

**Windsor Town Board
RESOLUTION 2014-69**

**A RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING
REGARDING USE OF WINDSOR SPORTS COMMONS**

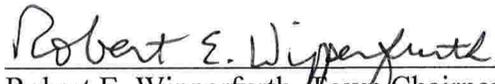
WHEREAS, the Town of Windsor has worked with user groups of Windsor Sports Commons based on a verbal agreement; and

WHEREAS, the Town Board finds that the Town of Windsor and user groups of Windsor Sports Commons would benefit with the implementation of a Memorandum of Understanding regarding the use of Windsor Sports Commons;

NOW THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Windsor that it hereby approves the Memorandum of Understanding and the Chart of Responsibilities attached hereto as Exhibit A.

The above and foregoing resolution was duly adopted by the Town Board of the Town of Windsor, Dane County, Wisconsin at a meeting held on the 18th day of December, 2014 by a vote of 5 ayes and 0 nays.

Town of Windsor



Robert E. Wipperfurth, Town Chairperson



Donald G. Madelung, Town Supervisor



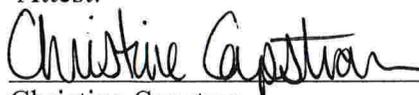
Bruce Stravinski, Town Supervisor



Alan Buchner, Town Supervisor



Monica M. Smith, Town Supervisor

Attest:


Christine Capstran
Clerk



Windsor Sports Commons

Memorandum

To: Norski Soccer Club President
Norski Lacrosse Club President
Windsor Parks Commission Chairperson

From: Bob Wipperfurth, Windsor Town Board Chairperson

Date: November 20, 2014

Re: Memorandum of Understanding regarding Use of Windsor Sports Commons

Background

Over the years we have worked with one another based on a verbal agreement, and it has been suggested that that it would be of great benefit to detail our shared understanding in writing. This Memorandum of Understanding (MOU) has been developed to serve that purpose.

Chart of Responsibilities

The attached Chart is incorporated and made a part of this MOU. The Chart identifies who is responsible for various responsibilities related to the Grounds/Open Space, Playing Fields West (established), Playing Fields East (to be established in 2015), Pavilion and Future Storage Facility. By signing this MOU, each of us is representing that we are authorized to bind our respective organization and that we will communicate with members to ensure that these responsibilities are met.

Event Scheduling

We agree to honor the current process for scheduling events, and to make sure that the Town is aware of all scheduled events.

Pavilion

The Parks Commission will control keys for entities using the Pavilion. Please note that the Town cannot be responsible for personal property stored at the Pavilion.

Community Resource

The Windsor Sports Commons is Town property and we encourage all users to respect it as an important community resource. The Town reserves its right to enforce applicable laws, and to prosecute persons who cause harm to the Windsor Sports Commons.

Event Insurance

It is the responsibility of the hosting entity to obtain adequate special event insurance for any and all of its events (such as tournaments) that occur at the Windsor Sports Commons. The hosting entity should provide confirmation of insurance to the Parks Commission.

Governmental/Recreational Immunity and Limitations on Town's Liability

The Town is not waiving its immunity or its cap on damages by signing this MOU. On the contrary, the Town affirms that it is entitled to governmental immunity and/or recreational immunity to the full extent permitted by law. The Town also retains its right to the statutory cap on damages and its right to timely notice of claims, as required by the Wisconsin Statutes.

Further Cooperation and Annual Review Encouraged

The MOU is intended to provide a base for our shared understanding. It does not prevent us from further cooperation on issues not addressed by the MOU.

We all recommend that this Memorandum of Understanding be reviewed annually during the month of December, with changes to be forwarded to the Town Board for their consideration and approval.

By dating and signing below, we agree that this MOU applies to use of the Windsor Sports Commons.

TOWN OF WINDSOR

Robert Wipperfurth 12-19-14
By: Robert Wipperfurth, Town Chairperson Date

WINDSOR PARK COMMISSION

Carl M. P. M. 12-31-14
By: Park Commission Chairperson Date

NORSKI SOCCER CLUB

Kurt Stroh 1/14/15
By: Club President Date

NORSKI LACROSSE CLUB

[Signature] 12/23/14
By: Club President Date

The Attached Chart of Responsibilities Is Incorporated Herein By Reference.

