

**AGENDA
PARK ADVISORY COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
MARCH 7, 2022
7:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

"An opportunity for members of the public to address the 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 February 7, 2022

OLD BUSINESS:

NEW BUSINESS:

2. To consider designating the Park Advisory Commission as the City of Wyoming Green Team
3. Discussion on Little Free Libraries
4. Arbor Day 2022
5. To consider an application for the vacant Park Advisory Commission seat

COMMUNICATIONS:

6. Update on 2022 Wyoming City Council Goals and Priorities

ADJOURN

**NEXT MEETING:
April 4, 2022
7:00PM**

DRAFT MINUTES
WYOMING PARK ADVISORY COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
FEBRUARY 7, 2022
7:00PM

CALL TO ORDER:

Chair Spangler called the Regular Meeting of the Wyoming Park Advisory Commission for February 7, 2022 to order at 7:00PM

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 Lindsay Hobson

Absent: Heather Vandenheuvell

Also Present: Robb Linwood, City Administrator, Alex Saxe, Assistant City Administrator, and Councilmember Claire Luger

Visitors: None

DETERMINATION OF A QUORUM:

Chair Spangler determined a Quorum was present.

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

“An opportunity for members of the public to address the Park Advisory Commission on items on or not on the current agenda. Items requiring Park Advisory Commission action maybe deferred to staff for research and future Park Advisory Commission 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 that night.”

Gary Sykes, 5710 East Viking Boulevard, Mr. Sykes provided a map of city owned wetland off of East Viking Boulevard just east of Fenwick Avenue. He mentioned back in 1993 the city talked about building a boardwalk through that wetland. Mr. Sykes would like to see a boardwalk and/or park there someday to open up that area for people to explore and enjoy the nature.

CONSENT AGENDA: NONE

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Special Meeting” of the Wyoming Park Advisory Commission for January 10, 2022

A MOTION WAS MADE BY MEMBER HOBSON, SECONDED BY MEMBER BERGAN, TO APPROVE THE PARK ADVISORY COMMISSION MINUTES FROM THE JANUARY 10, 2022 MEETING, AS SUBMITTED.

Voting Aye: Spangler, Bergan, and Hobson

Voting Nay: None

Abstain: None

OLD BUSINESS: NONE

NEW BUSINESS:

2. Set 2022 Park Advisory Commission Goals and Initiatives

Assistant City Administrator Saxe stated that every year the Park Advisory Commission reviews goals and accomplishments from the prior year and sets goals for the upcoming year. Mr. Saxe gave a presentation to the Commission that highlighted 2021 goals and potential goals for 2022. The Commission agreed that the goals that were not accomplished in 2021 should remain goals in 2022. The Commission then added a few new goals for 2022. The goals recommended to City Council are as follows:

1. Park and Trail Development

- Railroad Park fundraising/grants
- Additions of picnic tables, garbage cans and pet waste signs
- Fireside Park equipment replacement and project development
- Master Park and Trail Plan

2. Community Engagement and Partnership

- Continued community engagement for Railroad Park utilizing social pinpoint
- Hold more sustainability oriented events
- Provide community updates on major projects
- Each Park Commissioner will be assigned a couple of parks and will check in on those parks and provide updates at each meeting

3. Communication and Outreach about Parks

- Continue to create video highlights of Wyoming Parks with interviews from Park Advisory Commission members
- Update City website to reflect upgrades at City parks and facilities

4. Tree Board

- Maintain Tree City USA status
- Community event and proclamation of Arbor Day on April 29, 2022 (150th birthday of Arbor Day)
- Review tree ordinance
- Education public on EAB and other tree diseases in Wyoming

5. GreenStep City

- Become designated as the City Green Team
- Achieve step 3 of the program:
 - Public education campaign
 - Promote green businesses
 - Address Emergency Communication Plan

A MOTION WAS MADE BY MEMBER HOBSON, SECONDED BY MEMBER BERGAN, TO RECOMMEND THE CITY COUNCIL APPROVE THE 2022 GOALS AND INITIATIVES FOR THE PARK ADVISORY COMMISSION AS DISCUSSED.

Voting Aye: Spangler, Bergan, and Hobson

Voting Nay: None

Abstain: None

3. MN DNR Outdoor Recreation Grant Program

Assistant City Administrator Saxe gave an overview of this grant program. Mr. Saxe mentioned that in 2020, the City applied and was awarded this grant for Swenson Park. While exploring funding options for the Railroad Park Project, it was suggested by DNR staff to apply for this grant again. Mr. Saxe provided a financial

overview stating that the City has raised half the total project costs for the Railroad Park project and this grant could cover that funding gap.

A MOTION WAS MADE BY MEMBER HOBSON, SECONDED BY MEMBER SPANGLER, TO RECOMMEND THE CITY COUNCIL APPROVE APPLYING FOR THE OUTDOOR RECREATION GRANT PROGRAM FOR RAILROAD PARK.

