

City of Winsted
Park Commission
City Council Chambers
October 13, 2014
5:00 p.m.

Present: Steve Ebert
Tim Fury
Petie Littfin
Bonnie Quast (Council Liaison)

Absent: Kim Moen
Jordan Wolfe

Staff Present: Clay Wilfahrt, City Administrator
Raquel Kirchoff, Administrative Assistant

1) Call the Meeting to Order

Mr. Ebert called the meeting to order at 5:00 p.m.

2) Approval of Minutes

Mr. Fury motioned to approve the minutes from the Park Commission Meeting on August 11, 2014. Ms. Littfin seconded the motion. Motion carried 3-0.

3) Staff Report

Mr. Wilfahrt stated that he has received a few quotes for bleachers at Southview Park, and will review the quotes with the Public Works Department and the Winsted Little League Association to recommend a quote for Park Commission review at a future meeting.

Mr. Wilfahrt provided an update on the status of paving Winsted's portion of the Luce Line State Trail, and the land that could work as a connection for the trail in Winsted.

Mr. Ebert asked if the permanent fence was going to be installed at Southview Park in 2014. Mr. Wilfahrt stated yes.

4) No Old Business

5) New Business

a) Campbell Field Improvements

Mr. Wilfahrt stated that Campbell Field is the home of the Winsted Wildcats. The field is booked sixty-one (61) days annually. The Winsted Baseball Association takes care of the field and its scheduling. The City owns the field and participates financially in many of the projects that occur on Campbell Field.

Mr. Wilfahrt stated that the Winsted Baseball Association recently developed plans to add bleachers, a bull pen, cloth shade, retaining walls, a party deck and a new dugout to Campbell Field. The improvements will make the field eligible for tournaments. The City Council helped the Winsted Baseball Association pay for the engineering and design of the plans in 2013.

Mr. Wilfahrt stated that the dugout is being constructed due to safety concerns. Water issues have caused structural concerns; and in 2013, the City paid Bolton and Menk, Incorporated to conduct soil borings and recommend a solution to the dugout problem. In fifteen (15) years, the dugout has been replaced three (3) times. The total cost of the dugout is just over half of the cost of the entire project. The remaining portions of the project are for sprinklers, bleachers, and a sun shade for the bleachers; all things that are required for tournaments to be held on the field.

Mr. Wilfahrt stated that the total cost of the project would be split between the Winsted Baseball Association and the City of Winsted. The estimated cost of the entire project is approximately \$130,000. The Baseball Association will try to pursue low interest loans which would be for seven (7) years at one percent (1%)

interest. The Baseball Association would contribute approximately \$6,000 annually for the next seven (7) years. This would mean that the City would be responsible for roughly \$13,500 annually for this project for the next seven (7) years.

Mr. Wilfahrt stated that the Park Commission has a budget for park improvements of \$6,000, with an additional park improvement fund that has generated about \$15,000 annually. With the commitment, the Park Commission would have about \$7,500 annually for improvement projects under the current budget structure.

Mr. Wilfahrt stated that the park improvement fund currently has a balance of \$51,665. If the Commission recommended that the City Council use those dollars in the purchase, the per year price would be reduced to about \$7,000 annually; meaning that, the Commission would still have about \$14,000 annually for park improvement projects. The City has averaged about \$6,500 in improvements over the past six (6) years.

Mr. Wilfahrt stated that if the Park Commission recommends the approval, and the City Council accepts, the project will have to go out for bids since it is over \$100,000. He continued by stating that some engineering work would need to be completed before the project was bid.

Mr. Fury asked for more clarification on the park improvement fund. Mr. Wilfahrt explained that each utility bill charges a \$1.50 Park Improvement Fee each month that goes into the Capital Improvement Fund for the City, but marked specifically for parks.

Mr. Ebert stated that when the project was initially discussed the split of financing between the Winsted Baseball Association and the City was a 50/50 cost share, of approximately \$7,000 annually from each. With the increase in the City's share to \$13,500 that would be a major draw from funds that are needed to improve other parks. Mr. Ebert continued by stating that residents have voiced their concerns about the need for improvements at Northgate Park. There are many children that live in the Mobile Home Park area that is close to this park and there is insufficient equipment at this park to service them.

Mr. Chris Schultz, Winsted Baseball Association representative, addressed the Park Commission and explained that completing the full project at one time, with the financing in place, would produce a lower total cost for the project. Mr. Schultz continued by explaining the water mitigation issue at the third base dugout and the history of what has been completed to help this issue but that has not corrected the issue. He also explained the remaining portion of the project, besides the dugout corrections, which are needed to host tournaments and draw people to Winsted.

Mr. Schultz provided information on the number of dates that the field is used throughout the year and the organizations that use the field, to include the Winsted Little League Association, two (2) different high schools, and baseball clinics, in addition to the Winsted Wildcats.

Mr. Fury asked if there was a phased process for the improvements where they are split into must have and nice to have improvements. Mr. Schultz responded that the improvements needed for the water mitigation issues in the dugout area coincide closely with the remaining improvements so a phased project was not developed because that would delay tournament hosting.

Ms. Littfin asked when the project would start, if the improvements were funded. Mr. Schultz responded that the hope is to initiate and complete the project in the fall of 2015, to have the field ready for full use in the 2016 Baseball Season.

The Park Commission discussed the improvement plans submitted.

Mr. Fury motioned to recommend that the City Council use the balance in the Park Improvement Fund of approximately \$51,000 for the Campbell Field Improvements project, and that the City Council approve a financial commitment from the City of \$7,000 annually for the Campbell Field Improvements project for the next seven (7) years. Ms. Littfin seconded the motion. Motion carried 3-0.

- 6) No Announcements
- 7) Adjournment

Ms. Littfin motioned to adjourn the meeting. Mr. Fury seconded the motion. Motion carried 3-0. The meeting adjourned at 5:30 p.m.

Clay Wilfahrt

Clay Wilfahrt
City Administrator
City of Winsted

ATTEST:

Raquel Kirchoff

Raquel Kirchoff,
Administrative Assistant
City of Winsted