WINDSOR SPORTS COMMONS

Chart of Responsibilities

The following constitutes the responsibilities of the applicable parties:

Object	Windsor Board	Parks Commission	Public Works	Public	Norski Soccer	Norski Lacrosse
Grounds / Open Space						
Driveway/entrance		X				
Flag Pole					X	
Flag Pole Lighting		X				
Flags	X					
Land purchase east (~ 10 acres in 2012)	X					
Land purchase west (~ 26 acres)	X					
Landscaping - initial trees	X					
Landscaping (installed by club) - maintenance					X	X
Landscaping - save hwy project trees					X	
Landscaping - not installed by club		X				
Lawn - fertilizing (not currently done)		X				
Lawn - mowing			X			
Lawn - weed control (not currently done)		X				
Portable toilet (2)		X				
Septic - installation	X					
Septic - maintenance	X					
Sign - original installation (entrances)	X					
Sign - maintenance		X				
Stormwater management	X					
Well - installation					X	
Well - maintenance	X					

R.W.
TWS

[Signature]
KSM

Object	Windsor Board	Parks Commission	Public Works	Public	Norski Soccer	Norski Lacrosse
Playing fields west (established)						
Benches - 10 metal					X	
Bleachers - 2 metal					X	
Field - fertilizing					X	
Field - marking					X	
Field - mowing			X			
Field - use schedule					X	
Field - weed control					X	
Goal nets					X	
Goals - field (12)					X	
Goals - storage large (4)					X	
Goals - storage small (4)					X	
Irrigation - 4"aluminum supply lines					X	
Irrigation - maintenance					X	
Irrigation - reel					X	
Irrigation - risers					X	
Irrigation - winterize/open		X				
Parking facility		X				
Scoreboard - installation					X	
Scoreboard - maintenance					X	
Scoreboard - utility bill		X				
Signage-fields					X	
Stormwater - maintenance		X				
Sun shade - black (2)					X	
User(s)					X	X - limited tournament use
Winterize/open		X				

R.J.
SW

B.M.
K.M.

Object	Windsor Board	Parks Commission	Public Works	Public	Norski Soccer	Norski Lacrosse
Playing Fields East - Lacrosse as shown on Exhibit A						
Benches						X
Bleachers						X
Field - fertilizing						X
Field - marking						X
Field - mowing			X			
Field - seeding						X
Field - use schedule						X
Field - weed control						X
Grading - fine						X
Grading - rough	X					
Irrigation - installation						X
Irrigation - maintenance						X
Parking - installation	X - 80%				X - 10%	X - 10%
Parking - maintenance		X				
Scoreboard Lacrosse - installation						X
Scoreboard Lacrosse - maintenance						X
Scoreboard Lacrosse - utility bill		X				
Signage - fields						X
Stormwater - installation	X					
Stormwater - maintenance		X				
User(s)						2 FIELDS
Well	To be determined if needed in the future					
Well pump	To be determined if needed in the future					
Winterize/open		X				

R.W.
FLS

BMR
KSM

Object	Windsor Board	Parks Commission	Public Works	Public	Norski Soccer	Norski Lacrosse
Playing Fields East - Soccer as shown on Exhibit A						
Benches					X	
Bleachers					X	
Field - fertilizing					X	
Field - marking					X	
Field - mowing			X			
Field - seeding					X	
Field - use schedule					X	
Field - weed control					X	
Grading - fine					X	
Grading - rough	X					
Irrigation - installation					X	
Irrigation - maintenance					X	
Parking - installation	X - 80%				X - 10%	X - 10%
Parking - maintenance		X				
Scoreboard Soccer - installation					X	
Scoreboard Soccer - maintenance					X	
Scoreboard Soccer - utility bill		X				
Signage - fields					X	
Stormwater - installation	X					
Stormwater - maintenance		X				
User(s)					1 FIELD	
Well	To be determined if needed in the future					
Well pump	To be determined if needed in the future					
Winterize/open		X				

R. W.
TWS

BMR
KRM

Object	Windsor Board	Parks Commission	Public Works	Public	Norski Soccer	Norski Lacrosse
Pavilion						
Cleaning - exterior			X	X	X	X
Cleaning - kitchen				X	X	X
Cleaning - restroom			X	X	X	X
Concrete		X				
Construction	X (2/3)				X (1/3)	
Insurance	X					
Key/access control	X					
Key/lock maintenance		X				
Kiosk (2)					X	
Kitchen - use schedule	X					
Kitchen - appliances					X	
Kitchen - storage area					X	
Kitchen - users				X	X	
Kitchen - maintenance		X				
Lighting fixtures and maintenance		X				
Painting		X				
Pest control		X				
Picnic tables - thermo coated (12)		X				
Plumbing - maintenance		X				
Roofing (soffit, fascia, gutters, etc.)		X				
Supplies		X				
Supplies - tournament(s)					X	X
Trash/recycling pick up			X			
Trash/recycling receptacles		X				
User fees/rental revenue		X				
Utility invoices		X				
Winterize/open		X				

