

**AGENDA
PARK ADVISORY COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
NOVEMBER 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 October 11, 2022

OLD BUSINESS:

NEW BUSINESS:

2. Veteran's Memorial Discussion
3. Future Grant Opportunities

COMMUNICATIONS:

4. Swenson Park Playground
5. Public Works Park Maintenance Report
6. Park Steward Updates

ADJOURN

**NEXT MEETING:
December 5, 2022
7:00PM**

DRAFT MINUTES
WYOMING PARK ADVISORY COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
OCTOBER 11, 2022
6:00PM

CALL TO ORDER:

Vice Chair Bergan called the Regular Meeting of the Wyoming Park Advisory Commission for October 11, 2022 to order at 6:00PM

CALL OF ROLL:

On a Call of the Roll the following members of the Wyoming Park Advisory Commission were present:

Members: Heather Vandenheuvel, Jessica Bergan, Bruce Vukelich, Rick Ahartz, and Claire Luger, Council Liaison

Absent: Bruce Spangler

Also Present: Alex Saxe, Assistant City Administrator

Visitors: None

DETERMINATION OF A QUORUM:

Vice Chair Bergan 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 September 12, 2022

A MOTION WAS MADE BY MEMBER AHARTZ, SECONDED BY MEMBER VANDENHEUVEL, TO APPROVE THE PARK ADVISORY COMMISSION MINUTES FROM THE SEPTEMBER 12, 2022 MEETING.

Voting Aye: Vandenheuvel, Bergan, Vukelich, and Ahartz

Voting Nay: None

Abstain: None

OLD BUSINESS:

NEW BUSINESS:

2. Discussion on utilizing the Park and Trail Master Plan

Assistant City Administrator Saxe informed the PAC that the Park and Trail Master Plan will be going to City Council for adoption next week. But the PAC can start using the plan to guide future park development. Staff is looking for discussion and direction on new park improvements using the master plan.

Member Ahartz asked if work on Railroad Park will start next year.

Assistant City Administrator Saxe clarified that staff is exploring the phased approach and the hope would be to start phase one next spring.

Member Bergan was in favor of looking at the recommendations in the plan and doing some small noticeable improvements through the parks versus one large project that could take a while.

Member Vukelich ran through the assessment of current parks and thought it would be best to start looking at the parks that are rated the poorest.

Member Vandenheuvel stated that minor improvements to Fireside is not what people want to see. That park needs a whole redevelopment. She asked if there has been discussion on connecting the parks on the west side by a trail.

Assistant City Administrator Saxe said there was, but the development that is between Fireside and Lion's will not allow a trail and the rest of the area is heavy wetlands, so there are not a lot of options. Safer walkability around Kettle Blvd is something that the city hopes to address in the future.

Member Vandenheuvel asked if there were some more concrete dollar amounts for these park improvements. The PAC looked at the Master Plan that laid out possible cost estimates for the improvements at Fireside.

Assistant City Administrator Saxe explained the annual budget for parks and what the available funds are that the city has to work with.

Council Liaison Luger stated that in the past staff have brought grants forward that would be good fits for park projects. She suggested that grants drive the determination of improvements.

The commission had some discussion on possible grants related to ADA, sensory friendly, and playground/outdoor recreation. Staff will plan to bring some possible grants forward at a future meeting and discuss what the city could apply for.

The PAC provided direction to staff to bring back some grant opportunities the city could apply for and let that drive the direction of park improvements.

COMMUNICATIONS:

3. Park Steward updates

Member Bergan did not have any updates.

Member Vandenheuvel did not have any updates.

Member Ahartz stated he thinks the benches at Hawk Meadows should be replaced and maybe some more added. He spoke with some residents who really enjoy our parks.

Member Vukelich stated there are a couple of wobbly benches in Goodview and a picnic table that is not chained down.

Assistant City Administrator Saxe provided an update on the Little Free Library Eagle Scout project. There is an individual interested and staff will be in contact with them and keep the Commission informed if they choose to move forward with the project.

Assistant City Administrator Saxe provided an update Swenson Park Playground Equipment was delivered and is set to be installed on October 20th. The park will be closed a few days prior to get it ready for installation.

