

City of Winsted
Park Commission Work Session
City Hall - Lewis Room
September 12, 2016
5:00 p.m.

Park Commission Members Present: Steve Ebert
Evelyn Fowler
Tim Fury
Cindy Racette
Bonnie Quast (Council Liaison)

Staff Present: Daniel Tienter, City Administrator
John Anderson, Municipal Development Group
Amanda Zeidler, Deputy City Clerk

1) Call the Meeting to Order

Mr. Steve Ebert called the Work Session to order at 5:00 p.m.

2) Park System Master Plan Development

Mr. Dan Tienter stated that at the previous meeting, the Park Commission spoke of continuing the Park System Master Planning effort. He added that it was put on hold while the Park Commission discussed the proposed Campbell Field improvement Project, because if the larger project had been approved, there would not be a lot of funding left to move forward with other projects.

Mr. Tienter stated that moving forward, the Park Commission has gone through visioning, goal-setting, and a list of capital improvements. He added that the next step in the process is to handle some of the more technical questions and items like park classification and natural areas versus community parks. At that point, it seemed prudent to involve Mr. John Anderson with Municipal Development Group to help with planning. The City Council did approve approximately \$3,000 to have Mr. Anderson and his organization prepare items for the final stretch of preparing the Parks Master Plan. Mr. Tienter stated that once the Park Commission has gone through this portion of the project and has put together the plan, the Commission will begin the public engagement portion of the process.

Mr. Anderson presented a Park Map to the Park Commission, which included the following items:

- Private Parks
- Natural Resource Area and Greenways
- Neighborhood Parks
- Community Parks
- Neighborhood Parks – ¼ mile buffer
- Community Parks – ¾ mile buffer

Mr. Anderson stated that throughout this process, and long-term planning, there may be areas that are missing a public park area. Mr. Tienter stated that in previous discussions, there may be some natural areas and interpretive areas, but there is no plan at this point to put in any high-service park development areas. There would be minimal investment, and it would be more of a natural habitat. The Park Commission agreed that any newly developed parks should be low maintenance and natural vegetation.

Mr. Anderson reviewed language for the proposed Parks Plan and stated that the plan builds on the vision of the Land Use Plan and includes information on the following;

1. Provide Park Classification;
2. Inventory Existing Park Facilities;
3. Discuss Recreational Opportunities in the City;
4. Examine Existing and Future Park Facility Needs;
5. Establish tangible recommended goals and policies for future park and recreation facilities and programs.

Mr. Tienter stated that initially, the Park Commission discussed offering programming of some sort. Programming would not be administered by the City. It is important to touch upon this in the plan, but not include detailed information. The Park Commission had a brief conversation regarding programming and budget, as well as current programming efforts that are underway.

Mr. Anderson asked for thoughts about pulling trails from the Plan, since the City of Winsted has a separate trail plan. Mr. Tienter stated that the goals and strategies that the Park Commission established as part of the earlier effort talks about having this plan express support for the trail plan and continuing to implement the trail plan, but they are not necessarily integrated. The two do go hand in hand. Mr. Fury stated that he sees the trail system as a separate piece. Mr. Anderson stated that most park plans integrate parks and trails. The City can incorporate the existing trails plan into the park plan. Mr. Tienter stated that in 5 or 6 years when the plan is updated, there will be continued implementation of the trail and park plans, for the future of the park system.

Mr. Anderson reviewed the demographics served, because it is important to understand the market Winsted has served in the past, the market Winsted now serves, and the market Winsted anticipates serving in the future. Those demographics include:

- Population Changes
- Age of Residents
- Income of residents/market
- Household/family make-up

Mr. Anderson stated that maps can be included after the demographics section including City Parks and School Recreational Facilities, Park Service Areas, Regional Park System, and Park Search Areas.

Mr. Anderson asked the Park Commission what kind of information they would like included on the map. Ms. Bonnie Quast asked if there are cities that have maps located in the park that show where all of the parks are located, as well as how the trails connect throughout the city. Mr. Anderson stated that many cities offer pamphlets at City Hall. The Park Commission discussed where to place such a sign with map(s) and information. Mr. Tienter stated that there have been discussions in the past regarding the location of a kiosk at Southview Park with park and trail information. The Park Commission discussed the details and location of a kiosk in Winsted.

Mr. Anderson reviewed the following Park Classifications and descriptions that are included in the Parks Plan, including:

- Mini Park (a.k.a. urban/pocket)
- Neighborhood Park
- Community Park
- Greenway
- Natural Resource Areas
- Special Use Park
- Regional Park
- Private Park

Mr. Anderson stated that Winsted may not currently have all of the different kinds of parks; however, some day they may exist.

Mr. Anderson reviewed the City's existing park inventory and noted that he did not notice a lot of handicap access within the parks. He also noted that the majority of the existing parks do not have parking facilities available.

Mr. Anderson defined each existing park for the Park Commission and reviewed location and other specific information for each area. He added that more specifics can be added to the plan for each specific area, such as acreage.

The Park Commission discussed the proposed plan and noted that it was very comprehensive.

Mr. Tienter stated that the Park Commission has reviewed the information that Mr. Anderson has put together, as well as information City staff has compiled. He added that as the Park Commission moves forward, the idea would be to review some map changes, and get into some of the recommendations and

goals to create a final draft of the Parks Plan; however, this offers some background information to start with. In the near future, there will be a more comprehensive plan to review.

Mr. Tienter stated that City staff will take the information that has been gathered to date and try to combine it into one document. He added that once the comprehensive document is drafted and reviewed, the Park Commission will be able to move forward with some public engagement and advertise the plans the Commission has developed.

Mr. Anderson stated that he will revise the map without buffers, as requested by the Park Commission.

3) Adjournment

Mr. Fury made a motion to adjourn the work session. Ms. Fowler seconded the motion. Motion carried 4-0.

The work session adjourned at 6:00 p.m.

Daniel Tienter

Daniel Tienter,
City Administrator
City of Winsted

ATTEST:

Amanda Zeidler

Amanda Zeidler,
Deputy City Clerk
City of Winsted