

**FINAL MINUTES  
WYOMING PARK ADVISORY COMMISSION  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
JULY 6, 2020  
7:00 PM**

**CALL TO ORDER:**

*Chair Spangler called the Regular Meeting of the Wyoming Park Advisory Commission for July 6, 2020 to order at 7:01PM*

**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, Amy Buccanero and Claire Luger, Council Liaison*

*Absent: Bret Ohnstad and Monica Wick*

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

*Visitors: None*

**DETERMINATION OF A QUORUM:**

Chair Spangler determined a Quorum was present.

**PLEDGE OF ALLEGIANCE:**

**OPEN FORUM: NONE**

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming Park Advisory Commission for June 1, 2020

**A MOTION WAS MADE BY MEMBER WILLIAMS, SECONDED BY MEMBER BUCCANERO, APPROVE THE PARK ADVISORY COMMISSION MINUTES FROM THE JUNE 1, 2020 MEETING, AS SUBMITTED.**

Chair Spangler noted that Monica Wick was left off the roll call as being absent.

**A MOTION WAS MADE BY MEMBER SPANGLER, SECONDED BY MEMBER WILLIAMS, TO APPROVE THE PARK ADVISORY COMMISSION MINUTES FROM THE JUNE 1, 2020 MEETING, AS AMENDED.**

*Roll Call Vote:*

*Voting Aye: Spangler, Williams, and Buccanero*

*Voting Nay: None*

*Abstain: None*

**OLD BUSINESS:**

2. Railroad Park Bike Spur Update

Assistant City Administrator Dumais stated that the City has started construction on the Railroad Park

Bike Spur. She noted that this bike spur will lead to a bike repair station and a water fountain. She shared pictures of the repair station and fountain that have already been installed.

## **NEW BUSINESS:**

### 3. Railroad Park Plan Proposal

Assistant City Administrator Dumais stated that staff has been working with WSB to revise the Railroad Park master plan. She stated that the main goals that staff heard from the Council and the PAC was to update it to reflect an open design and incorporate components such as a history walk and Veteran's Memorial. She noted that the City Council will be reviewing the plans at their meeting on July 7, 2020. She reviewed the plans and asked for feedback from the PAC.

Member Williams stated that she would like to see things reversed so that when you look in from the street, you can see the Veteran's Memorial.

Chair Spangler stated that he thinks this area will just be pavers and flags so there may not be anything else to really look at and thinks it may not be a good idea to reverse it because it would end up hidden in the trees.

Member Buccanero stated that she thinks the plans look great and it makes her think of all the events that can happen in the park. She suggested some additional tables be included, such as bistro tables or picnic tables so people can have lunch in the park.

Chair Spangler stated that he is very happy with the design.

Mayor Iverson stated that she is also very impressed with this design and explained that this has been a long-time goal of hers for the City. She thanked the PAC and WSB for their work on this park design.

The PAC discussed fundraising and sponsorship options for people to buy benches and pavers as well as grants and external funding options that may be available in the future.

**A MOTION WAS MADE BY MEMBER SPANGLER, SECONDED BY MEMBER WILLIAMS, TO RECOMMEND THE CITY COUNCIL MOVE FORWARD WITH THE NEXT PHASE OF THE PUBLIC ENGAGEMENT FOR THE RAILROAD PARK PLAN PROPOSAL.**

*Voting Aye: Spangler, Williams, and Buccanero*

*Voting Nay: None*

*Abstain: None*

### 4. Tree Board Update

Assistant City Administrator Dumais stated that one of the first things the City should do as a Tree Board is get a better idea of what trees are in the City. She explained that this can help us manage the forestry program and help mitigate potential tree diseases. She stated that many communities put together a GIS tree inventory.

Public Works Superintendent Almhjeld stated that WSB can build us a layer for trees in our asset management software. He noted that it has already been included in next year's budget.

Chair Spangler asked if this would just inventory the City trees and not look at privately owned trees throughout the City.

Public Works Superintendent Almhjeld stated that this was correct. He noted that the plan is to use one of the part-time seasonal employees and hire an intern to complete the GIS inventory. He noted that he would expect the tree inventory to take up to 67 days.

Council Liaison Luger asked how this information gets updated and who is responsible for updating the health of the trees.

Public Works Superintendent Almhjeld stated that it would be updated if there is a problem or something comes up with the tree.

## COMMUNICATIONS:

### 5. Swenson Park Grant Update

Assistant City Administrator Dumais stated that the City was awarded the DNR grant for Swenson Park in the full amount that was requested. She thanked the PAC for all the work they did to help move this forward. She stated that this has moved into the final review prior to the City being able to go ahead and start work. She stated that she expects the final approval to come around September 21, 2020 and then the City can begin construction. She noted that the majority of the work will most likely happen in 2021 because there will be limited time before the snow flies.

### 6. Bee and Butterfly Garden Update

Assistant City Administrator Dumais shared pictures of the progress at the Bee and Butterfly garden and stated that the day she was out there it was literally buzzing with bee and insect activity.

Mayor Iverson stated that she thought there was a Girl Scout troop that was interested in creating signs or educational activities once the Bee and Butterfly Garden was closer to completion. She suggested that someone contact them so they can get their part of the project moving forward.

Member Williams stated that she thought Member Wick was the contact person with the Girl Scout Troop.

Assistant City Administrator Dumais stated that she will follow up with the Girl Scout Troop.

## **Member Reports:**

Member Williams – Noted that the Joint Park Planning Commission met and decided to have a park at the new development near Comfort Lake. She explained that it will be more of a trail and walking area. She stated that the details of this future park will now be passed along to the PAC to work with the developer to make sure it is what the City would like.

Mayor Iverson – Thanked the PAC for all their hard work throughout the City parks.

## ADJOURN

**A MOTION WAS MADE BY MEMBER WILLIAMS, SECONDED BY MEMBER BUCCANERO, TO ADJOURN THE JULY 6, 2020 MEETING OF THE WYOMING, PARK ADVISORY COMMISSION AT 7:36 PM**

*Voting Aye: Spangler, Williams, and Buccanero*

*Voting Nay: None*

*Abstain: None*

**NEXT MEETING:  
AUGUST 3, 2020  
7:00PM**