

City of Winsted  
Park Commission  
Winsted City Hall – Lewis Room  
Monday, June 8, 2015  
5:00 p.m.

Park Commission Members Present: Mr. Steve Ebert  
Mr. Tim Fury  
Ms. Petie Littfin  
Mr. Jordan Wolfe  
Ms. Bonnie Quast (Council Liaison)

Park Commission Members Absent: Ms. Kimberly Moen

Staff Present: Mr. Steve Stotko, Mayor  
Ms. Amanda Zeidler, Utility Billing & Payroll Clerk

### **1) Call the Meeting to Order**

Mr. Steve Ebert called the work session to order at 5:00 p.m.

### **2) Winsted Summer Festival – Dale Maus**

Mayor Stotko presented a request from Mr. Dale Maus and the Summer Festival Committee to have some items repaired or installed prior to the Winsted Summer Festival, August 7 – 8, 2015. The Park Commission reviewed and discussed the request and requested more information. The Commission directed staff to contact Mr. Maus and ask him to present more information at a future meeting.

### **3) Rick Baumann – Ball Field Information/Request**

Mayor Stotko presented a request from Mr. Rick Baumann to make repairs and upgrades to the ball fields in the City of Winsted. He informed the Park Commission that Mr. Baumann would like to complete the repairs by the end of Summer, 2015. The Park Commission discussed the request and directed staff to contact Mr. Baumann and ask him to present more information at a future meeting.

### **4) Parks Master Plan**

Mayor Stotko thanked the Park Commission for their work in the past and stated that the City of Winsted does not currently have a Parks Master Plan in place. Mayor Stotko reviewed the twelve (12) parks that currently exist in the City of Winsted.

Mayor Stotko stated that he would like the Park Commission to take an inventory of the City parks and create a Parks Master Plan. He added that in addition to the twelve (12) existing parks, he would like to include the Promenade and east side of City Hall in the Parks Master Plan.

Mayor Stotko presented the process for preparing the Parks Master Plan. He informed the Park Commission that there are three (3) main steps in the process:

- Define and create goals
- Make recommendations
- Develop implementation strategies

Mayor Stotko stated that the first step is to conduct a thorough site analysis of the city park system, which includes taking pictures of everything in each park, discuss the pictures, determine which parks get the most use, set goals for each park, and then develop budgets to correspond with the goals.

Mayor Stotko informed the Commission that the process will most likely take six (6) months to complete. He added that the plan should also include trails. The Park Commission briefly discussed the process and ideas related to the parks and trails. They were all in agreement that they would like to move forward with

developing a Parks Master Plan. Mr. Ebert stated that he will develop a checklist to use while surveying the parks.

The Park Commission directed staff to schedule a Park Commission meeting for Monday, June 22, 2015 at 6:00 p.m., with a work session to follow the meeting from 6:30 p.m. to 7:00 p.m.

**5) Other Business**

Ms. Cindy Racette – 649 Northgate Drive, addressed the Park Commission regarding the playground structure in Northgate Park. Ms. Racette indicated that the slide is in disrepair and needs to be removed or repaired. The Park Commission discussed the issue. Mayor Stotko informed the Commission that he will direct the Public Works Department to inspect the slide and remove it, if they feel it is a safety concern.

**6) Adjournment**

**Mr. Fury motioned to adjourn the meeting. Mr. Wolfe seconded the motion. Motion carried 4-0. The meeting adjourned at 6:05 p.m.**

*Steve Stotko*

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Steve Stotko,  
Mayor and Interim City Administrator  
City of Winsted

ATTEST:

*Amanda Zeidler*

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Amanda Zeidler,  
Utility Billing & Payroll Clerk  
City of Winsted