Assistant City Administrator Saxe provided an update on the Emerald Ash Borer Program. Back in February the city was awarded a grant to remove Emerald Ash Borer diseased trees. Staff recently met with Hugo Tree Service and they will begin removing 10 ash trees and planting new diverse species within the next few weeks. They will also have an EAB Management plan written for staff to provide to residents by the end of the month.

Assistant City Administrator Saxe provided an update that the city just purchased some new picnic tables, garbage cans and dog waste stations for the parks.

ADJOURN

A MOTION WAS MADE BY MEMBER VANDENHEUVEL, SECONDED BY MEMBER VUKELICH, TO ADJOURN THE OCTOBER 11, 2022 MEETING OF THE WYOMING, PARK ADVISORY COMMISSION AT 6:37 PM

Voting Aye: Vandenheuvel, Bergan, Vukelich, and Ahartz

Voting Nay: None

Abstain: None

NEXT MEETING:
NOVEMBER 7, 2022
7:00PM



Park Advisory Commission Memo

Date: November 4, 2022

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Veteran's Memorial

Method: New Business

Background Information:

At the September PAC meeting it was discussed to take a phased approach to the Railroad Park redevelopment project. The first phase would be the Veteran's Memorial and the goal would be to start this phase in the Spring of 2023. There are many details that need to be discussed before then. Items that need to be addressed are: Number of flagpoles, materials, etc. Along with a number of considerations such as: Space restrictions and funding.

WSB has provided some renderings specific to the Veteran's Memorial while taking into consideration the size of the area.

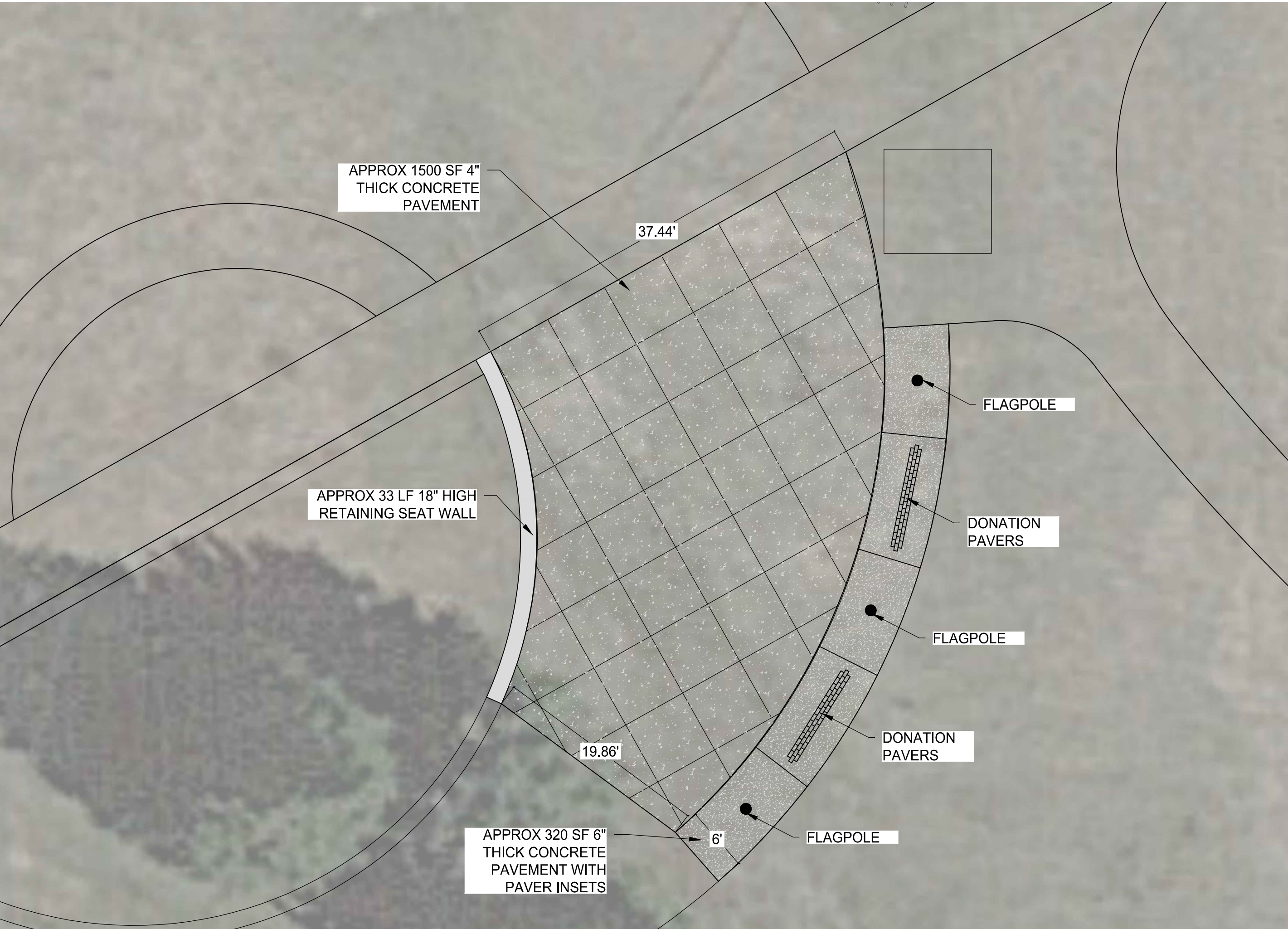
Recommendation:

Staff is looking for discussion and direction on how to proceed with planning this first phase.



CITY OF WYOMING

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APPROX 1500 SF 4"
THICK CONCRETE
PAVEMENT

37.44'

APPROX 33 LF 18" HIGH
RETAINING SEAT WALL

19.86'

APPROX 320 SF 6"
THICK CONCRETE
PAVEMENT WITH
PAVER INSETS

6'

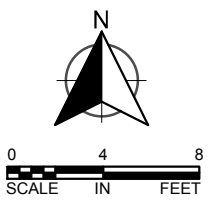
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Park Advisory Commission Memo

Date: November 4, 2022

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Future grant opportunities

Method: New Business

Background Information:

With limited funding sources, staff were directed to put together a list of potential grant opportunities to explore for city parks and trails. Staff have broken the grants into categories and have provided due dates or typical grant cycles.

Grant Category	Grant Name	Agency	Due Date (Cycle)
Playground	None specified	St. Croix Recreation	
Playground	Annual Playground Grant	Gametime	Every September
Recreation	Outdoor Recreation	MN DNR	March
Trails	Local Trail Connections Program	MN DNR	March
Trails	Federal Recreational Trail Grant Program	MN DNR	February
Cultural & Heritage Grants	Legacy Grants	MNHS	Grants under \$10,000 due Quarterly
Livable Communities	AARP Community Challenge	AARP	Late Spring
Recycling	Crush it Grants	Can'd Aid	Ongoing
Veteran's	Veteran's Memorial Grant	MN Dept of Administration	October

Recommendation :

The recommendation is to have discussion on which grants might be the best fit and give further direction to staff.



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Communication

Date: November 4, 2022

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Swenson Park playground

Method: Communication

Background Information:

On Tuesday, October 25 the contractor finished installing the new playground equipment at Swenson Park. Below is a picture.



CITY OF WYOMING

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Public Works Report

Date: November 7th, 2022

Chair Spangler and Park Advisory Commission Members

Public Works Report for November 7th, 2022 Meeting

The parks have been picked up for winter, some garbage cans removed and the satellite restrooms have been removed. There will be two restrooms at the hockey rink again this year.

I have a meeting with Chisago County and Xcel Energy the 15th of November to discuss putting street lights up on the regional trail. This would allow the City to put up flags and Christmas decorations.

The new playground equipment is completed at Swenson Park.

I ordered 6 ADA steel picnic tables, 11 dog waste stations and 11 garbage cans and they have started to arrive. We will assemble everything and install them in the spring. We have found aluminum planks for the old picnic table frames and we will be looking at replacing the wood with them in 2023.

The 10 ash trees have been removed for the 2022 season and the new trees will be installed today and Wednesday for the 2022 grant funding. The tree collector app is finished and we will be documenting the maintenance for the next three years.

The slide replacement has not arrived for the Goodview Playground.

November 1st, we started putting lights on the Christmas trees in Railroad Park and will continue to set it up in November.

The winter trail, at the Lions Park, is scheduled to be mowed and picked up for the cross-country skiing.

I have sent in the renewal for Tree USA and applied for a Growth Award for the City of Wyoming.

Sincerely,

Chuck Almhjeld

Public Works Superintendent



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