

City of Winsted
Park Commission
Winsted City Hall – Council Chambers
Tuesday, July 12, 2011
6:30 p.m.

Park Commission Members Present: Amanda Alguire
Steve Ebert

Park Commission Members Absent: Kurt Landin
Kimberly Moen
Cheryl Sutton

Staff Present: Brad Martens, City Administrator
Bonnie Stotko, Council Liaison
Amanda Zeidler, Utility Billing & Payroll Clerk

1) Call the Meeting to Order

Alguire called the meeting to order at 6:40 p.m.

2) Approval of Minutes – June 8, 2011

The Park Commission was not able to approve the minutes of June 8, 2011, due to a lack of quorum.

3) City Administrator Report

Brad Martens, City Administrator, gave the Park Commission an update since their last meeting.

Martens stated that it will cost approximately \$1,000 to replace the locks for the building at Barrett Park. He stated that the City will most likely move forward with the lock replacement, so the building can be secured. Martens informed the Park Commission that Jamie Stotko, Public Works Lead, informed him that general maintenance is being done at the parks, and some of the skate park equipment had been damaged beyond repair, and needed to be thrown away. Martens stated that there was also a large washout on the lake bank behind City Hall and the Promenade, due to heavy rains. The area is being assessed and the City will have to proceed with repairs to the bank, based on the recommendations of the City Engineer and Public Works Department.

Ebert stated that water has been collecting in the building at Barrett Field due to drainage issues, and asked to have Public Works take a look at the building. He stated that the supplies and equipment that were stored on the floor of the building had been damaged by the water, and mentioned the possibility of installing drain tile around the building. Martens stated that a pallet or shelving could be an option to keep the equipment off the floor, and added that he would have the Public Works Department evaluate the issue.

Alguire stated that she had inspected each park, and commented on the following:

- Westgate Park – Playground area needs new paint or stain to freshen up the slides and equipment
- Basketball Courts – Nets need to be replaced
- Park Signs – Possibly redesign the signs for each park; Mill Reserve Park does not currently have a sign
- Owl replicas are working well on the dock at Mill Reserve Park to keep birds away
- Southview Field – Swings squeak and need to be greased

Martens stated that he would forward these requests to the Public Works Department.

Quast stated that the lift station located near Littfin Lumber on County Road One (1) has a piece of plywood that residents currently hang signs on and asked if the City could utilize this space in any way. She added that it would be nice to create some useful signage in this area. Alguire stated that the signs for the Winsted Baseball Association are great. Ebert stated that signs are available at Westgate Park, Southview Field, and Barrett Field for sponsors to place signage. Ebert also informed the Park Commission that a new mesh fence has been purchased for Barrett Field at a cost of \$1,770 and will be installed in the Spring of 2012.

4) No Old Business.

5) New Business

a) 2012 Budget

Martens reviewed the 2012 Park budget with the Park Commission. He stated that funds could be earmarked in the budget for specific items and then develop a secondary budget for wish-list items. Martens mentioned the possibility of purchasing items for the skate park and making ball field improvements.

Ebert inquired about the installation of a permanent fence at Southview Field, in order to have other activities at the park in conjunction with a ball game. Martens stated that there is also a list of items from the Park Master Plan survey. Quast asked what the cost would be to replace the items at the skate park. Martens stated that the City does not know the cost of new equipment at this time. Ebert asked if the skate park could be expanded. Martens explained that there are different tiers for skate parks, and higher tiers require supervision, so the City would want to continue with an unsupervised park.

b) Fees for Field Usage

Martens stated that fees and priority lists were discussed at the last meeting. He found that the majority of communities in the area do not have a formal priority list and do not charge for community use of ball fields. Martens stated that he spoke with staff regarding the collection of fees, and found that it may not be worth the revenue to implement fees, due the amount of staff time that would be required. Martens stated it would be best to implement priority scheduling, rather than user fees. Ebert asked if priority should be given to Winsted teams, and then to club teams. Quast stated that the priority should be given to Winsted teams.

Martens stated that a policy of priorities for use of the fields can be developed. Quast asked if there is a fee for use of the lights at the ball fields. Martens stated that fees for lights are fairly common. Martens asked Ebert for a list of teams that play on Winsted fields and stated that he will work with Ebert to draft a priority list policy to bring back to the next Park Commission meeting.

6) No Announcements.

7) Adjournment

Alguire made a motion to adjourn the meeting. Ebert seconded the motion. Motion carried 2-0. The meeting adjourned at 7:15 p.m.

Brad Martens

Brad Martens,
City Administrator
City of Winsted

ATTEST:

Amanda J. Zeidler

Amanda J. Zeidler,
Utility Billing & Payroll Clerk
City of Winsted