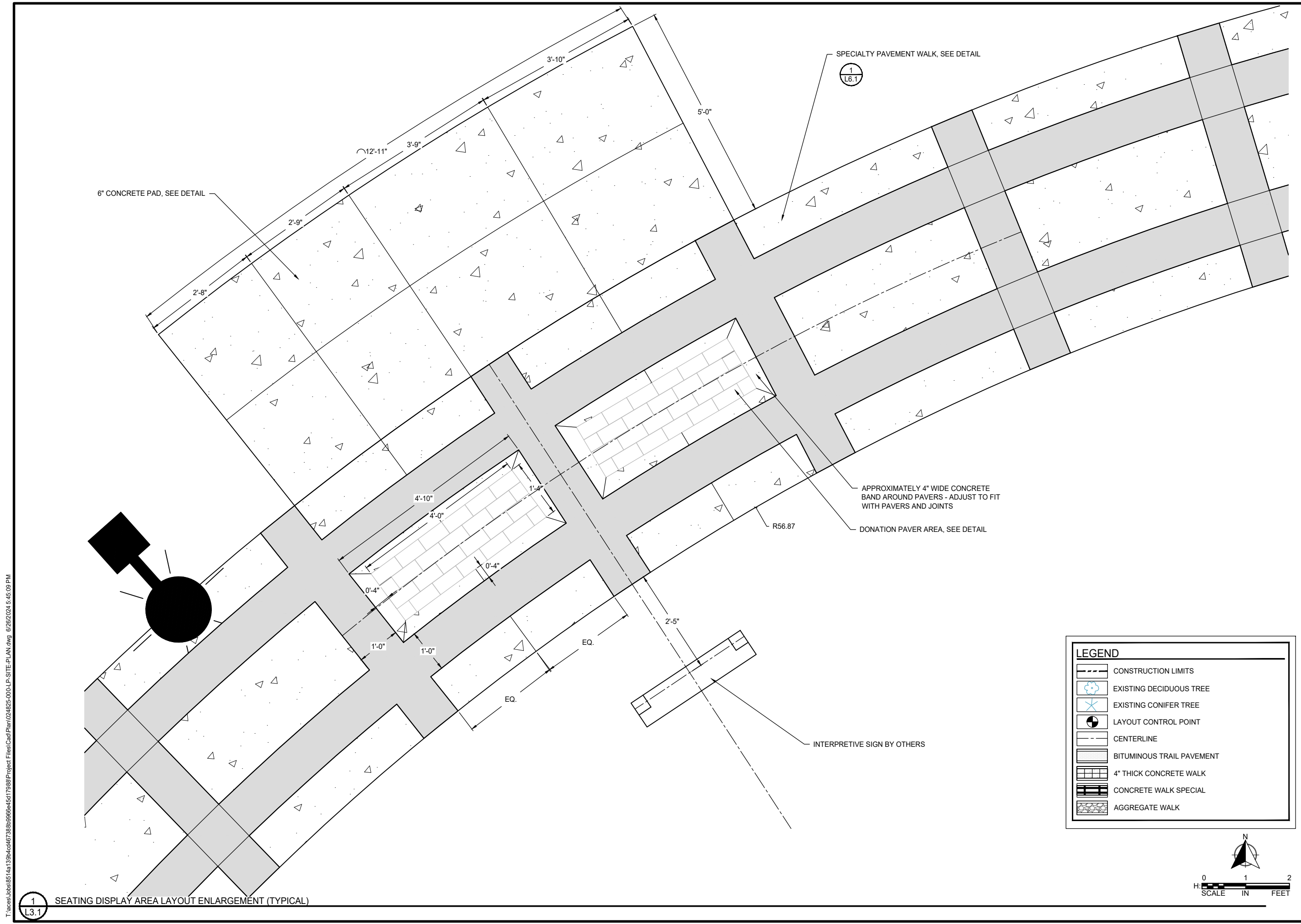
NO.	DATE	DESCRIPTION

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

Candace C. Amberg, PLA  
 DATE: 03-25-2024 LIC. NO.: 40646

LAYOUT PLAN

RAILROAD PARK - PHASE 2  
 CITY OF WYOMING



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1 L3.1 SEATING DISPLAY AREA LAYOUT ENLARGEMENT (TYPICAL)

