

**AGENDA
PARK ADVISORY COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JUNE 6, 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 May 2, 2022

OLD BUSINESS:

NEW BUSINESS:

2. To consider the resignation of Lindsay Hobson from the Wyoming Park Advisory Commission
3. Swenson Park phase two
4. Railroad Park Buy-A-Brick Program
5. Park funds and contracted services discussion
6. To consider rescheduling the July 11, 2022 Park Advisory Commission Meeting

COMMUNICATIONS:

7. Railroad Park community engagement update

8. Park Steward updates

ADJOURN

NEXT MEETING:
July 11, 2022
7:00PM

DRAFT MINUTES
WYOMING PARK ADVISORY COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
MAY 2, 2022
7:00PM

CALL TO ORDER:

Chair Spangler called the Regular Meeting of the Wyoming Park Advisory Commission for May 2, 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, Heather Vandenheuvel, Jessica Bergan and Bruce Vukelich*

Absent: Member Lindsay Hobson and Council Liaison Claire Luger

Also Present: Alex Saxe, Assistant City Administrator and Mayor Lisa Iverson

Visitors: None

DETERMINATION OF A QUORUM:

Chair Spangler determined a Quorum was present.

PLEDGE OF ALLEGIANCE:

OPEN FORUM: NONE

CONSENT AGENDA: NONE

APPROVAL OF MINUTES:

1. Consider Approving the Minutes of the “Regular Meeting” of the Wyoming Park Advisory Commission for April 4, 2022

A MOTION WAS MADE BY MEMBER VANDENHUEVEL, SECONDED BY MEMBER BERGAN, TO APPROVE THE PARK ADVISORY COMMISSION MINUTES FROM THE APRIL 4, 2022 MEETING, AS PRESENTED.

Voting Aye: Spangler, Vandenheuvel, Bergan, and Vukelich

Voting Nay: None

Abstain: None

Absent: Hobson

OLD BUSINESS:

NEW BUSINESS:

2. Railroad Park Planning and Engagement Services with WSB

Assistant City Administrator Saxe explained that following the meetings with the University of Minnesota, it was determined that the Railroad Park project did not quite fit into their Resilient Communities Program as well as it was originally thought. He stated that staff felt that broad community engagement on what they would like to see in the park was important so they met with WSB last month to discuss the project. Staff recommends

approval of the proposal from WSB for work related to the Railroad Park Concept Plan.

Commissioner Vukelich asked about the initial estimate of \$350,000 and if it had been attached to a concept plan in the past.

Assistant City Administrator Saxe stated that there was an initial concept when they began the fundraising efforts and noted that they have raised \$214,000 thus far for the project. He stated that the City has also applied for two grants and are awaiting to hear if the City will be awarded those funds. He stated that he can share the renderings of what the concept plans are for the Railroad Park.

Mayor Iverson noted that the concept plan is available on the website.

The PAC expressed their support for more heavily promoting the Buy-A-Brick program and a phased approach to the park improvements so people can see work is getting done and progress is being made.

A MOTION WAS MADE BY MEMBER SPANGLER, SECONDED BY MEMBER VANDENHUEVEL, TO RECOMMEND THE CITY COUNCIL APPROVE THE UPDATED PLANNING AND ENGAGEMENT SERVICES FROM WSB RELATED TO RAILROAD PARK.

Voting Aye: Spangler, Vandenheuvel, Bergan, and Vukelich

Voting Nay: None

Abstain: None

Absent: Hobson

COMMUNICATIONS:

3. Swenson Park Phase Two update

Assistant City Administrator Saxe gave an overview of past discussions related to the phasing of including playground equipment for older aged kids. He stated that staff has been communicating with several vendors to try and get a better understanding of the scope of the project and some potential costs which he hopes to have ready to bring back to the June meeting.

The PAC discussed other equipment needs at other parks and available funding based on the budget.

Assistant City Administrator Saxe noted that he believes the Master Park and Trail plan will be complete by later this summer, so that will also help the PAC start making plans.

