

AGENDA
WYOMING PARK ADVISORY COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
MARCH 1, 2021
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: NONE

Items under the "Consent Agenda" will be adopted with one motion; however, 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 1, 2021.

OLD BUSINESS:

2. Review of Equipment Repair planning

NEW BUSINESS:

3. Eagle Scout Projects: improvements for the Hawk Meadows Park Bridge and Park Stream Clean Up
4. The Park Advisory commission is being presented with project proposals from Andrew Frechette and Aidan Head who are attempting to achieve the boy scout rank of eagle scout. The eagle scout rank is achieved by the scouts proving that they have applied character, citizenship and scouting values in their daily lives. This includes a requirement to plan, develop and give leadership to others in a service project to their community. Their presentations outline projects that they have envisioned to fulfill this requirement. Both of these scouts have submitted their projects to City staff to review and staff they have been approved per the City's Scout volunteer policy. The Park Advisory Commission will be giving the City Council a recommendation for approval of the project.
5. Update on the 2021 Wyoming City Council Priorities

COMMUNICATIONS:

6. Open Park Advisory Commission Seat

ADJOURN

NEXT MEETING:
April 5, 2021
7:00PM



Date:
2/26/2021

To: Park Advisory Commission Members

Re: Staff Report

AGENDA

CONSENT AGENDA: NONE

Items under the "Consent Agenda" will be adopted with one motion; however, 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 January 4th, 2021.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming Park Advisory Commission for February 1, 2021.

OLD BUSINESS:

1. Review of Equipment Repair planning
Following up on requests from the prior meeting, staff have included attached materials overview financial history and projections for park maintenance.

NEW BUSINESS:

2. Eagle Scout Projects: improvements for the Hawk Meadows Park Bridge and Park Stream Clean Up

The Park Advisory commission is being presented with project proposals from Andrew Frechette and Aidan Head who are attempting to achieve the boy scout rank of eagle scout. The eagle scout rank is achieved by the scouts proving that they have applied character, citizenship and scouting values in their daily lives. This includes a requirement to plan, develop and give leadership to others in a service project to their community. Their presentations outline projects that they have envisioned to fulfill this requirement. Both of these scouts have submitted their projects to City staff to review and staff they have been approved per the City's Scout volunteer policy. The Park Advisory Commission will be giving the City Council a recommendation for approval of the project.

3. Update on the 2021 Wyoming City Council Priorities
The City Council recently identified their 2021 Council Priorities. Council Priorities that pertain to the Park Advisory Commission include:
 - Swenson Park ADA Grant Project Implementation
 - Veterans Memorial at Railroad Park
 - Increased Utilization of the Sunrise Trail

- Work to ensure Hawk Meadows shoe shoeing and cross country skiing has trails
- Walkability year round to promote fitness
- Walkability- ensuring new developments have trails included in plans

COMMUNICATIONS:

4. Open Park Advisory Commission Seat

There is an open seat for the Park Advisory Commission. The City will continue to share this opportunity through our website and social media channels.

ADJOURN

NEXT MEETING:
March ,1 2021
7:00PM

DRAFT MINUTES
WYOMING PARK ADVISORY COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
FEBRUARY 1, 2021
7:00PM

CALL TO ORDER:

Chair Spangler called the Regular Meeting of the Wyoming Park Advisory Commission for February 1, 2021 to order at 7:00 PM

CALL OF ROLL:

On a Call of the Roll the following members of the Wyoming Park Advisory Commission were present: Members Barb Williams, Bruce Spangler, Heather Vandenhoevel, and Claire Luger, Council Liaison

Absent: Sherry Schilling and Amy Buccanero

Also Present: Kelly Dumais, Assistant City Administrator, Chuck Almheld, Public Works Superintendent, and Lisa Iverson, Mayor

Visitors: None

DETERMINATION OF A QUORUM:

Chair Spangler determined a Quorum was present.

PLEDGE OF ALLEGIANCE:

OPEN FORUM: NONE

APPROVAL OF MINUTES:

A MOTION WAS MADE BY MEMBER WILLIAMS, SECONDED BY MEMBER VANDENHEUVEL, TO APPROVE THE PARK ADVISORY COMMISSION MINUTES FROM THE JANUARY 4, 2021 MEETING, AS SUBMITTED.

