

**AGENDA
PARK ADVISORY COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
MARCH 6, 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 Park Advisory Commission on items not on the current Agenda. Items requiring Park Advisory Commission action may be deferred to staff for research and future Wyoming Park Advisory Commission Agendas if appropriate."

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming Park Advisory Commission for February 6, 2023

OLD BUSINESS:

NEW BUSINESS:

2. Arbor Day 2023
3. Fireside Park Planning Discussion

COMMUNICATIONS:

4. Park Steward Updates

ADJOURN

**NEXT MEETING:
April 3, 2023
7:00PM**

DRAFT MINUTES
WYOMING PARK ADVISORY COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
FEBRUARY 6, 2023
7:00PM

CALL TO ORDER:

Chair Spangler called the Regular Meeting of the Wyoming Park Advisory Commission for February 6, 2023 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, Bruce Vukelich, Jessica Bergan, Heather Vandenheuvel and Rick Ahartz

Absent: None

Also Present: Alex Saxe- Assistant City Administrator and Brett Ohnstad- Council Liaison

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 “Special Meeting” of the Wyoming Park Advisory Commission for January 9, 2023

A MOTION WAS MADE BY MEMBER VANDENHEUVEL, SECONDED BY MEMBER VUKELICH, TO APPROVE THE PARK ADVISORY COMMISSION MINUTES FROM THE JANUARY 9, 2023 MEETING, AS SUBMITTED.

Voting Aye: Spangler, Vukelich , Bergan, Vandenheuvel, and Ahartz

Voting Nay: None

Abstain: None

OLD BUSINESS: NONE

NEW BUSINESS:

2. Veteran’s Memorial Professional Services Agreement with WSB

Assistant City Administrator Saxe explained that over the past two years the City has been working with WSB on the concept for Railroad Park. He explained that last summer that Commission decided to do a phased approach to the park redevelopment. Over the past several months the Commission have been working on a final design of the Veteran’s Memorial phase. Staff is asking the commission to make a recommendation to City Council to enter into a professional services agreement with WSB to

complete the final design of phase 1 and manage the quote and bid packages for construction. Anticipated construction would start this spring and would not exceed \$100,000.

Member Vandenheuvel asked if there are alternatives to this agreement with WSB.

Assistant City Administrator Saxe stated the project up to this point has been a concept design. The proposal would have WSB do final plans and specs as the engineer and then manage the bidding process for construction bids. He stated the alternative would be to have staff do this, which there is not the capabilities to do this in-house. They could recommend looking for another company, but WSB has been doing the leg work on this project.

Member Ahartz asked when the final design will be done.

Assistant City Administrator Saxe stated they will start right after the City Council meeting tomorrow if approved. The hope is to get construction bids out this month to have a chance to break ground this spring.

Member Ahartz asked if materials would be delivered on time.

Assistant City Administrator Saxe stated that would be determined in the bids from contractors if they feel they can procure all the materials they need in a timely manner.

Member Vandenheuvel asked if WSB provides any regular updates for where they are at in the process and their cost breakdown.

Assistant City Administrator Saxe stated they do list their costs on invoices. He said in total WSB has charged the city around \$20,000 total for the concept, public engagement and final design. They provide staff updates of where they are in the process and staff will communicate that to the public.

A MOTION WAS MADE BY MEMBER VUKELICH, SECONDED BY MEMBER BERGAN, TO RECOMMEND THE CITY COUNCIL APPROVE THE PROFESSIONAL SERVICES AGREEMENT FOR THE VETERAN'S MEMORIAL WITH WSB

Voting Aye: Spangler, Vukelich, Bergan, Vandenheuvel, and Ahartz

Voting Nay: None

Abstain: None

3. 2023 Goal Setting Session

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 2022 goals and potential goals for 2023. The Commission agreed that the goals that were not accomplished in 2022 should remain goals in 2023. The Commission then added a few new goals for 2023. The goals recommended to City Council are as follows:

1. Park and Trail Development

- Railroad Park fundraising and phasing
- Utilizing the Master Park and Trail Plan to drive future park redevelopment
- Explore park development in phases
- Planning for Fireside Park Redevelopment- Concept Plan by end of year
- Updated parks map for residents
- Explore ways to connect City parks and trails (Crossing busy areas)
- Continue to upgrade wooden picnic tables to aluminum

2. Community Engagement and Partnership

- Hold more sustainability oriented events
- Provide community updates on major projects
- Create QR Codes and have at each park for residents to submit comments/suggestions

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
- Included more communication about parks and PAC in the quarterly and weekly newsletters
- Create a directory of City parks based on activities
- When doing park walk-throughs engage residents at the parks and gather feedback

4. Tree Board

- Maintain Tree City USA status
- Arbor Day Tree Planting

5. GreenStep City

- Achieve step 3 of the program
- Look for ways to further sustainability efforts (Compost Bins/Rain Barrels)

The commission come to a consensus to recommend these goals to the City Council

COMMUNICATIONS:

4. Emerald Ash Borer Management Plan

Assistant City Administrator Saxe provided the EAB Management Plan that staff put together with Hugo Tree Care that was a part of the EAB Grant the city was awarded last spring. This spring staff will be working with Hugo Tree Care to identify, cut, and replace 10 more trees that are infected with EAB.

5. Spring Medallion Hunt

Assistant City Administrator Saxe provided a brief update on the annual spring 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.

6. Park Steward Updates

Assistant City Administrator Saxe- Provided an update on the warming house and ice rink at Swenson Park. The City hired a part-time warming house attendant, but the weather conditions have been less than ideal this year. The rink remains open, but the end of the season is approaching. The City will be posting summer seasonal positions in a few weeks.

Chair Spangler Noted there was heavy snowmobile traffic in Fireside. He is not sure if there is a trail around there.

Member Vandenheuvel Did not have any updates.

Member Ahartz Did not have any updates.

Member Vukelich Did not have any updates.

ADJOURN

A MOTION WAS MADE BY MEMBER VANDENHEUVEL, SECONDED BY MEMBER AHARTZ, TO ADJOURN THE FEBRUARY 6, 2023 MEETING OF THE WYOMING, PARK ADVISORY COMMISSION AT 7:52 PM

Voting Aye: Spangler, Vukelich, Bergan, Vandenheuvel, and Ahartz

Voting Nay: None

Abstain: None

NEXT MEETING:
MARCH 6, 2023
7:00PM



Park Advisory Commission Memo

Date: March 3, 2023

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Arbor Day 2023

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 is planning a Tree Planting on Saturday April 29, 2023 at Centennial Park from 10am-12pm. Details are still being finalized, but will be communicated when they are final.

Recommendation:

Proclaim Friday April 28, 2023 as Arbor Day in Wyoming, Minnesota.



CITY OF WYOMING

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



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 28, 2023, as:

ARBOR DAY

Bruce Spangler
Chair



Park Advisory Commission Memo

Date: March 3, 2023

Presented to: Park Advisory Commission

Presented by: Alex Saxe, Assistant City Administrator

Department: Administration

Reference: Fireside Park Planning Discussion

Method: New Business

Background Information:

Last fall the City adopted the Park and Trail Master Plan. This document is a guide to follow for future park development/redevelopment. One of the 2023 goals for the PAC is to create a plan for redeveloping Fireside Park. In the Master Plan this is one of the lowest rated parks and needs some upgrades. Staff have provided the pages from the Master Plan that pertain to Fireside Park and the suggested amenities that could be included in the park redevelopment.

Recommendation:

Brainstorm possible amenities and provide direction to staff to start working on a plan.



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SITE ASSESSMENTS

Parks with higher service levels and better trail access and design character tend to have a higher use by the community. Parks with lower service level rankings not only can have lower use, but this will often times lead to vandalism and other undesirable activities.

Each individual park was visited and evaluated to determine how well the park meets the recreational needs of its users based on design standards, condition, age, and accessibility. The scores were then tabulated and averaged. The assessments help identify parks that have liability issues or other needs that are more immediate. In some cases, minor improvements will increase the park ranking to a higher level, in other cases the park may need a complete redevelopment.