4. Arbor Day Event Recap

Assistant City Administrator Saxe stated that the City held their first ever Arbor Day event on April 30, 2022. He explained that because of weather, the event was moved from Goodview Park to City Hall at the last minute which may have affected attendance. He stated that staff will begin working on plans for a tree planting event for next year's celebration which should garner more community involvement.

5. Joint Park Planning Board Meeting for May 24, 2022 at 6:00 PM

Assistant City Administrator Saxe stated that there will be a meeting of the Joint Park Planning Board on May 24, 2022 to discuss a sketch plan for Comfort Lake Overlook near Comfort Lake and an update on the preliminary plat for Sunrise Riverbank development. He reminded the PAC that Commissioners Bergan and Vandenheuvel serve on the Joint Park Planning Board.

6. Park Steward Updates

Assistant City Administrator Saxe noted that a few meetings ago the PAC talked about Little Free Libraries for the Eagle Scout project. He stated that he is working with City staff to get the write up about this onto the website and the weekly e-mail. He noted that the City had not been contacted by anyone regarding any upcoming Eagle Scout projects.

Assistant City Administrator Saxe stated that last month, the PAC assigned each Commissioner with some parks to check on as 'Park Stewards' and suggested that the Commission give an update on what they found at the parks.

Chair Spangler noted that he had passed on this input for Blue Spruce and Verges Memorial Park to staff. He explained that there were a few things that were broken as well as a few things that were potential hazards. He noted that he had not been able to get out to Hawk Meadows because of the rain.

Commissioner Vukelich stated that he was astounded at what a tremendous park Goodview Park is and how much is available there. He stated that there are some sections of the black plastic around the perimeter that are cracked. Assistant City Administrator Saxe asked that he e-mail the pictures to him and he can pass them along to Public Works.

Commissioner Bergan noted that she thinks Banta Park needs some sort of equipment added and noted that that the Lions Park equipment appears discolored.

Assistant City Administrator Saxe noted that Commissioner Hobson had sent him an e-mail with her park input. He explained that she found some inappropriate things carved into the slides at Tolzmann Park. He stated that he also received a voicemail a few weekends ago about a port-a-potty on Ashton Park that was tipped over which Public Works has taken care of. He noted that one thing he neglected to mention during the discussion about Arbor Day, was a group of confirmation students that did some mulching around trees. He noted that City Administrator Linwood had taken pictures of the activity which they will share with the community.

Assistant City Administrator Saxe stated that he had pulled up the PAC Bylaws, as requested and gave an overview of the information included in the Bylaws. Commissioner Vandenhuevel noted that it would be nice to have a bit of clarification about the scope of what is expected from the PAC. Assistant City Administrator Saxe noted that he will send the Commission a copy of the Bylaws and will look into the document referenced by Chair Spangler from 2018 about the PAC's authority and powers.

Commissioner Vandenhuevel suggested two future agenda item topics: grants and ADA opportunities.

ADJOURN

A MOTION WAS MADE BY MEMBER SPANGLER, SECONDED BY MEMBER VANDENHUEVEL, TO ADJOURN THE MAY 2, 2022 MEETING OF THE WYOMING, PARK ADVISORY COMMISSION AT 7:37 PM

Voting Aye: Spangler, Vandenheuvel, Bergan, and Vukelich

Voting Nay: None

Abstain: None

Absent: Hobson

NEXT MEETING:
JUNE 6, 2022
7:00PM

May 16, 2022

Mr. Robb Linwood
City Administrator
City of Wyoming
26885 Forest Blvd
Wyoming, MN 55092

Dear Robb,

Please accept this letter as notice of my resignation from my position as commissioner on the Park Advisory Commission. I will not be attending further meetings.

I have been accepted to the Master of Business Administration program at Hamline University, and while I am excited to further my education, it means I will need to make myself more available for my coursework.

It saddens me that my time on the Park Advisory Commission has been so short, but I am grateful for the opportunity to have been more involved in the community and to have met the wonderful people that help operate our city.

Sincerely,

Lindsay Hobson



Park Advisory Commission Memo

Date: June 3, 2022

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Swenson Park phase two

Method: New Business

Background Information:

At the April Park Advisory Commission meeting, it was discussed that Swenson Park has a phase two for park upgrades and currently lacks playground equipment for older aged kids. The Commission felt it was a priority to finish the upgrades at Swenson Park by installing more age appropriate playground equipment. Staff were directed to get quotes to purchase and install playground equipment for older aged children for Swenson Park.

