



APPROVED

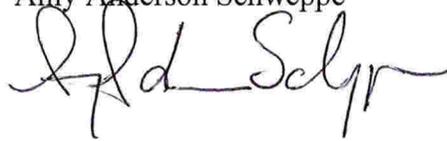
10-06-15

MINUTES

- 1) **Call the Meeting to Order:** The meeting was called to order by Chairperson Jean Schneider.
- 2) **Roll Call:** Jean Schneider, Holly Anderson, Paula Brandmeier and Bruce Stravinski were in attendance. Jayme Anderson, Barb Bauer and Don Madelung were absent. Amy Anderson Schweppe, Windsor Staff member was also in attendance.
- 3) **Pledge of Allegiance:** The pledge was recited by all.
- 4) **Minutes from July 7, 2015:** Amy Anderson Schweppe reported that the meeting minutes were not available.
- 5) **Treasurer's Report:** Bruce Stravinski made a motion to approve the Treasurer's Report as presented. The motion was seconded by Holly Anderson. The motion passed 4-0.
- 6) **Appearances before the Committee:** There were no appearances.
- 7) **Comprehensive Outdoor Recreation Plan update:** The Token Creek Conservancy Committee reviewed the draft Comprehensive Plan and provided a list of updates for Amy Anderson Schweppe to revise.
- 8) **Maintenance issues**
  - a) **Big Hill Maintenance and Management** – No update
  - b) **Japanese Knotweed Control** – Amy Anderson Schweppe will conduct a site visit to decide on the number of volunteers necessary for a workday. A follow up e-mail may be sent regarding scheduling a workday.
  - c) **Other** – Jean Schneider requested some updates to the Windsor Website regarding the leashed dogs at the Culver site. The site allows leashed dogs and should not be considered a dog exercise area or dog park where off leash use is implied.
- 9) **Trail Request for Bids:** Amy Anderson Schweppe contacted several other local landscape services regarding additional requests for bids on the trail work. None responded. There was no further information to share. Given that the project is small, Amy Anderson Schweppe recommended using Windsor Lawns with the estimate provided.
- 10) **Shelter Plans and Request for Bids:** Amy Anderson Schweppe provided an update on the plans for the shelter. Given the cost of the project necessitates a bid and Kevin Richardson has prepared the documents and Windsor staff have noticed the Bid. The process can take 3-4 weeks before a final determination can be made. The plan will be to review and approve the winning bid at the next meeting.
- 11) **Workday Updates:** There were no updates or planned workdays.

- 12) Windsor Incorporation Update:** There was no new information presented at the meeting.
- 13) Trails Map:** Jean Schneider led the discussion about creating a more user friendly promotional map of the Token Creek Conservancy. The map should be something printable from home and be more tourism oriented.
- 14) 2016 Budget Planning:** Amy Anderson Schweppe provided a draft budget. Adjustments and corrections were made. The goal was to keep the operating budget nearly the same as 2015.
- 15) Adjournment:** Paula Brandmeier made a motion to adjourn the meeting. The motion was seconded by Holly Anderson. The motion passed 4-0.

Minutes prepared by: Amy Anderson Schweppe

A handwritten signature in black ink, appearing to read "A. Anderson Schweppe". The signature is written in a cursive style with a large initial "A" and a long horizontal stroke.