R.W.
RWS

BSM
KSM

Object	Windsor Board	Parks Commission	Public Works	Public	Norski Soccer	Norski Lacrosse
Future Storage Facility (Participation Percentages to be Determined)						
Cleaning					X	X
Concrete		X				
Construction		X			X	X
Electrical - maintenance		X				
Key access/control	X					
Key/lock maintenance		X				
Liability insurance	X					
Lighting Fixtures and Maintenance		X				
Painting		X				
Pest control		X				
Plumbing - maintenance		X				
Roofing (soffit, fascia, gutters, etc.)		X				
Utility invoices		X				
Winterize/open		X				

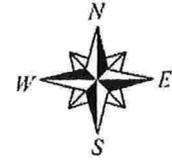
Robert D. [Signature] 12-19-14
Windsor Town Board, Chairperson Date

Bob [Signature] 12-31-14
Windsor Park Commission, Chairperson Date

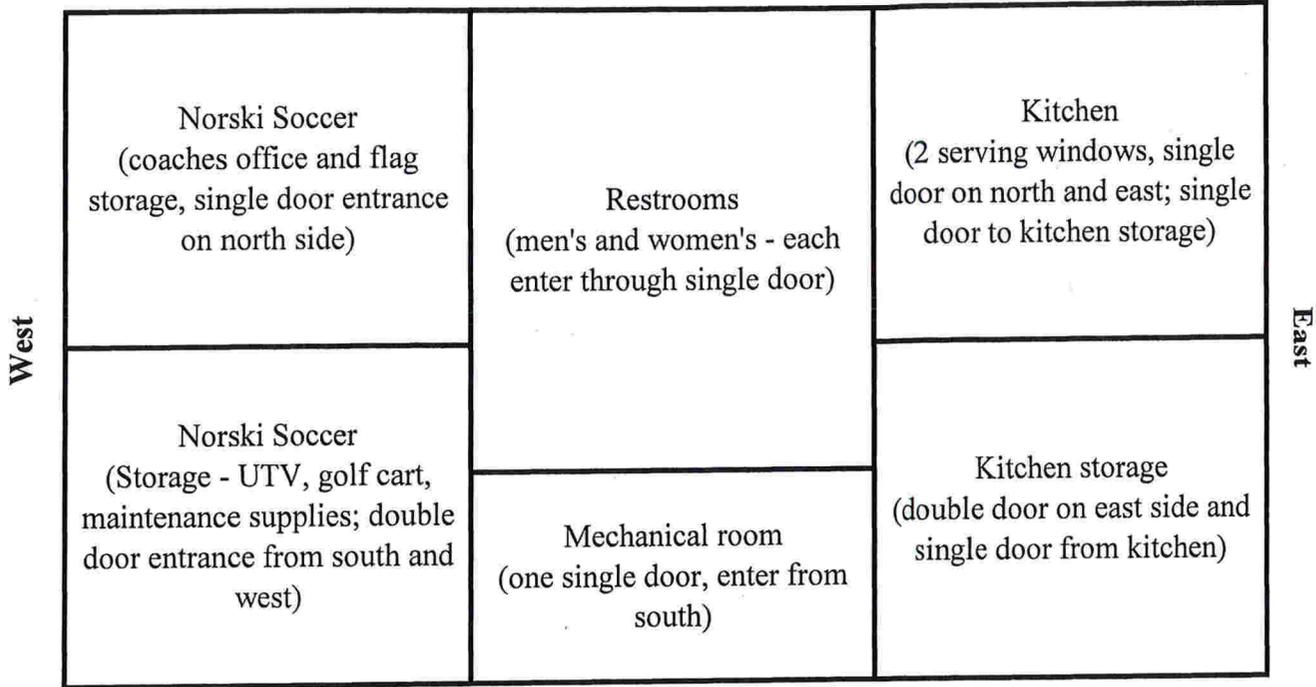
Kurt [Signature] 1/14/15
Norski Soccer Club, President Date