City staff met with Minnesota-Wisconsin Playground to better understand the scope of phase two. Staff went out to Swenson park with the vendor and showed them the site and talked about feasible options for playground equipment. They took the info that staff provided them and began working on a quote for equipment. At that meeting, staff were informed that they have the State Bid contract and can offer the lowest price. Minnesota-Wisconsin Playground provided a quote for equipment priced at \$31,988.10 and an installation quote of \$12,425.00 for a total of \$44,413.10.

This equipment is a ropes adventure structure. The vendor has provided a sketch plan and several 3-D images to view the equipment. This addressed the need for the older kids and provides a unique and fun design.

Recommendation:

To recommend the City Council approve the purchase of playground equipment and installation services from Minnesota-Wisconsin Playground in the amount of \$44,413.10.

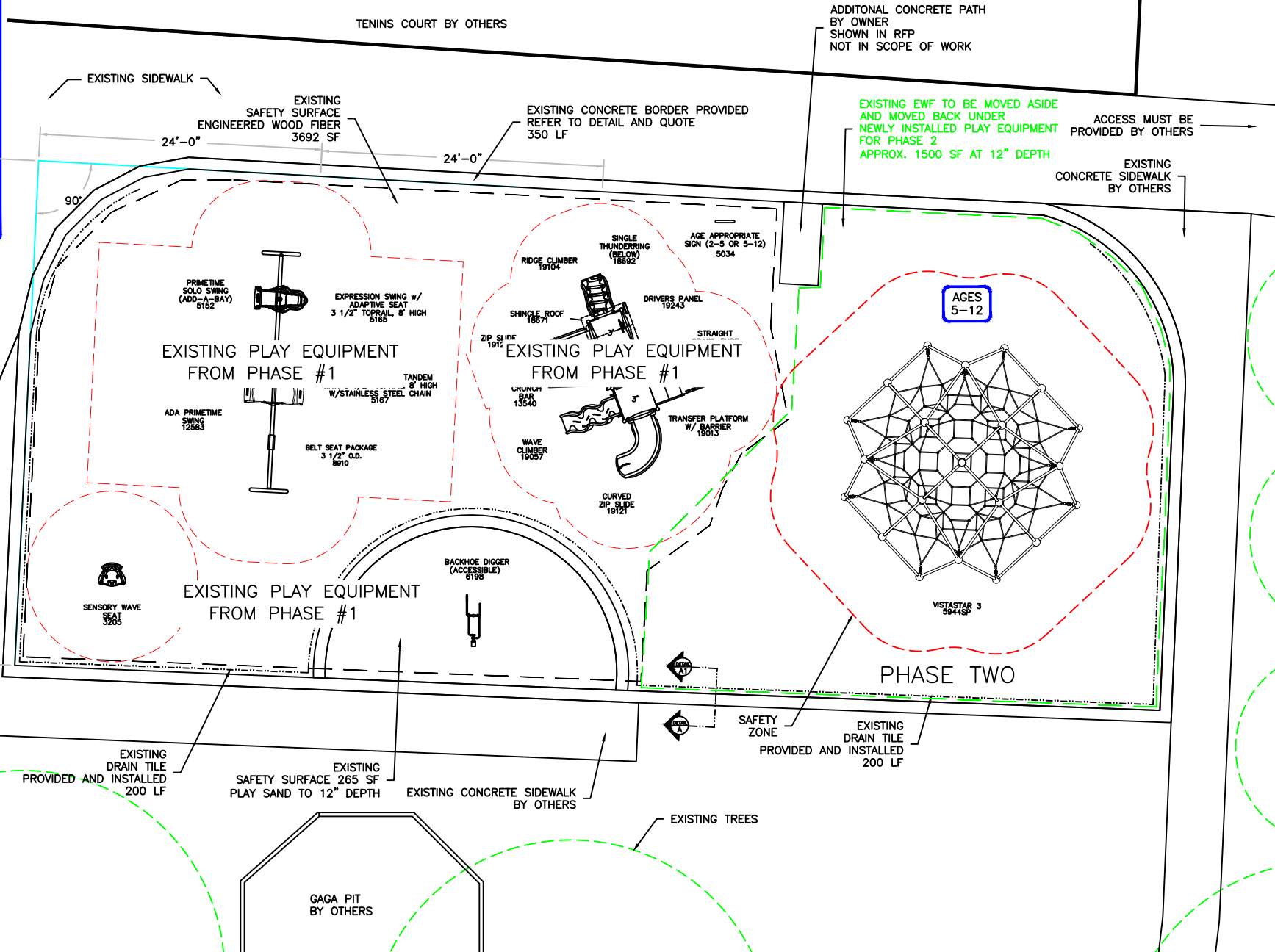
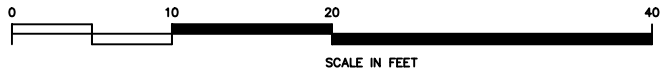