Member Williams noted a correction needed in the attendance.

A MOTION WAS MADE BY MEMBER WILLIAMS, SECONDED BY MEMBER SPANGLER, TO APPROVE THE PARK ADVISORY COMMISSION MINUTES FROM THE JANUARY 4, 2021 MEETING, AS AMENDED.

Roll Call Vote:

Voting Aye: Spangler, Williams, and Vandenhoevel

Voting Nay: None

Abstain: None

Absent: Schilling and Buccanero

OLD BUSINESS:

NEW BUSINESS:

2. Election of Park Advisory Chair, Vice-Chair

A MOTION WAS MADE BY MEMBER WILLIAMS, SECONDED BY MEMBER

VANDENHEUVEL TO APPOINT BRUCE SPANGLER TO SERVE AS CHAIR FOR 2021.

Roll Call Vote:

Voting Aye: Spangler, Williams, and Vandenheuve

Voting Nay: None

Abstain: None

Absent: Schilling and Buccanero

A MOTION WAS MADE BY MEMBER SPANGLER, SECONDED BY MEMBER VANDENHEUVEL TO APPOINT BARB WILLIAMS TO SERVE AS VICE-CHAIR IN 2021.

Roll Call Vote:

Voting Aye: Spangler, Williams, and Vandenheuve

Voting Nay: None

Abstain: None

Absent: Schilling and Buccanero

3. Appointment to the Joint Park/Planning Committee

A MOTION WAS MADE BY MEMBER SPANGLER, SECONDED BY MEMBER WILLIAMS, TO APPOINT BARB WILLIAMS AND HEATHER VANDENHEUVEL TO SERVE ON THE JOINT PARK/PLANNING COMMITTEE.

Roll Call Vote:

Voting Aye: Spangler, Williams, and Vandenheuve

Voting Nay: None

Abstain: None

Absent: Schilling and Buccanero

4. 2021 Meeting Dates

A MOTION WAS MADE BY MEMBER WILLIAMS, SECONDED BY MEMBER VANDENHEUVEL TO APPROVE THE 2021 MEETING DATES AS PRESENTED.

Roll Call Vote:

Voting Aye: Spangler, Williams, and Vandenheuve

Voting Nay: None

Abstain: None

Absent: Schilling and Buccanero

5. 2021 Goals and Initiatives

Assistant City Administrator Dumais reviewed the 2020 Park Advisory Commission priorities, what was achieved, and identified a few possibilities for the Commission to consider including in their goals for 2021.

The Park Advisory Commission discussed including a “buy a brick” program for Lions Memorial Park; highlighting each of the City parks via social media; Update the public on the Swenson Park plans; and Tree Board/Education/Arbor Day celebration options.

A MOTION WAS MADE BY MEMBER VANDENHEUVEL, SECONDED BY MEMBER SPANGLER, TO RECOMMEND THE CITY COUNCIL APPROVE THE 2021 GOALS AND INITIATIVES FOR THE PARK ADVISORY COMMISSION AS DISCUSSED.

Voting Aye: Spangler, Williams, and Vandenheuvel

Voting Nay: None

Abstain: None

Absent: Schilling and Buccanero

COMMUNICATIONS:

6. Wyoming Medallion Hunt

Assistant City Administrator Dumais explained that the City is in the process of putting together a medallion hunt that will highlight the City's park.

7. Snowmobile Trail Communications

Assistant City Administrator Dumais explained that the City has been sharing information on the website and on social media regarding snowmobile trails and what is and isn't allowed in the City. She stated that information was also included in the City newsletter within the utility bills.

Mayor Iverson shared an idea given to her by a resident to have some sort of walk/snowshoe walk at Hawk Meadows and have the pathways lined with tiki torches or luminaries.

ADJOURN

A MOTION WAS MADE BY MEMBER WILLIAMS, SECONDED BY MEMBER VANDENHEUVEL, TO ADJOURN THE FEBRUARY 1, 2021 MEETING OF THE WYOMING, PARK ADVISORY COMMISSION AT 7:45 PM.