[Signature] 12/23/14
Norski LaCrosse Club, President Date

WINDSOR SPORTS COMMONS - PAVILLION

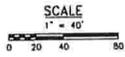
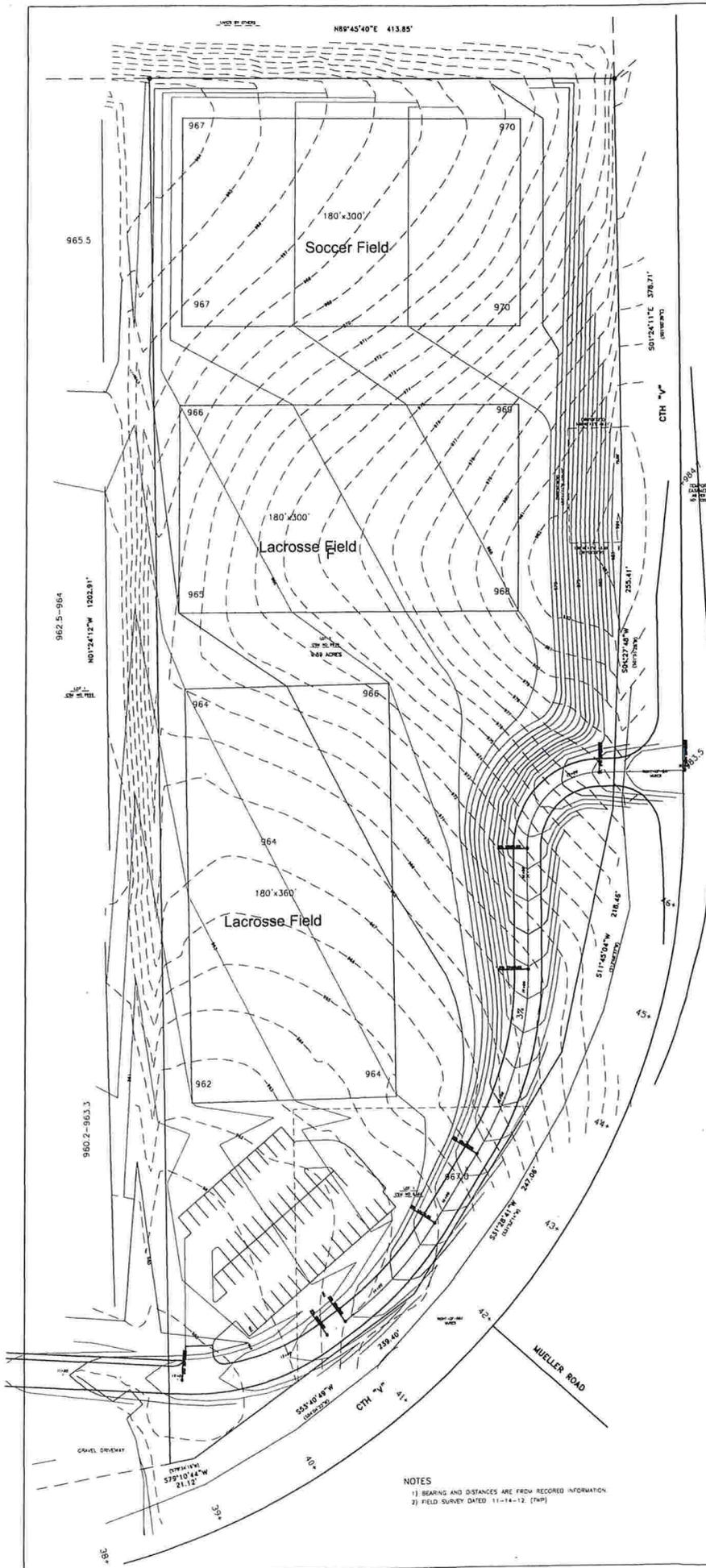


North



South

Exhibit A



BASIS OF BEARINGS
 THE WEST LINE OF LOT 2, CSM NO 9999
 IS RECORDED TO BEAR N01°24'12"W.

CLIENT
 TOWN OF WINDSOR
 Kevin Richardson
 4354 Muller Road
 DeForest, WI 53532

SURVEYOR
 PAULSON & ASSOCIATES, LLC
 Daniel A. Paulson
 136 W. Holm Street
 DeForest, WI 53532

LEGEND

- 3/4" RE-BAR (FOUND)

NOTES
 1) BEARING AND DISTANCES ARE FROM RECORDED INFORMATION.
 2) FIELD SURVEY DATED 11-14-12, (TWP)

PAULSON & ASSOCIATES, LLC 136 WEST HOLM STREET DEFOREST, WI 53532 (608)846-2523 WWW.PAULSONANDASSOCIATES.NET		
TOPOGRAPHIC SURVEY		
TOWN OF WINDSOR - LINDE FIELDS BEING PART OF LOT 1, CSM NO 6388 & PART OF LOT 2, CSM NO 9999, LOCATED IN THE NW 1/4 OF THE SW 1/4 AND THE SW 1/4 OF THE SW 1/4, SECTION 9, TOWNSHIP 81N, RANGE 11E, TOWN OF WINDSOR, DANE COUNTY, WISCONSIN.		
JOB NO: 1017-150 REF:	DRAWING NO: REVISION: 3-13-12	DRAWN BY: TWP DATE: 11-29-12