CITY OF WYOMING

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

While it is our intention to install your playground in a safe and timely manner, our success relies on your preparedness. Site preparation and grading to be performed by others and prior to installation. Slope within the play area(s) shall not exceed 1% to ensure a successful installation and a compliant playground. Drain tile systems other than within 4' of the perimeter along drain aggregate base material may require installing after the installation of the play equipment and must be coordinated with installation of safety surface materials. Failure to prepare site(s) to these expectations may result in additional charges if installer is required to re-mobilize. Please contact MN WI Playground if you have any questions.

MAXIMUM DEPTH OF SAFETY SURFACE AND DRAIN AGGREGATE BASE SHOULD NOT EXCEED AN 18" DEPTH AND SHALL NOT BE INSTALLED UNTIL PLAY EQUIPMENT HAS BEEN INSTALLED



SCALE: 1" = 12'-0"

THIS PRINT IS THE PROPERTY OF MINNESOTA WISCONSIN PLAYGROUND INC. AND IS NOT TO BE USED, COPIED OR REPRODUCED WITHOUT THEIR EXPRESSED WRITTEN PERMISSION.

Mfg. By:



Sold & Distributed By:



THIS PLAN REQUIRES A FINISHED GRADE RESOLUTION

P.O. Box 27328, Golden Valley, MN 55427
763-546-7787 1-800-622-5425
Fax 763-546-5050
E-Mail info@mnwiplay.com

Swenson Park - Phase 2

Wyoming, Minnesota

5-25-22

DWG. D11270G (old D10015B4 INS)

















Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | jong@mnwiplay.com

05/26/2022
Quote #
102656-01-03

CONSULTANT: JON GILBERTSON

City of Wyoming - Swenson Park Phase 2 - D11270G - M

City of Wyoming
Attn: Chuck Almhjeld
26490 Faxton Ave.
Wyoming, MN 55092
Phone: 651-462-0580
calmhjeld@wyomingmn.org

Ship to Zip 55092

Quantity	Part #	Description	Unit Price	Amount
1	5944SP	GameTime - VistaStar 3	\$22,565.00	\$22,565.00
1	161290	GameTime - Geo-Textile 2250 Sqft Roll	\$975.00	\$975.00
			Sub Total	\$23,540.00
			Material Surcharge	\$3,339.62
			Freight	\$5,108.48
			Total	\$31,988.10

This quotation is subject to current Minnesota/Wisconsin Playground (MWP) policies as well as the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Minnesota/Wisconsin Playground.

Each quote is handled on a per order/project basis. Unless a long-term agreement is in place between purchaser and MWP, terms and conditions of this quotation shall be as outlined herein with no other requirements applicable.

Indemnification; Owner/Owner's Representative will indemnify and hold Minnesota Playground, Inc., dba, Minnesota Wisconsin Playground (MWP), harmless for all claims, damages and related costs, including reasonable legal fees and costs, arising out of Owner/Owner's Representative's negligence or noncompliance with any of its commitments under this document. MWP will indemnify and hold Owner/Owner's Representative harmless for all claims, damages and related costs, including reasonable legal fees and costs, arising out of MWP's negligence or noncompliance with any of its commitments under this document.