Voting Aye: Spangler, Bergan, and Hobson

Voting Nay: None

Abstain: None

4. AARP Community Challenge Grant

Assistant City Administrator Saxe gave an overview of this grant. Mr. Saxe mentioned that in 2021, the City became an AARP Age-Friendly Community. While exploring funding options for the Railroad Park Project, staff found this grant opportunity. Mr. Saxe provided a financial overview stating that the City has raised half the total project costs for the Railroad Park project and this grant could help with some of the needed funding.

A MOTION WAS MADE BY MEMBER SPANGLER, SECONDED BY MEMBER HOBSON, TO RECOMMEND THE CITY COUNCIL APPROVE APPLYING FOR THE AARP COMMUNITY CHALLENGE GRANT FOR RAILROAD PARK.

Voting Aye: Spangler, Bergan, and Hobson

Voting Nay: None

Abstain: None

COMMUNICATIONS:

5. Wyoming Medallion Hunt

Assistant City Administrator Saxe provided a brief update on a potential medallion hunt. He stated that in years past the City has held a medallion hunt. Staff are in the process of putting together a medallion hunt similar to what has been incorporated in the past. This event will invite people to explore around the City by following clues shared on the City's social media and website to find the medallion.

ADJOURN

A MOTION WAS MADE BY MEMBER BERGAN, SECONDED BY MEMBER HOBSON, TO ADJOURN THE FEBRUARY 7, 2022 MEETING OF THE WYOMING, PARK ADVISORY COMMISSION AT 7:34 PM

Voting Aye: Spangler, Bergan, and Hobson

Voting Nay: None

Abstain: None

NEXT MEETING:
March 7, 2022
7:00PM



Park Advisory Commission Memo

Date: March 4, 2022

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Wyoming Green Team

Method: New Business

Background Information:

The City of Wyoming is a GreenStep City. Minnesota GreenStep Cities is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability and quality-of-life goals. Currently Wyoming is at Step 2 of 5, which was obtained in 2019. The City is close to completing the requirements necessary to obtain Step 3. One of the requirements is to have a designated Green Team which would be responsible for leading, coordinating and reporting on sustainability initiatives and best practices. This could include setting up a page on the city website that summarizes the sustainability initiatives happening in the city as well as regular updates on social media. By achieving Step 3, the city would be recognized at the annual League of Minnesota Cities conference and be awarded a set of recognition blocks which recreates the GreenStep Cities program logo and reflects the community's sustained commitment and continuous improvement.

Request: To recommend that the Park Advisory Commission officially be designated as the City of Wyoming Green Team.



CITY OF WYOMING

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



Park Advisory Commission Memo

Date: March 4, 2022

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Little Free Libraries

Method: New Business

Background Information:

Little Free Library is a non-profit organization that was founded in 2012. They are a free community book exchange where anyone can take a book or leave a book. Anyone can start a little library by building their own and registering it or buying a pre-built model. Pre-built libraries cost between \$260-\$400 depending on the model plus \$80 for a post. There are 5 main steps for starting a Little Free Library:

1. Identify a location & steward
2. Get a library
3. Register the library
4. Build support
5. Add the library to the world map

Request: To discuss Little Free Libraries and provide direction to staff.



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Park Advisory Commission Memo

Date: March 4, 2022

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Arbor Day 2022

Method: New Business

Background Information:

In 2020, the City of Wyoming became a member of the Tree City USA program. The Tree City USA program began in 1976 and is national program that supports community tree management. Trees are a critical part of a city's infrastructure. A healthy forestry program helps to protect groundwater, reduce energy costs, support erosion control, and boost property values. The city has since taken multiple steps to support and promote the city's tree infrastructure and regularly updates the Wyoming Tree Board of progress related to the city's green infrastructure. To maintain Tree City USA status the city must hold an Arbor Day Celebration and issue a proclamation. Staff would like to hold an event educating the public on Emerald Ash Borer disease (EAB). Hugo Tree Service will be assisting the city in EAB removal and they would be willing to participate in that event.

Request: To give staff direction on the proposed Arbor Day event.



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Proclamation Celebrating Arbor Day in Wyoming, Minnesota

WHEREAS: Arbor Day provides people the opportunity to celebrate the importance of trees and forests to our economy, culture, history, and future of the state; and

WHEREAS: Trees are of great value as they provide clean air and water, shade and energy savings, wildlife habitat, recreational opportunities, wood products, and jobs while capturing and storing carbon from the atmosphere, thereby offsetting greenhouse gas emissions; and

WHEREAS: Properly planting and caring for a diverse mix of trees makes community forests more resilient by minimizing the impacts of diseases, insects, and other stressors such as climate change and providing long-term community and environmental benefits; and

WHEREAS: Thoughtfully choosing, planting, and caring for a diverse mix of trees now supports resilient communities into the future.

NOW, THEREFORE, The Park Advisory Commission of Wyoming, Minnesota hereby proclaims Friday, April 29, 2022, as:

ARBOR DAY

Bruce Spangler
Chair



Dear Mr. Linwood,

I am writing to express my interest in serving on the Park Advisory Commission. I was advised by one of the current members to contact you directly. I am a current resident of the city and have been a resident since 2008. I have an interest in keeping our city parks the best they can be for our community. Please consider me for this position and if you need any further information from me in this regard.

Respectfully,
Bruce Vukelich
5481 245th St.



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