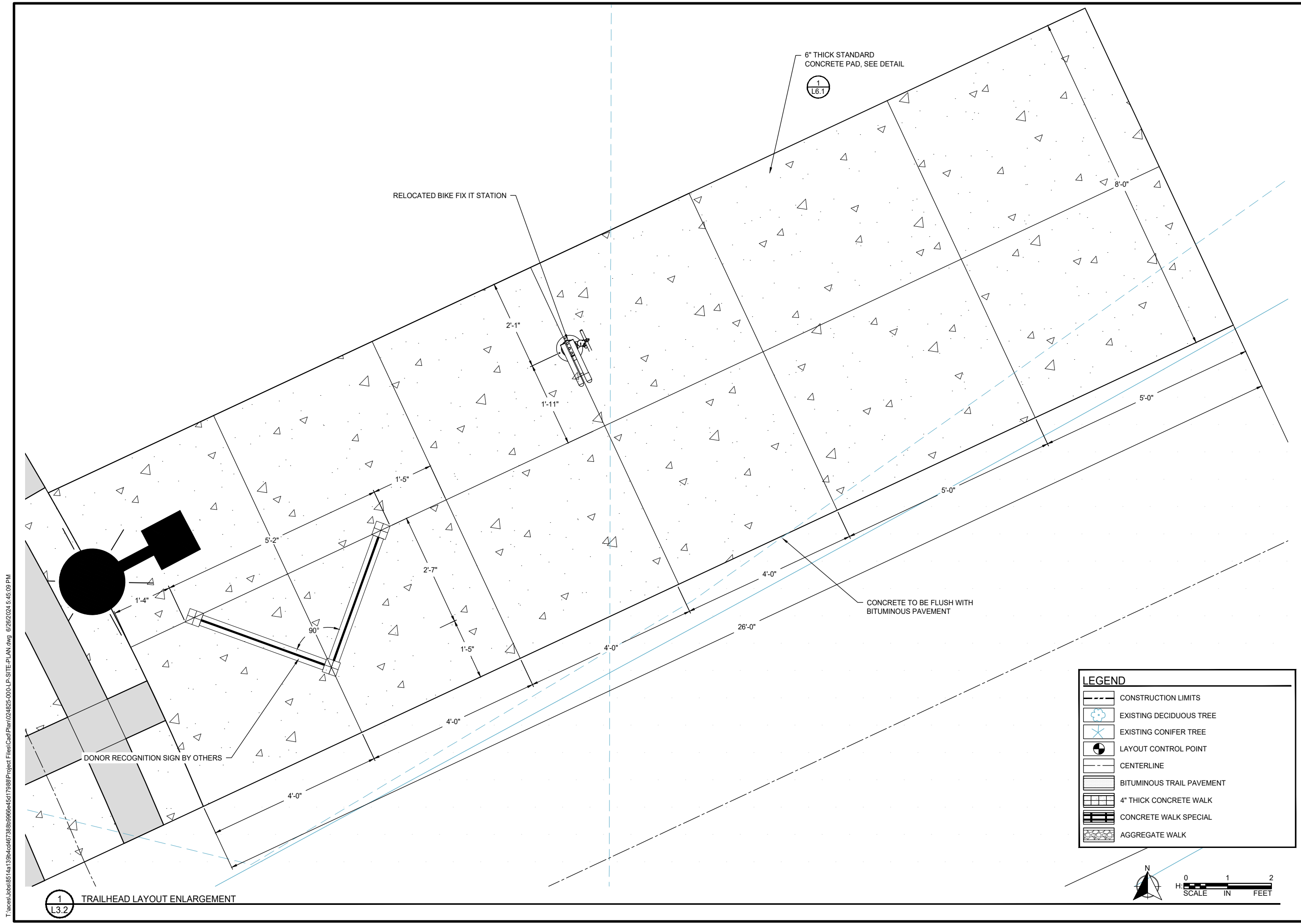
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Candace C. Amberg, PLA  
 DATE: 03-25-2024 LIC. NO.: 40646

LAYOUT PLAN

RAILROAD PARK - PHASE 2  
 CITY OF WYOMING



**LEGEND**

- CONSTRUCTION LIMITS
- EXISTING DECIDUOUS TREE
- EXISTING CONIFER TREE
- LAYOUT CONTROL POINT
- CENTERLINE
- BITUMINOUS TRAIL PAVEMENT
- 4" THICK CONCRETE WALK
- CONCRETE WALK SPECIAL
- AGGREGATE WALK



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