Excusable Delays/Additional Costs: MWP, and/or its affiliates, shall be liable for default unless delay of performance, whether supplying materials only or including installation in accordance with our project scope, is caused by an occurrence beyond reasonable control of MWP, and/or its affiliates, such as, but not limited to, acts of Superior Force or the public enemy, acts of Government in either its sovereign or contractual capacity, fire, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, delays of common carriers (for transportation of goods whether raw materials or finished product) and attainability of raw materials. Such events resulting in additional costs are not included in quoted amounts and shall be the responsibility of the Owner/Owner's Representative. Any additional costs shall be provided in writing for purchaser's records and shall be due upon payment of invoice.

This quotation is subject to policies in the current Gametime Park and Playground catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Gametime, c/o Minnesota/Wisconsin Playground.

Each quote is handled on a per order/project basis. Unless a long-term agreement is in place between purchaser and GameTime, terms and conditions of this quotation shall be as outlined herein with no other requirements applicable.

Pricing: f.o.b. factory, firm for 15 days from date of quotation. If placing an order after expiration of quote, please contact our office for updated pricing. A tax-exempt certificate is needed at time of order entry for all orders whether from tax-supported government agencies or not. Sales tax, if applicable, will be added at time of invoice unless a tax exempt certificate is provided at time of order entry.





Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | jong@mnwiplay.com

05/26/2022
Quote #
102656-01-03

CONSULTANT: JON GILBERTSON

City of Wyoming - Swenson Park Phase 2 - D11270G - M

Materials Surcharge: due to the volatility in various industries such as, but not limited to, those supplying steel, a surcharge is needed to offset some of the excessive material costs being experienced in our industry, as well as others. This is being looked upon as a short-term necessity but no guarantees can be given that this surcharge will be removed in the near future. Once costs of materials have returned to the levels in recent history, the surcharge will be removed.

Payment terms: net 30 days for tax supported governmental agencies. Should this quotation be forwarded to an agency not listed on this quote, credit terms, as well as other terms and conditions herein, may be need to be altered. For instance, non-tax supported organization purchasing any or all products and/or services quoted herein may require full payment for that amount due at time of order entry. Remaining balance owed by tax supported agency, if any, shall still be net 30 days. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Unless already on file, please include a tax exempt certificate upon order entry whether a tax supported government agency or other.

GameTime Standard Product Shipment: order shall ship within ten to twelve weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required. Receipt of anything other than what is stated herein will not constitute an order and therefore no materials will be placed into production nor installation, if required, will be scheduled.

GameTime VistaRope Products Shipment: order shall ship within ten to fourteen weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit/full payment, if required. Receipt of anything other than what is stated herein will not constitute an order and therefore no materials will be placed into production nor installation, if required, will be scheduled.

Freight charges: Prepaid & added

Exclusions: unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders and drainage provisions.

Order Information:

Bill To: _____ Ship To: _____

Company: _____ Project Name: _____

Attn: _____ Attn: _____

Address: _____ Address: _____

City, State, Zip: _____ City, State, Zip: _____

Contact: _____ Contact: _____

Tel: _____ Tel: _____

Fax: _____ Fax: _____

Acceptance of quotation:

Accepted By (printed): _____ P.O. No: _____

Signature: _____ Date: _____

Title: _____ Phone: _____

Facsimile: _____ Purchase Amount: **\$31,988.10**





Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | jong@mnwplay.com

05/26/2022
Quote #
102656-01-04

CONSULTANT: JON GILBERTSON

City of Wyoming - Swenson Park Phase 2 - D11270G - I

City of Wyoming
Attn: Chuck Almhjeld
26490 Faxton Ave.
Wyoming, MN 55092
Phone: 651-462-0580
calmhjeld@wyomingmn.org

Ship to Zip 55092

Quantity	Part #	Description	Unit Price	Amount
1	INSTALL	Install - Move aside existing EWF and push back under new play equipment after install- 1500 SF at 12" depth Includes install of geotextile fabric.	\$3,515.00	\$3,515.00
1	INSTALL	Install - Installation of Play Equipment- Includes packaging material disposal. Does not include drainage or drain tile materials or install. Does not include site restoration. Does not include any concrete footings.	\$8,910.00	\$8,910.00
			Sub Total	\$12,425.00
			Total	\$12,425.00