Roll Call Vote:

Voting Aye: Spangler, Williams, and Vandenheuvel

Voting Nay: None

Abstain: None

Absent: Schilling and Buccanero

NEXT MEETING:

March 1, 2021

7:00PM

Playground Equipment Years installed

1. Fireside Park- 1993. Swing set still meets requirements (27 years old)
2. Lions Park- 1996 (24 years old)
3. Ashton Park- 1998 (22 years old)
4. Swenson Park- 2000 (20 years old)
5. Vergas Memorial Park- 2001/ Swing set older (19 years old)
6. Comfort Lake Estates Park- 2002 (18 years old)
7. Goodview Park- 2005 (15 years old)
8. Tolzman Park- 2006 (14 years old)
9. Blue Spruce Park-
10. Banta Park- 2017 Main playground/ Swing set and centipede is 1998 (3 years old)

If the parks averaged \$45,000 a year in 22 years all the equipment would be replaced at a cost of \$450,000. $\$450,000 / 22 \text{ years} = \$20,454.00$ a year into a park equipment replacement fund.

Another \$100,000 total costs to replace all with cement curb.

$550,000 / 22 = 25,000$ year budget for playground equipment.

Playground Equipment of Parks in Wyoming Minnesota

Parks without Playground Equipment

Railroad Park 26855 Forest Boulevard
 Centennial Park 26995 Fenwick
 Hawk Meadows Trail 25419 Grail Court
 Sunrise Ridge Park 26250 Greene Avenue
 Verges Playground 25580 Goodwin Road/ Removed and not replaced

Park Playground Equipment by Age

Fireside Park 4343 251st Street			
Year Insalled	1993		
Age of Equipment	27 Years		
Equipment that meets requirements	Swing Set		
Equipment Repair Costs on playground Equipment that meets code.			\$0.00
Lions Park 4803 263rd Street			
Year Installed	1996		
Age of Equipment	24 Years		
Equipment that meets Requirements			
Equipment Repair Costs on playground Equipment that meets code.			\$0.00
Ashton Park 5796 Flint Trail (1998)			
Year Installed	1998		
Age of Equipment	22 Years		
Equipment that meets Requirements			
Equipment Repair Costs on playground Equipment that meets code.			\$0.00
Swenson Park 28929 Flintwood Avenue			
Year Installed	2000		(Tennis Court needs resurfacing)
Age of Equipment	20 Years		
Equipment that meets Requirements			
Equipment Repair Costs on playground Equipment that meets code.			\$0.00
Verges Memorial Park 25915 Goodwin Road			
Year Installed	2001		(Swings old)
Age of Equipment	19 Years		
Equipment that meets Requirements			
Equipment Repair Costs on playground Equipment that meets code.			\$0.00
Comfort Lake Estates Park 25578 Iris Avenue			
Year Installed	2002		8 Curbing Sections needed. (Swing set, Picnic Table, and benches rubber coming off.
Age of Equipment	18 Years		
Equipment that meets Requirements			
Equipment Repair Costs on playground Equipment that meets code.	Curbs		\$500.00
Goodview Park 26000 Goodview Avenue			
Year Installed	2005		
Age of Equipment	15		
Equipment that meets Requirements			
Equipment Repair Costs on playground Equipment that meets code.			\$0.00
Tolzman Park 5530 274th Street			
Year Installed	2006		(Jungle Gym, Slide, Swings old)
Age of Equipment	14		
Equipment that meets Requirements			
Equipment Repair Costs on playground Equipment that meets code.			\$0.00
Banta Park 24684 Fondant Ave.			
Year Installed	2017		(Centipede and Swingset 1998)
Age of Equipment	3 Years		
Equipment that meets Requirements			
Equipment Repair Costs on playground Equipment that meets code.			\$0.00



Navigating the Eagle Scout Service Project

Information for Project Beneficiaries

Thank You and Congratulations

Congratulations on your selection as an Eagle Scout service project beneficiary, and thank you for the opportunity you are making available to an Eagle Scout candidate. Support from community organizations is important to Scouting—just as important as Scouting's contributions are to the community. Scouts provide important services, and benefiting organizations such as yours provides a vehicle for personal growth.

The Eagle Scout Rank and the Service Project

Service to others is an important part of the Scout Oath: "... to help other people at all times." Each year tens of thousands of Scouts strive to achieve the coveted Eagle Scout rank by applying character, citizenship, and Scouting values in their daily lives. One of the rank requirements is to plan, develop, and give leadership to others in a service project helpful to any religious institution, school, or community. Through this requirement, Scouts practice what they have learned and gain valuable project management and leadership experience.

