

Approved 1-6-15

**TOWN OF WINDSOR
PARK COMMISSION MEETING
Tuesday – December 2, 2014 at 6:30 p.m.
Windsor Town Hall, 4084 Mueller Road, DeForest**

MINUTES

1. **Call Meeting to Order:** The meeting was called to order by Commissioner Woodburn at 6:38 p.m.
2. **Roll Call:** Members present: Mike Switzky, Troy MacDonald, Dick Woodburn and Bill Lapp. Barb Ridd and Carol Barth had excused absences. Others present: Public Works Supervisor Jim Fredenberg, Town Clerk Christine Capstran, Town Planner Jamie Rybarczyk, Town Chairperson Bob Wipperfurth and Finance Director/Office Manager Tina Butteris
3. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
4. **Approve Minutes from November 11, 2014:** T. MacDonald moved to approve the November 11, 2014 minutes as presented, second by M. Switzky. Motion carried with a 4-0 vote.
5. **Finance:**
 - a. **Vouchers**
 - b. **Treasurer's Report**

M. Switzky moved to approve vouchers and Treasurer's Report as presented, second by T. MacDonald. Motion carried with a 4-0 vote.
6. **Appearances before the Park Commission:** None.
7. **Introduction of Town of Windsor Board Liaison to the Park Commission:** Don Madelung will be appointed by the Town Board at their December 4, 2014 meeting to serve as Town Board liaison to the Park Commission. Bob Wipperfurth will be the secondary liaison.
8. **Wolf Hollow, Prairie Creek and Pleasant Hill Subdivisions Concept Trail Network Plan:** Town Planner Rybarczyk provided background/history of the Wolf Hollow, Prairie Creek and Pleasant Hill Estates subdivision platting and the new wetlands delineation. Don Esposito, Wolf Hollow representative, presented the concept of the re-plat and explained the new park and trail plan. B. Lapp questioned when the wetlands appeared. The wetlands formed over the past few years due to storm water mismanagement by the former developer. Chairperson Wipperfurth commented that the current Wolf Hollow developer inherited a bad situation but all three developers were working together to re-plat their subdivisions to create the best possible solution. Rybarczyk explained staff suggestions for altering the plan.
9. **Revising Comprehensive Outdoor Recreation Plan:** Rybarczyk provided history of the current Comprehensive Outdoor Recreation Plan (CORP) created in 2007. Due to all of the recent development, this is the right time to update the plan. Rybarczyk is currently working on Windsor's Comprehensive Plan: 2035 and can use a lot of the information that was collected for the CORP. The Park Commission will need to supply the information on each specific park as well as survey questions. The Park Commission would also like a forum for the public to discuss their wishes so there will be an item on the agenda for the next 3 meetings to allow for this.

Chairperson Wipperfurth said that the Town Board would pay for the CORP. M. Switzky asked if we spend the money to have a great plan, would the Park Commission be given the appropriate budget to

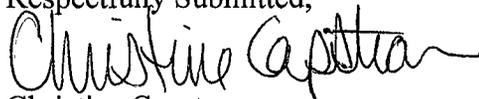
fund the projects in the plan. The plan sets priorities and will help the Park Commission and Town Board manage planning and funding for our parks and trails. Rybarczyk stated that the plan needs to be updated every 7 years to qualify for grant opportunities. An update to this original CORP would be approximately \$10,000-\$12,000. The Park Commission will need to set money aside every year for future updates.

T. MacDonald moved to recommend to the Town Board that we move forward with Rybarczyk's proposal for the CORP and include the option for site planning, second by B. Lapp. Motion carried with a 4-0 vote.

10. Staff and Commission Comments: Clay Luttrell has resigned from the commission due to a new job. The Town Board will be appointing a new commission member to represent Lacrosse.

11. Adjournment: B. Lapp moved to adjourn the meeting at 8:05 p.m., second by M. Switzky. Motion carried with a 4-0 vote.

Respectfully Submitted,



Christine Capstran
Town Clerk