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Excusable Delays/Additional Costs: MWP, and/or its affiliates, shall be liable for default unless delay of performance, whether supplying materials only or including installation in accordance with our project scope, is caused by an occurrence beyond reasonable control of MWP, and/or its affiliates, such as, but not limited to, acts of Superior Force or the public enemy, acts of Government in either its sovereign or contractual capacity, fire, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, delays of common carriers (for transportation of goods whether raw materials or finished product) and attainability of raw materials. Such events resulting in additional costs are not included in quoted amounts and shall be the responsibility of the Owner/Owner's Representative. Any additional costs shall be provided in writing for purchaser's records and shall be due upon payment of invoice.

Pricing: f.o.b. factory, firm for 15 days from date of quotation. If placing an order after expiration of quote, please contact our office for updated pricing. A tax-exempt certificate is needed at time of order entry for all orders whether from tax-supported government agencies or not. Sales tax, if applicable, will be added at time of invoice unless a tax exempt certificate is provided at time of order entry.

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102656-01-04

CONSULTANT: JON GILBERTSON

City of Wyoming - Swenson Park Phase 2 - D11270G - I

Payment terms: net 30 days for tax supported governmental agencies. Should this quotation be forwarded to an agency not listed on this quote, credit terms, as well as other terms and conditions herein, may be need to be altered. For instance, non-tax supported organization purchasing any or all products and/or services quoted herein may require full payment for that amount due at time of order entry. Remaining balance owed by tax supported agency, if any, shall still be net 30 days. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Unless already on file, please include a tax exempt certificate upon order entry whether a tax supported government agency or other.

GameTime VistaRope Products Shipment: order shall ship within ten to fourteen weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit/full payment, if required. Receipt of anything other than what is stated herein will not constitute an order and therefore no materials will be placed into production nor installation, if required, will be scheduled.

Freight charges: Prepaid & added

Installation: shall be by a Certified GameTime Installer. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs.

2021 Projects: Installations, whether for play equipment or other products of our scope as well as the related services they may be included with your project, typically start up around May 1st based on weather conditions, road restrictions, etc. Based on the issues being experienced within our own country, and worldwide, the start of a typical installation year may be jeopardized. Every effort will be made to work with your project time frame but the various shutdowns will have an effect on work performance throughout the year, not just starting up. Please telephone your company contact, or our office, to discuss your project further.





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05/26/2022
Quote #
102656-01-04

CONSULTANT: JON GILBERTSON

City of Wyoming - Swenson Park Phase 2 - D11270G - I

Project Scope:

Please note, installation is based on site being ready prior to our arrival to install play equipment as well as site conditions that have been conveyed to our organization by the owner/owner's representative and/or ideal conditions existing for a timely completion of your project as quoted. Unless addressed prior to the installation quote being issued or specifically mentioned herein, any issues that arise that impede the progress/completion of your project as quoted will result in additional charges.

Weather can change project scheduling in many ways. Take rain for an example. Day, or days, before rain... If weather forecasts show a high percentage chance for rain that will effect the site conditions, a postponement may be in order. Digging holes, laying certain surfacing materials, etc., are greatly affected by weather conditions and work may not begin/continue due to weather forecasts. There's the rain days themselves, which if heavy enough rainfall occurs, makes a site unworkable. Day, or days, after rain... Drying time will be needed after rain and the number of days needed will vary depending on amount of moisture received. One actual rain day may equal multiple delay days depending on work scheduled to be done.

+ INCLUSIONS +

- + One mobilization
- + Public utility locates only
- + Installation of equipment as outlined on quote # 102656-01-03
- + Marking and digging of footings holes to accept direct embedment supports as needed
- + Unpacking of play equipment
- + Assembly of play equipment
- + Concrete for footings as needed
- + Pouring of concrete for footings
- + Packaging material disposal
- + Construction tape/temporary bracing (as needed)
- + Standard insurance offerings
- + Standard warranty offerings
- + Standard industry accepted labor wages