Typical Projects

There are thousands of possible Eagle Scout projects. Some involve building things, and others do not. There have been all kinds: making birdhouses for an arboretum, conducting bicycle safety rodeos, constructing park picnic tables or benches, upgrading hiking trails, planting trees, conducting well-planned blood drives, and on and on. Other than the general limitations noted below, there are no specific requirements for project scope or for how many hours are worked, and there is no requirement that a project have lasting value. What is most important is the impact or benefit the project will provide to your organization. In choosing a project, remember it must be something a group with perhaps limited skills can accomplish under the leadership of your Eagle Scout candidate. In order to fulfill the requirement, the Scout must be the one to lead the project. Therefore, it is important that you work with the Scout and not with the Scout's parents or leaders.

Projects Restrictions and Limitations

- Fundraising is permitted only for facilitating a project. Efforts that primarily collect money, even for worthy charities, are not permitted.
- Routine labor, like a service Scouts may provide as part of their daily lives such as mowing or weeding a church lawn, is not normally appropriate. However, if project scale and impact are sufficient to require planning and leadership, then it may be considered.
- Projects are not to be of a commercial nature or for a business, though some aspects of a business operation provided as a service, such as a community park, may qualify.
- The Scout is not responsible for any maintenance of a project once it is completed.

Approving the Project Proposal and Project Scheduling

Once a potential project is identified, you must approve your Scout's proposal. Regular communications with the Scout can make this quick and easy, but be sure you have both discussed and considered all aspects of the project to ensure your Scout has a clear understanding of your expectations and limitations. Keep in mind the proposal is merely an overview—not a comprehensive project plan.

Some projects may take only a few weeks or months to plan and carry out, while others may take longer. Scouts working toward the Eagle rank are typically busy, so scheduling flexibility may be important. The proposal must also have several approvals, besides yours, before project planning occurs and work begins. Therefore, if a proposed project must be completed by a certain rapidly approaching date, it may be a good idea to consider something different. Remember, too, that all work must be completed before the Scout's 18th birthday.

Approving Project Plans

After the proposal is approved by the BSA local council, your Scout must develop a plan for implementing the project. Before work begins, you should ask to see the plan. It may come in any format you desire or are willing to accept. It could even be a detailed verbal description. That said, the BSA includes a "Project Plan" form in your Scout's Eagle Scout Service Project Workbook, and we recommend that you ask your Scout to use it. If in your plan review you have any concerns the project may run into trouble or not produce the results you want, do not hesitate to require improvements before work begins.

Permits, Permissions, and Authorizations

- If the project requires building permits, etc., your Scout needs to know about them for planning purposes. However, your organization must be responsible for all permitting. This is not a duty for the Scout.
- Your organization must sign any contracts.
- If digging is involved, it is your responsibility to locate, mark, and protect underground utilities as necessary.
- If you need approval from a committee, your organization's management, or a parent organization, etc., be sure to allow additional time and let the Scout know if their help is needed.

Funding the Project

Eagle service projects often require fundraising. Donations of any money, materials, or services must be pre-approved by the BSA unless provided by your organization; by the Scout, the Scout's parents, or relatives; or by the Scout's unit or its chartered organization. The Scout must make it clear to donors or fundraising event participants that the money is being raised on the project beneficiary's behalf, and that the beneficiary will retain any leftover funds. If receipts are needed, your organization must provide them. If your organization is not allowed to retain leftover funds, you should designate a charity to receive them or turn them over to your Scout's unit.

Supervision

To meet the requirement to "give leadership to others," your Scout must be given every opportunity to succeed independently without direct supervision. The Scout's troop must provide adults to assist or keep an eye on things, and your organization should also have someone available. The Scout, however, must provide the leadership necessary for project completion without adult interference.

Safety

Through the proposal and planning process, the Scout will identify potential hazards and risks and outline strategies to prevent and handle injuries or emergencies. Scouts as minors, however, cannot be held responsible for safety. Adults must accept this responsibility. Property owners, for example, are responsible for issues and hazards related to their property or employees and any other individuals or circumstances they would normally be responsible for controlling. If during project execution you have any concerns about health and safety, please share them with the Scout and the unit leaders so action may be taken. If necessary, you may stop work on the project until concerns are resolved.