Assessment Ranking Legend	
HIGH QUALITY - Meets or Exceeds Service Level, High Quality, Newer	75% +
GOOD - Meets Expected Service Level, Mid to Newer Range in Age	50-75%
MINIMAL - Meets Basic Service Level, Mid to Older Range in Age	25-50%
Poor - Not Meeting Service Level, Older in Age or Outdated	< 25%

Park Assessment Rankings			
Park Name	Classification	Acreage	Ranking
Ashton	Neighborhood Park	0.4	33%
Asian Acres	Undeveloped	3.27	N/A
Banta	Neighborhood Park	5.42	44%
Blue Spruce	Neighborhood Park	3.75	51%
Centennial	Special Use	0.6	33%
Comfort	Neighborhood Park	3.3	58%
Fireside	Neighborhood Park	12.42	5%
Goodview	Community Park	14.75	70%
Hawk Meadows	Open Space Park	2.6	33%
Liberty Ponds	Undeveloped	8	N/A
Lions	Neighborhood Park	2.8	58%
Railroad	Special Use (undeveloped)	0.5	N/A
Sunrise Ridge	Undeveloped	0.42	N/A
Swenson	Neighborhood Park	4.45	74%
Tolzmann	Neighborhood Park	7.9	26%
Verges	Mini-Park	0.22	N/A
Verges Memorial	Neighborhood Park	1.24	20%
Whitetail Ridge	Open Space Park	22.92	N/A

RECREATION TRENDS ANALYSIS

Trail use continues to be a major recreation trend nationwide, with the most popular outdoor activities being running, jogging and biking. This holds true for Wyoming with the primary comments through public engagement focused on trails. The Sunrise Prairie Regional Trail is highly popular and many are anticipating the future connection to the Swedish Immigrant Trail. There were also comments related to the natural winter trails at Lions Park and Hawk Meadows Park, which are also valued.

RECREATION TRENDS

ORGANIZED SPORTS

There have been shifts in some organized sports over the past decade. Football and baseball are seeing decreased participation rates while field sports, such as soccer, lacrosse and rugby, are increasing in participation. According to the NRPA, the pandemic increased the overall decline in organized athletics with approximately 3 in 10 youth not returning to organized sports.



PICKLEBALL

Nationwide there is an increased pressure for pickleball courts with the rise in its popularity not only for senior demographics, but with younger participants as well. This activity is popular for the fitness aspect but also for socializing. Pickleball is most successful in locations where noise is not a significant factor and where the court layouts can accommodate multiple groups with spaces for socializing.



CANINE COMPANIONS

Park and trail users are showing a higher interest in canine companions and bring them to parks, community events and programmed activities. Along with this use comes the increased demand for dog parks, particularly ones that have water bodies to allow dogs to play, cool off and train for retrieving. The NRPA states that 68% of people stated dog-friendly policies affected their decision to buy or move.



UNIQUE & CHALLENGING EXPERIENCES

Other trends include a desire for more unique and challenging elements such as ninja warrior and fitness courses that appeal to older youth and adults (both indoor and outdoor). Residents are looking for variety and more unique experiences. Ensuring that park development does not take a “cookie-cutter” approach to development is important to meeting these needs.



COMFORT & CONVENIENCE

Comfort and convenience remain a top priority for recreation. Parks must be easy to access and restrooms remain a high demand for many users. Ensuring cell service and wifi accommodations with locations to charge smart devices is increasing in demand. This is especially a concern for locations where gatherings take place, such as rentable shelters. Shelters must also be able to adequately handle electrical needs without blowing a fuse since many users are unlikely to find city assistance on a weekend.



FOUR-SEASON RECREATION

With an increase in the overall desire to get out of the house for fitness and to connect with nature, many desire increased opportunities to recreate outdoors during all four seasons.

Wyoming residents currently value the winter trails at Lions and Hawk Meadows, as well as the snowmobile routes through the community. Fall and spring are also prime times to use trails and natural areas due to the more seasonable temperatures and lower issues with insects.