- EXCLUSIONS -

- Clear access path up to and into play area for installation equipment (minimum of 8-foot wide, includes but not limited to gates, walkways, driveways, etc.)
- Staging area for materials and installation equipment, trailers, etc.
- Unobstructed space for maneuvering installation equipment as well as performing work
- Security fencing of any type
- If fencing is in place (by others), ability to unlock fencing is to be provided to our office a minimum of one week prior to our start
- Private utility locates such as, but not limited to, irrigation, fiber optics, private lighting, etc.
- Accepting, unloading and storage of order(s)/shipment(s) prior to installation. Please note, orders can be packaged/shipped in large crates, pallets, etc., requiring heavy-duty equipment to unload.
- Sitework of any kind such as, but not limited to, grading (play area to have max slope of 1%), site restoration, drainage, etc.
- Removal of existing play equipment, border, safety surfacing, etc.
- Backfill and compaction of backfill after removal of existing items (for footing holes as an example) that leave voids in area (marking and digging of new footing holes based on workable site)
- Digging in compacted sub-surfaces, rock, hard pan, tree roots, unstable soil conditions, etc.
- Restoration of compacted sub-surfaces for playground surfacings such as, but not limited to, poured-in-place rubber, rubber tiles, artificial turf, etc.
- Digging/maneuvering in sand, pea gravel, mud, etc.
- Offsite removal of spoils from footing holes (can be stockpiled near play area for owner/owner's representative removal or spread within play area)
- Playground safety surfacing
- Border to help contain playground safety surfacing
- Removal of temporary braces, caution/construction tape, etc. (Can be removed and disposed of after concrete has cured.)
- Bonding of any type
- Permits of any kind
- Prevailing, Davis Bacon, Union, or similar, wages





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CONSULTANT: JON GILBERTSON

City of Wyoming - Swenson Park Phase 2 - D11270G - I

- Restroom facilities. Please provide access to restrooms whether within a building or portable style. Should use of site facilities not be available, additional charges will be required to bring on site temporary/portable restrooms. These temporary facilities will be removed once your project has been completed.

- Short term maintenance, check manufacturer's owner's manual recommendations for maintenance and always follow these written instructions. To help set up short (and ongoing) term maintenance, use the first twelve months to regularly check equipment (such as, but not limited to, tightening hardware, checking moving features, etc.). Twelve months allows use in all seasons and will provide a better understanding of what will be necessary for your ongoing maintenance. This short term schedule will be based on the amount of use the play equipment is getting as well as the type of play event that is being played on. Activities with movement have a more dynamic play which can lead to more maintenance due to the nature of the motion but also because these types of play events tend to be more popular. Static features may require less attention during the short term and ongoing maintenance as inspections will determine frequency of maintenance needed for these events. There may be a need for scheduled lower and higher frequency inspections.

- Ongoing maintenance, check manufacturer's owner's manual recommendations for maintenance and always follow these written instructions. After short term maintenance period is done and data is collected for that time period, an ongoing schedule should be implemented. The ongoing maintenance can change with age and greater use. There may be a need for scheduled lower and higher frequency inspections.

Should weekend work be necessary or non-standard hours be worked, please provide a site contact and the best telephone number to reach this person in case an urgent matter arises requiring immediate attention.

(Name) _____

(Cell) _____

(Other Telephone Number) _____

Wet Site Conditions: installation areas located near wetlands, where a high water table exists or in any environment that produces excessive moisture will require additional planning prior to installation of your project. Unless excessively wet conditions have been conveyed prior to installation quote and accounted for in some manner, your installation will not proceed. Ideal dry conditions need to be present to begin, and complete, your project as quoted.

Exclusions: unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders and drainage provisions.