Project Execution and Approval

After the project has been carried out, your Scout will ask for your approval on their project report. The report will be used in the final review of the Scout's qualifications for the Eagle Scout rank. If the Scout has met your reasonable expectations, you should approve the project; if not, you should ask for corrections. This is not the time, however, to request changes or additions beyond what was originally agreed.

The Eagle Scout service project is an accomplishment a Scout will always remember. Your reward will be a helpful project and, more important, the knowledge you have contributed to a young Scout's growth.

Navigating the Eagle Scout Service Project is available for download at <http://www.scouting.org/advancement>

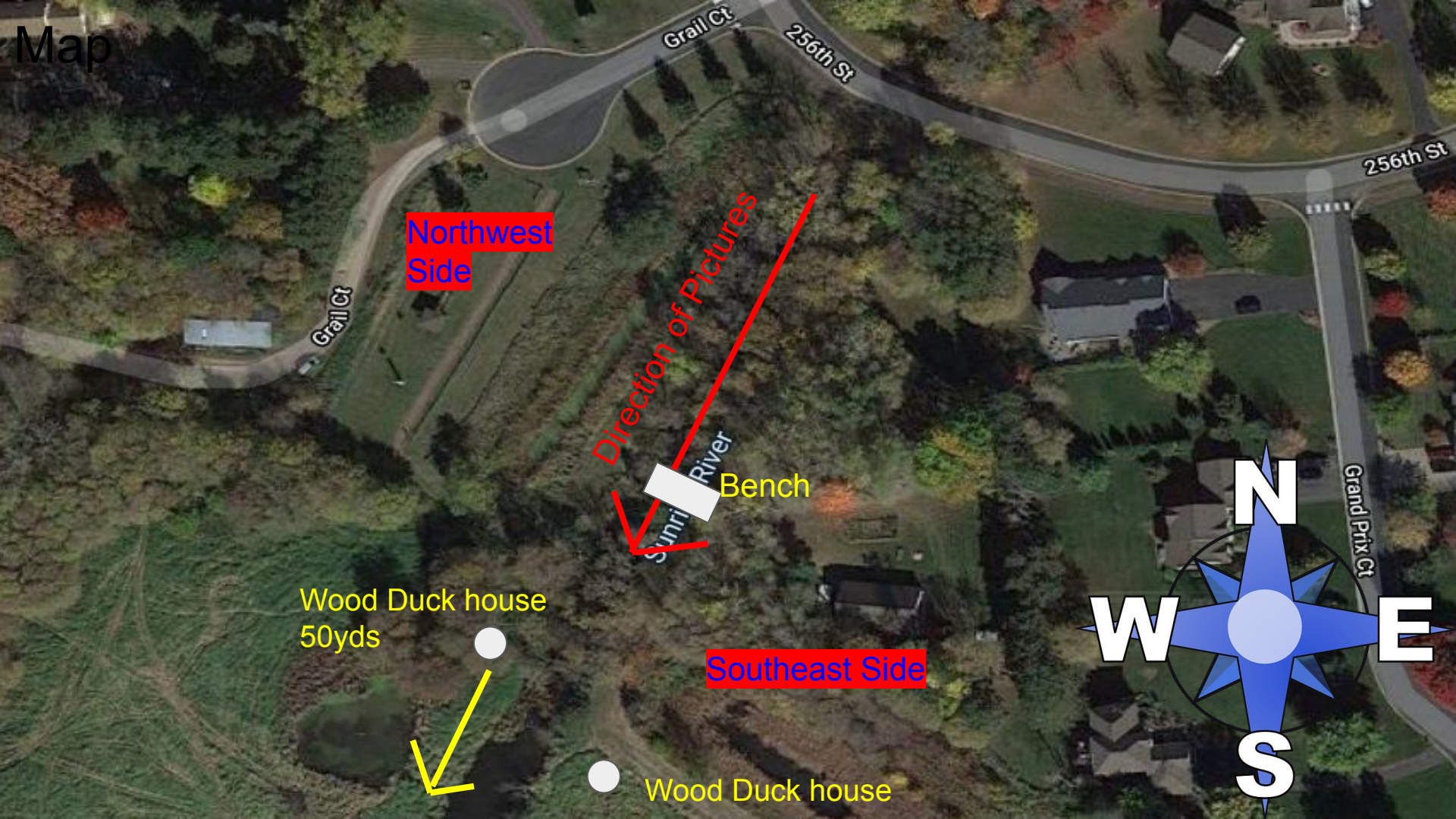
Proposed Hawk Meadows Trail Improvement

Eagle Project
Aidan Head, Star Scout

Goals of the Project

1. Construct and install a bench for trail users to sit on.
2. Construct and install two Wood Duck houses.
3. Remove and dispose of any trash, and debris, in or around the river. Also to clear banks to be more accessible and, friendly to fisherman.

All pictures are in the order of what you would see walking down the trail from the road.



Map

Northwest
Side

Direction of Pictures

Sunr
River

Bench

Wood Duck house
50yds

Southeast Side

Wood Duck house



Northwest Side

Here is the view when you look down the path and river from the road.



Lots of weeds and branches get stuck during low water levels and always have a fishing lure or two on them.



Debris like
branches and
weeds, grab
trash and
other things
that clog up
the river.



Every year there is lots of garbage that ends up in the river.
Last year I pulled 3 tied garbage bags already filled with trash,
2 coolers, and enough other garbage to fill 2 additional
garbage bags.



Here is the bend in the trail that goes over the pipes and also where I plan to put the bench.



Southeast Side

There used to be a huge mat of weeds in front of this pipe similar to one that you will see later on in the presentation. The weeds blocked almost all the flow of water, and eventually someone pulled them all out but left them on the bank (see image). These piles are unattractive and stunk for weeks.

