

**TOWN OF WINDSOR  
PARK COMMISSION MEETING  
Tuesday – October 6, 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 6:34 p.m.
2. **Roll Call:** Members present: Dick Woodburn, Barb Ridd, Bill Lapp and Greg Cullen. Troy MacDonald, Emily Bouska and Mike Switzky had excused absences. Others present: Public Works Supervisor Jim Fredenberg, Town Clerk Christine Capstran and Town Supervisor Don Madelung.
3. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
4. **Incorporation Update:** C. Capstran gave a brief update.
5. **Appearances before the Park Commission:** None.
6. **Approve Minutes**
  - a. **September 1, 2015:** D. Woodburn moved to approve the September 1, 2015 minutes as submitted, second by G. Cullen. Motion carried with a 4-0 vote.
7. **Finance:**
  - a. **Vouchers**
  - b. **Treasurer's Report**

D. Woodburn moved to approve Vouchers and Treasurer's Report as presented, second by G. Cullen. Motion carried with a 4-0 vote.
8. **Norski Soccer Club:** Trevor Grothaus, representing Norski Soccer, appeared to discuss ways to raise money to put back into the facilities and defray maintenance costs at Windsor Sports Commons.
  - a. **Parking Donations for Tournaments at Windsor Sports Commons:** One idea was to ask for a \$5 parking donation for tournaments and special events held at the facility. It would be optional as there is no street parking available. There would be a stated purpose for the donation. Paving the driveway and creating a photo op area were the two projects discussed.

Presently soccer holds 2 tournaments a year. Lacrosse will potentially host tournaments in the future. The clubs could also collect for parking during cross country meets and special event usage like UW Madison games. The clubs would not ask for parking donations for regular season games. Typical parking fees at other soccer facilities range from \$7-10.

Revenue generated would be given to the town to put in a special project fund to pave the driveway. A percentage would go back to the club that collected the funds to apply to their smaller projects and maintenance.

G. Cullen moved to allow youth organizations to organize a voluntary parking donation collection at Windsor Sports Commons. The fee shall not be more than \$5/day and will be payable to the

Town Clerk within 7 days after collections. 75% of funds collected will be placed in a paving fund and 25% may be kept for the organization, second by D. Woodburn. Motion carried with a 4-0 vote.

- b. Advertising/Fundraising:** T. Grothaus presented the idea of a split rail fence along the curve of the driveway that would have advertisement attached to it in the same fashion as the signs on the fences at the ball diamonds. Also discussed little vinyl signs on the goal nets and sponsors for the scoreboards. All revenue generated would go to Norski Soccer and Norski Lacrosse. T. Grothaus will gather ideas and put together a specific proposal.

The inequity of sign advertisement for all youth program donations will be discussed at a future meeting.

- 9. 2015 Park Projects:** B. Lapp is working with Don Tierney to remove the gravel from the ball diamond at Windsor Gardens and replace with lime to make it playable in Spring. B. Lapp will also work with M. Switzky and girls softball to skin the Terrace Park field at zero cost. Public Works will remove the sod and the Park Commission will pay for the lime.

B. Lapp moved to reallocate \$3,450 in special projects fund to be used for lime in Terrace Park, second by G. Cullen. Motion carried with a 4-0 vote.

Trail markings will be completed in 2016 after new trails are installed south of Windsor Rd.

D. Woodburn reported that the Morrisonville shelter work is in progress. The play structure at Windsor Hills has been shored up and the new canopy is attached.

B. Ridd advised that we will not be installing a new footbridge at Millstone Heights Park but will install a culvert with a grass path over it instead. Town Engineer Kevin Richardson is completing this project with other road projects. The bike rack purchase is delayed until 2016.

- 10. Cradle Hill Path – 2016 Projects:** Discussed email and suggested fix for the Cradle Hill Path erosion problem. The commission will allocate funds in 2016 to jointly repair with the Village of DeForest.

- 11. Staff Comments:** D. Woodburn reported the roots are growing through the path again at Windsor Fireman's Park. The dirt needs to be scraped lower between the path and the barrier as the roots are growing over the barrier. This item should be included in 2016 budget. Woodburn also discussed water issues at Cradle Hill Park and will work with the town engineer to resolve.

Due to an election on November 3<sup>rd</sup>, the park meeting will need to be rescheduled instead of cancelled so that the 2016 budget can be approved.

- 12. Adjournment:** B. Lapp moved to adjourn the meeting at 8:10 p.m., second by G. Cullen. Motion carried with a 4-0 vote.

Respectfully Submitted,



Christine Capstran  
Clerk