

City of Winsted  
Park Commission  
Monday, July 9, 2012  
7:30 p.m.

Park Commission Members Present: Amanda Alguire  
Petie Littfin  
Kimberly Moen  
Bonnie Quast, Council Liaison

Park Commission Members Absent: Steve Ebert  
Kurt Landin

Staff Present: Brad Martens, City Administrator  
Raquel Kirchoff, Administrative Assistant

### 1) Call the Meeting to Order

Ms. Alguire called the meeting to order at 7:30 p.m.

### 2) Approval of Minutes – May 29, 2012

**Ms. Moen made a motion to approve the minutes of the Park Commission Meeting/Tour on May 29, 2012. Ms. Alguire seconded the motion. Motion carried 3-0.**

### 3) Staff Report

Mr. Martens gave the following City of Winsted Staff Report related to the Park Tour on May 29, 2012:

- The mulch has been filled and raked in at Mill Reserve Park.
- Graffiti was removed at Southview Park.
- The trees were trimmed above the dug out at Barrett Park, where they were interfering with the wiring and the wing nuts were tightened to fix the electrical issues that were occurring. The basketball backboard was ordered for Barrett Park. The shed at Barrett Park was repaired.
- The horseshoe pits at Hainlin Park were cleaned out by Casey's General Store employees who volunteered time at this park. The weeds were also sprayed at Hainlin Park.
- Swing seats were replaced at Westgate Park and Northgate Park.
- Shuttle riding toy was removed at Northgate Park.
- The flag at Campbell Field was replaced.

Council Liaison Quast stated that there were a few picnic tables at Southview Park that were uneven and could be hazardous. Mr. Martens stated that he would contact Public Works to repair the tables.

#### **Luce Line State Trail**

Mr. Martens summarized the results of a meeting he attended on June 14, 2012 regarding the Luce Line State Trail in Hutchinson, stating that unless there is a change of heart from legislators, the only way to pave the trail is through significant local investment from cities and the County. Martens explained that the Luce Line Trail is not eligible for funding from Legacy Funds because it is not a new trail.

Ms. Littfin asked about the possibility of surfacing the trail with a crushed aggregate. Mr. Martens replied that the Director of Parks and Trails for the Minnesota Department of Natural Resources (DNR) was present at the meeting and stated that the DNR would like the Luce Line Trail to be paved but is not in support of surfacing the trail with materials other than bituminous because the cost savings is not a significant amount over bituminous and maintenance is higher with an aggregate surface.

Mr. Martens stated that he will be attending a follow-up meeting on this subject to look at the possibility of producing the local investments needed and the possibility of bonding for these local investments.

## **Winsted's 125<sup>th</sup> Anniversary Celebration**

Mr. Martens stated that the parks will be heavily used during the City's 125<sup>th</sup> Anniversary Celebration and asked the Park Commission to notify him of any items they may see that need attention before that celebration so the City can have the parks looking their best.

### **4) Old Business**

#### **a) Park Entrance Signs**

Mr. Martens displayed a picture of the signs that were completed and ready for the overlay from the Herald Journal to be applied to the sign. Martens stated that each business that has donated toward the signs will have their logo on a park sign; some businesses that have donated a higher amount will be placed on multiple signs. Martens stated that all businesses that have donated will have the opportunity to proof the overlay for the signs before they are created.

Mr. Martens displayed a sampling of the logos for the park signs and asked the Park Commission for input regarding the logos; whether monochromatic or multi-color is preferred.

Council Liaison Quast requested that the logos be larger, from a 4 x 4 logo to a 4 x 6 logo if possible, to give a fair advantage for businesses that have a longer logo, and because the businesses went above and beyond in their support of the signs. Quast also stated that she preferred the multi-color design of the logos.

Mr. Martens, Ms. Moen, Ms. Littfin and Ms. Alguire stated that they preferred the monochromatic logos rather than the multi-color logos. Ms. Alguire stated that the multi-color logos take your attention away from the park name and that name is the reason for the sign.

Ms. Moen stated that if the logos are larger, it will start to take away from the park name on the sign. The Park Commission members discussed logo size and asked to see a sample of a larger sized logo.

Mr. Martens stated that he would ask the Herald Journal to make a sample of the logos in a larger size that he would electronic mail to the Park Commission to review. Martens continued by stating that there does not need to be formal approval for the logo size and once he receives feedback from the Park Commission, the City will continue the process to create the overlay. He stated that the signs will be completed and installed in time for the Winsted Summer Festival.

Ms. Alguire asked how the businesses that donated to the park signs would be recognized. Mr. Martens stated that the City would recognize them at a future City Council meeting where a resolution would be adopted to accept the donation of the money received for the signs.

The Park Commission members discussed the location for the new park sign in Mill Reserve Park and decided that it would be better placed in the location proposed near the street to be more visible.

The Park Commission members discussed the location for the new park sign in Southview Park and decided that it should stay in the location of the old sign, but be turned to face the incoming traffic from the south.

Mr. Martens stated that the sign installation for Westgate Park may be delayed due to the construction occurring at Casey's General Store.

### **5) New Business**

#### **a) Park Commission Meeting Schedule**

Mr. Martens stated that tonight's meeting was rescheduled to the second Monday of the month at 7:30 p.m. on a trial basis and asked the Park Commission members if the time worked for them. The Park Commission members stated that the new time for the meeting would work.

**Ms. Littfin motioned to reschedule the Park Commission meetings to the second Monday of each month at 7:30 p.m. Ms. Moen seconded. Motion carried 3-0.**

### **6) Other**

Ms. Littfin asked if it was possible to create a trail around the entire Winsted Lake for a safer route for bike and pedestrian traffic. Mr. Martens stated that this type of trail is planned within the City's plans. He continued by stating that cost and cooperation from surrounding property owners would be major factors. He also stated that this type of trail would be eligible for Legacy Funding.

**7) Adjournment**

**Ms. Moen made a motion to adjourn the meeting. Ms. Littfin seconded the motion. Motion carried 3-0.**

**The meeting adjourned at 8:15 p.m.**

*Brad Martens*

Brad Martens,  
City Administrator  
City of Winsted

ATTEST:

*Raquel Kirchoff*

Raquel Kirchoff  
Administrative Assistant  
City of Winsted