Order Information:

Bill To: _____ Ship To: _____

Company: _____ Project Name: _____

Attn: _____ Attn: _____

Address: _____ Address: _____

City, State, Zip: _____ City, State, Zip: _____

Contact: _____ Contact: _____

Tel: _____ Tel: _____

Fax: _____ Fax: _____





Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | jong@mnwiplay.com

05/26/2022
Quote #
102656-01-04

CONSULTANT: JON GILBERTSON

City of Wyoming - Swenson Park Phase 2 - D11270G - I

Acceptance of quotation:

Accepted By (printed): _____ P.O. No: _____

Signature: _____ Date: _____

Title: _____ Phone: _____

Facsimile: _____ Purchase Amount: **\$12,425.00**





Park Advisory Commission Memo

Date: June 3, 2022

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Railroad Park Buy-A-Brick

Method: New Business

Background Information:

The Railroad Buy-A-Brick program is a donation program to support the Wyoming Railroad Park Project. This project includes a history walk, a Veteran's Memorial and a trailhead. The city provides two options for buying a brick:

- “Become a part of the project by buying a brick for yourself or loved ones with your name on it.”
- “Veterans Memorial: Purchase a brick that will become a part of the project and leave a lasting memory! Honor a veteran by buy a brick for the veterans memorial with their name and military branch on it.”

Initial discussions suggested that the bricks being bought that are not designated for a Veteran will be used on the ground or around the park and that the Veteran's specified bricks will be used in the memorial in some way. This is still being determined as WSB works on the phasing and construction approaches. To date the city has raised \$4,200 through the Buy-A-Brick program.

At the last Park Advisory Commission Meeting the Commission voted to have WSB work on getting updated construction costs, explore a phased construction approach and perform more community engagement for the Railroad Park Project. For clarification, through the city's social pinpoint there was feedback already gathered for Railroad Park as part of the Master Park and Trail Plan. To ensure the park encompasses what residents want, WSB will be creating a separate social pinpoint specifically for the Railroad Park project and holding an open house for the project.



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: June 3, 2022

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Park funds and contracted services

Method: New Business

Background Information:

To keep the Park Advisory Commission informed, a park commission member asked to be provided actual dollars spent on equipment/installation for each park over the past ten years. At this time, staff is unsure if ten years of data is available. If this is something that would be useful and helpful, staff can pull together information that is available for the July meeting, if desired by the board.

The other question that was raised by a park commission member was what services WSB provides for parks. The park projects WSB has been a part of are as follows: The Swenson Park site plan and grant application, The Railroad Park concept design, planning and engagement for the redevelopment of that park and they have provided analysis and systemic approaches to the Park and Trail Master plan for the city's park system.



CITY OF WYOMING

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Park Advisory Commission Memo

Date: June 3, 2022

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: New July Meeting Date

Method: New Business

Background Information:

At the first meeting of the year the calendar of meetings was set by the Park Advisory Commission. For the month of July, the meeting date was moved from July 4th to July 11th due to the Fourth of July holiday.

City staff have conflicts on Monday, July 11 and would ask the Park Advisory Commission to consider moving the July meeting to Tuesday, July 12th at 6pm at City Hall.

Recommendation:

To consider rescheduling the July PAC meeting to Tuesday, July 12, 2022 at 6pm at City Hall.



CITY OF WYOMING

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Park Advisory Commission Memo

Date: June 3, 2022

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Railroad Park Community Engagement Update

Method: Communications

Background Information:

At the last Park Advisory Commission Meeting, the Commission voted to have WSB work on getting updated construction costs, explore a phased construction approach and perform more community engagement for the Railroad Park Project.

WSB has finished the social pinpoint page specifically for the Railroad Park project and will be doing some community engagement at the annual Touch-A-Truck event on June 4th.



CITY OF WYOMING

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Wyoming Park Stewards

Responsibilities:

- Check in on park minimally once a month (During the summer a couple times a month)
- Check for any maintenance that may need to be done and inform staff of issues
- Ask residents/park users what they want to see and give them staff contact info if they have questions
- Provide an update on park condition at each PAC Meeting
- These assignments will change on an annual basis.

City Park- (14)	Assigned Park Commissioner
Ashton Park	Heather
Banta Park	Jessica
Blue Spruce Park	Bruce S.
Centennial Park	Bruce V.
Comfort Park	Bruce S.
Fireside Park	Heather
Goodview Park	Bruce V.
Hawk Meadows	Bruce S.
Lion's Park	Jessica
Railroad Park	Bruce V.
Swenson Park	Heather
Tolzmann Park	Heather
Vergas Park	Jessica
Vergas Memorial Park	Bruce S.

Totals:

Bruce S.- 4
Bruce V.- 3
Heather- 4
Jessica- 3