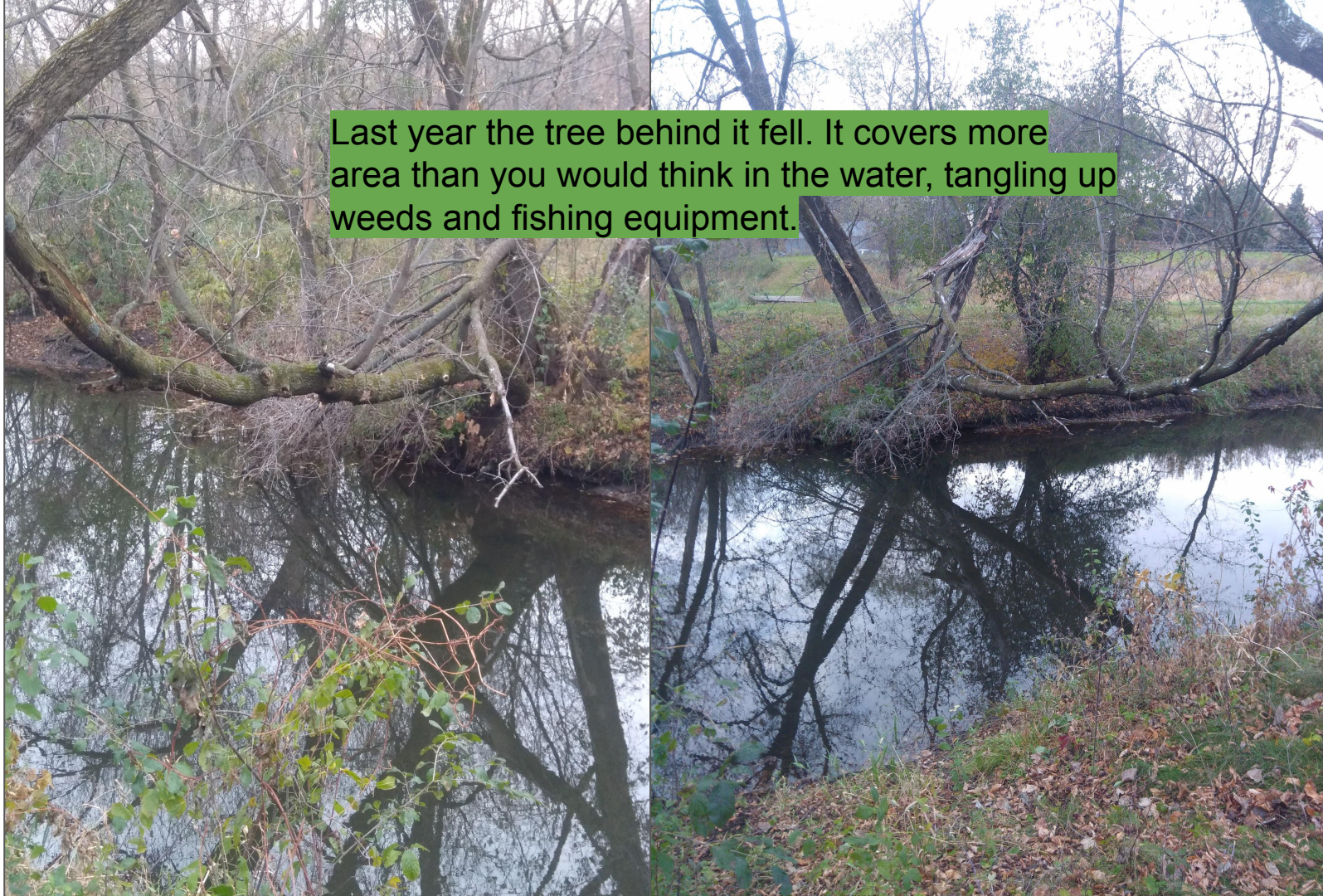


There are a lot of tall weeds and grass covering the banks making walking on them a nightmare.



The large overhanging tree has been there for as long as I can remember, and used to be littered with fishing line, hooks, and lures, which could entangle birds and squirrels. Last year I went out on a limb, and cut off the web of fishing gear, because I knew it was unsafe to wildlife and would only snag more.

Last year the tree behind it fell. It covers more area than you would think in the water, tangling up weeds and fishing equipment.



All low hanging branches are also worrisome for any fisherman.



The arrow points to a massive amount of weeds that flowed down the river and got stuck. The weeds are on floating mats of roots, soil, and other natural material, this restricts water flow and can prohibit animals like fish and waterfowl from traveling down the river. It is also an obstacle for fisherman as it makes a big area of water unfishable, causing snagged hooks and more litter.



Questions, Comments, or Concerns

Hawks Meadows Walking bridge

By Andrew Frechette from scouting troop
9142 out of Wyoming Minnesota

What is my project?

For my eagle scout project, I am going to be removing and replacing the top boards for the walking path bridge at the Hawks Meadows Trail in Wyoming MN. In addition there will be some grooming of the entrance and exit for a smoother transition to the bridge. This entails the removal and replacement of the old top boards on the bridge as well as bringing the old boards to a site for my benefactor to dispose of properly.

Why my project is needed



