

**AGENDA
PARK ADVISORY COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
AUGUST 7, 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 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 June 5, 2023

OLD BUSINESS:

NEW BUSINESS:

COMMUNICATIONS:

2. Railroad Park Construction Update
3. Park Steward Updates

ADJOURN

**NEXT MEETING:
September 11, 2023
7:00PM**

DRAFT MINUTES
WYOMING PARK ADVISORY COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JUNE 5, 2023
7:00PM

CALL TO ORDER:

Chair Spangler called the Regular Meeting of the Wyoming Park Advisory Commission for June 5, 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, Heather Vandenheuvel, Jessica Bergan, Rick Ahartz and Bruce Vukelich

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:

APPROVAL OF MINUTES:

1. Consider approving the minutes of “Regular Meeting” of the Wyoming Park Advisory Commission for May 1, 2023

A MOTION WAS MADE BY MEMBER VUKELICH, SECONDED BY MEMBER VANDENHEUVEL, TO APPROVE THE PARK ADVISORY COMMISSION MINUTES FROM THE MAY 1, 2023 MEETING.

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

Voting Nay: None

Abstain: None

OLD BUSINESS:

NEW BUSINESS:

2. **Eagle Scout Project Presentation**

Assistant City Administrator Saxe reviewed past discussion about the possibility of having a Little Free Library in the City as part of an Eagle Scout project.

Robert Pundt introduced himself and shared design ideas related to a little free library as an Eagle Scout project for Goodview Park and Lions Park. He noted that he would be reaching out to friends, family, and his church for actual book donations.

Council Liaison Ohnstad suggested that he also reach out to libraries because they may have books that can be donated.

After discussion, the Park Advisory Commission expressed support for the project.

A MOTION WAS MADE BY MEMBER VANDENHUEVEL, SECONDED BY MEMBER BERGAN, TO RECOMMEND THE CITY COUNCIL APPROVE THE PROPOSED EAGLE SCOUT PROJECT FOR ROBERT PUNDT FOR A FREE LITTLE LIBRARY AT GOODVIEW PARK AND LIONS PARK.

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

Voting Nay: None

Abstain: None

3. To recommend the selection of Blackstone Contractors, LLC for the Site Package and Vinco, Inc. for the Electrical Package for construction of the Veteran's Memorial at Railroad Park in the amount of \$88,799.75

Assistant City Administrator Saxe gave an overview of the quotes that were received for Phase 1 of the Veteran's Memorial project, the Legacy Funds received, and explained that staff recommended approval.

A MOTION WAS MADE BY MEMBER SPANGLER, SECONDED BY MEMBER VUKELICH, TO RECOMMEND THE CITY COUNCIL MOVE FORWARD AN APPROVE THE SLECTION OF BLACKSTONE CONTRACTORS, LLC FOR THE SITE PACKAGE QUOTE AND VINCO, INC. FOR THE ELECTRICAL PACKAGE FOR CONSTRUCTION OF THE VETERAN'S MEMORIAL AT RAILROAD PARK, AS PROPOSED.

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

Voting Nay: None

Abstain: None

4. Fireside Park Planning

Assistant City Administrator Saxe gave an overview of possibilities for Fireside Park. He noted that staff would suggest that the City step back from a full redevelopment of this park and focus on the playground upgrades, including possible inclusive options.

The Park Advisory Commission discussed options for changes to Fireside Park including inclusive playground equipment, alternative surfaces, and a disc golf course.

Assistant City Administrator Saxe noted that staff will look at upgrading the current equipment, accessibility options, surfacing, disc golf options, and will bring back more detailed information to the PAC at a future meeting.

5. Future Park Planning

Assistant City Administrator Saxe noted that two ideas that were frequently brought up by residents during the public engagement for the Master Plan was a splash pad and a dog park. He stated that because the City has a large project going at Railroad the thought from staff was to perhaps focus on smaller improvements across the City in order to make the parks more welcoming.

The PAC directed staff to start exploring costs and locations for a splash pad and dog park.

6. To consider cancelling the July 3, 2023 Park Advisory Commission Meeting

Assistant City Administrator Saxe explained that he was resigning and his last day with the City will be June 26, 2023. He noted that other staff members have conflicts on July 3, 2023 so staff is asking that the PAC meeting be cancelled.

A MOTION WAS MADE BY MEMBER SPANGLER, SECONDED BY MEMBER BERGAN, TO CANCEL THE JULY 3, 2023 PARK ADVISORY COMMISSION MEETING.

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

Voting Nay: None

Abstain: None

COMMUNICATIONS:

7. Trail Easement Agreement at Preserve at Comfort Lake public trail access to City Park Land

Assistant City Administrator Saxe gave a brief update on the development agreement that was entered in 2020 for a trail at Preserve at Comfort Lake. He noted that an item will be brought before the Council to approve an easement agreement in order to clear out this land and create more of a trail, which has not yet been done.

Assistant City Administrator Saxe thanked Chair Spangler and Member Vukelich for coming out to the tree planting ceremony at Centennial Park.

8. Park Steward Updates

The PAC members gave an overview of the area parks that they had toured.

Member Vukelich gave an overview of feedback he had gotten from a resident regarding Verges Memorial Park.

Chair Spangler noted that the trees in Centennial look great and had not had much die off.

Member Bergan noted a spot on the tunnel at Tolzmaan that looked like someone tried to burn something.

Assistant City Administrator Saxe expressed his appreciation for the opportunity to work with the PAC.

ADJOURN

A MOTION WAS MADE BY MEMBER BERGAN, SECONDED BY MEMBER VANDENHUEVEL, TO ADJOURN THE JUNE 5, 2023 MEETING OF THE WYOMING, PARK ADVISORY COMMISSION AT 8:00 PM

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

Voting Nay: None

Abstain: None

NEXT MEETING:
August 7, 2023
7:00PM



Park Advisory Commission Memo

Date: August 4, 2023

Presented to: Chair Spangler and Park Advisory Commission Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Railroad Park Veterans Memorial

Method: Communication

Background Information:

The city held a groundbreaking at Railroad Park at the end of June with an anticipated construction in the coming months. On Wednesday, August 2, 2023 staff held a pre-construction meeting with contractors for the project. The start of the construction on the Veterans memorial portion of the park will begin the week of August 14th.

