

**TOWN OF WINDSOR
PARK COMMISSION MEETING
Tuesday – February 3, 2015 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 Chairperson Ridd at 6:30 p.m.
2. **Roll Call:** Members present: Mike Switzky, Troy MacDonald, Dick Woodburn, Eileen Spahn and Barb Ridd. Bill Lapp had an excused absence. Others present: Town Clerk Christine Capstran, Town Planner Jamie Rybarczyk, Town Supervisor Don Madelung and Finance Director/Office Manager Tina Butteris.
3. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
4. **Appearances before the Park Commission:** Bill Simpson, representing Norski Lacrosse, was present to discuss the storage facility at Windsor Sports Commons.
5. **Approve Minutes from January 6, 2015:** M. Switzky moved to approve the January 6, 2015 minutes as presented, second by T. MacDonald. Motion carried with a 5-0 vote.
6. **Finance:**
 - a. **Vouchers**
 - b. **Treasurer’s Report**

D. Woodburn moved to transfer \$1,380.51 from the Park Fund balance to the Windsor Sports Commons Storage Facility fund, second by E. Spahn. Motion carried with a 5-0 vote.

E. Spahn moved to approve Vouchers and Treasurer’s Report as presented, second by T. MacDonald. Motion carried with a 5-0 vote.
7. **Potential Park Facility Improvements:** C. Capstran presented a few possibilities for future park improvements that the Town Board is looking at. The improvements may be at the 3 most frequently used parks.
8. **Windsor Sports Commons Storage Facility:** Discussed the cost of building a storage facility at Windsor Sports Commons that meets the requirements specified by the two user groups. The Park Commission has \$25,000 allocated for this use. Each of the user groups would need to raise money to cover the balance. B. Simpson said that Lacrosse would only contribute up to \$10,000 stating that they have other options including offsite storage nearby. Lacrosse will be focusing their funds this year on putting in fields, expanding the irrigation system, bleachers and a scoreboard.

A joint meeting with representatives of Norski Soccer, Norski Lacrosse, the Park Commission and Windsor Board and staff will be scheduled for the near future to discuss project planning at WSC.
9. **Public Input on Comprehensive Outdoor Recreation Plan:** None.
10. **Working Session - Comprehensive Outdoor Recreation Plan:** J. Rybarczyk presented the completed survey which is now on the Windsor website. C. Capstran has contacted the DeForest

Area School District and they will send out the link and put on their Facebook and Twitter. The survey will be referenced in the upcoming newsletter. Baseball, soccer and lacrosse were asked to send the survey to their email list.

Rybarczyk reviewed the facility inventory checklist and the individual park pages. Commission members chose individual parks to inventory by next meeting as weather permits.

Rybarczyk led the commission through the goals and objectives section which is the framework for the plan. He also reviewed the Suggested Standards for Parks and 3 maps.

11. Staff and Commission Comments: Currently seeking a new commission member as Carol Barth has resigned.

12. Adjournment: T. MacDonald moved to adjourn the meeting at 8:27 p.m., second by M. Switzky. Motion carried with a 5-0 vote.

Respectfully Submitted,

Christine Capstran
Town Clerk