It will help the community of Wyoming by providing a safer walking bridge for the Hawks Meadows Trail as the top boards on the bridge now are worn down and their structural integrity is questionable. It also will help the community by allowing for those with a disability and young children to cross the bridge onto the path safely as the bridge currently has gaps that could be a hazard for young children or to someone in a wheelchair.

My Plan



The plan for the project is to recruit workers (My scout unit, family, friends and other honor students from school) and have all of us meet at the park and do the work in one day, meeting at 9-10 am and then working till the project is complete. I plan on having two teams on either side of the bridge remove a board and replace it with a new one, and then working inwards, all while others are moving out the old boards and bringing in new ones, and having some people doing some brush clearing and landscaping to smoothen the transition from bridge to ground. Around noon, we will take a break and have lunch, with work resuming after. After the boards are changed, we as a group will do a sweep of the site to ensure that no materials are leftover after work is finished.



What the project will look comparable to after it's completed.

Fundraising

I plan to ask a plethora of sources for donations to my project, some names include asking Aquarius home services/Kinetico for a donation of water for helpers and/or a donation of funds to pay for building materials. I also have a connection with the Stacy Lions Club and am planning to ask for a donation for a portion of the cost of my project. I might ask McCarron's Lumber in Forest Lake for a donation or a price reduction for the materials for my project.

The preliminary cost estimate for the project is \$610.

Parties involved in my project

Wyoming MN Parks: Benefactor for project.

Troop 9142: Approval for project.

Eagle Council: Final approval for the project.