PROGRAMMING TRENDS

Some of the biggest trends related to successful recreation programming have to do with the overall convenience of attending the program (think beyond standard weekday hours), programs focused on community celebration, and the ability to try new activities. Wyoming events have met needs in terms of convenience and community celebration. Some events even attract visitors from other communities.

The NRPA provides examples of successful programs that included one program that allowed participants the ability to “sample” multiple sports at one event to encourage an interest for youth and adults. Another successful program was an event in Cottage Grove called a Pumpkin Chunkin Party that included showing up in costumes with a variety of methods to use and smash pumpkins. Keeping programs fun and interesting will continue to attract use.

The following are examples of some other popular programs.

- » Yoga with animals
- » Family fitness / challenge events (adventure races, etc.)
- » Try new activity (mountain biking, paddleboard, mini-golf, skiing, camping)
- » Board game night
- » Therapeutic recreation and fitness
- » Cultural events
- » HIIT cardio classes
- » Excursion trips - half to full day (kayaking, hiking, etc.)
- » Painting or yoga in the park



BARRIERS TO RECREATION

There are many barriers to recreation, many that were attributed to busy lifestyles with a lack of time. Since the onset of the pandemic, many more people worked from home and many also had kids at home who were no longer participating in organized sports due to restrictions. These restrictions resulted in a dramatic increase of park and trail users who were seeking a connection to nature, a method to get in exercise and enjoyed spending time with their kids. The previous barrier related to lack of time has since been altered as many people still choose to work from home and have continued to spend time outside recreating. It is unclear at this time if this will continue or if our busy lifestyles will be commonplace once more.

One of the more common barriers is a lack of awareness. With many new developments bringing in new residents, there is a lack of awareness of the current park and trail system.

There are many other factors beyond lack of awareness that can create barriers for participation in outdoor recreation but understanding the barriers will allow potential methods to overcome them.

BARRIERS TO PARTICIPATION IN RECREATION

- » Lack of leisure time
- » Programs are not offered at convenient times for working adults
- » Multitude of opportunities for leisure competing with parks and trails recreation
- » Lack of transportation or parks aren't easily accessible to participants (safe sidewalk routes)
- » Concerns about safety in the parks
- » Cost of entry (fees) and costs for specialized equipment (ex: mountain bikes, camping gear)
- » Lack of awareness of programs, parks, trails available for public use
- » Language barriers

Source: Greater Minnesota Regional Parks and Trails Strategic Plan



FIRESIDE

Address: 4354 - 251st St

Park Classification: Neighborhood

Size: 12.42 acres

DESCRIPTION

Neighborhood park along a rural road which is difficult to access by walking or riding bike. The park is very scenic with mature trees and natural resources. The developed larger portion of the site is only 1/4 acre and in poor condition, with the rest left natural.

AMENITIES

- Playground - very old, non-compliant equipment, sand surfacing and no border.
- Bench - 2 old wood benches
- Picnic tables - 1 old wood table
- Bike rack - metal, old
- Portable restroom enclosure
- No parking
- No trails or walks

RECOMMENDATIONS

It is recommended that a master plan be prepared with neighborhood input for full redevelopment. The park contains a large amount of undeveloped land which can account for some new recreation but with a focus on preservation and enhancement of natural resources and identifying a trail connection to the north. The site may be a potential location for relocation of disc golf, however, the site programming and design should be determined by the community.

Recommendations (options) and estimate:

Estimate of Probable Costs	
Description	Estimate
Removals / General Earthwork	\$100,000
New playground equipment, border and surfacing	\$90,000
Benches, picnic tables, bike racks (budget)	\$40,000
Parking lot (4-8 stalls)	\$50,000
Loop bituminous trail	\$80,000
Nature trails & simple boardwalks	\$75,000
Utilities (budgetary)	\$125,000
Picnic shelter - group	\$75,000
Restoration & landscaping, including native / pollinator	\$100,000
Optional: disc golf	\$35,000
TOTAL RANGE:	\$735-\$770K



Source: <https://gis.chisagocountymn.gov/Link/jsfe/index.aspx>