

VILLAGE OF WINDSOR
PARK COMMISSION MEETING
Tuesday – June 7, 2016 at 6:30 p.m.

MINUTES

1. **Call Meeting to Order and Roll Call:** The meeting was called to order at 6:30 p.m. by Chairperson Greg Cullen. Members present were Dick Woodburn, Mike Switzky and Greg Goke. Bill Lapp, Emily Bouska and Barb Ridd had excused absences. Others present: Public Works Supervisor Jim Fredenberg, Village Trustee Don Madelung and Village Clerk Christine Capstran.
2. **Recitation of the Pledge of Allegiance:** The pledge was recited by all in attendance.
3. **Approve Minutes**
 - a. **May 3, 2016:** M. Switzky moved to approve the minutes as presented, second by G. Goke. Motion passed 4-0.
4. **Finance**
 - a. **Vouchers**
 - b. **Treasurer’s Report**
D. Woodburn moved to approve the vouchers and treasurer’s report as presented, second by M. Switzky. Motion passed 4-0.
5. **Appearances before the Park Commission:** There were none.
6. **Ball Diamond Usage by Groups Outside of the Windsor Community:** M. Switzky and B. Lapp drafted a policy to address recent requests to use Windsor fields on a regular basis by for-profit groups and teams outside of this community. In the past, only non-profit Windsor teams have been allowed to use Windsor fields. M. Switzky reviewed the draft policy.

D. Madelung reminded the Commission that they are a recommending body and the Village Board would need to approve the policy.

This discussion will continue at the next meeting after all members have had time to review.
7. **Geo Cache Policy/Permit for Windsor Parks:** E. Bouska will present a draft policy and free permit application for review by the commission at the next meeting.
8. **Park Signs:** C. Capstran shared the cost of the smaller signs and samples of each. Need to determine how many parks currently do not have Park Rules signs. It is a priority to get these posted first. All parks will need the updated sign eventually. Each sign costs \$50.20.
9. **2016 Park Projects:** D. Madelung announced that the Village Board had authorized the paving of the driveway at Windsor Sports Commons. Ideas for raising funds to pave the parking lot were discussed. It was decided that Soccer and Lacrosse clubs would be invited to the September or October meeting to discuss further.

G. Goke provided a quote for wood chips for 5 parks. The quote was over budget. Goke will assess each park and cut quantities. He is authorized to eliminate a park on the list to stay within

the budget allocated.

C. Capstran stated that the Village Board had approved working with General Engineering to complete the Morrisonville Concession Stand, Grosbeak Glen Shelter and the Windsor Sports Commons Storage Shed plans and get the projects to bid. D. Woodburn was concerned that an outside firm might not understand the intent of the plans approved by the Park Commission.

D. Woodburn continues to work with Action Locks to get electric strike locks installed at Windsor Sports Commons.

D. Woodburn installed new lights in the shelter and new flag pole lighting at Windsor Sports Commons.

C. Capstran will have the contractor complete the project at Windsor Fireman's Park as outlined to stop the damage to the path due to willow roots.

D. Woodburn mentioned that the water heater at Windsor Sports Commons runs non-stop. It would be cost efficient to only run during game times in the evening and on weekends. M. Switzky moved to have D. Woodburn install a timer for the water heater, second by G. Cullen. Motion passed 3-0 with Woodburn abstaining.

10. **Staff Comments:** There were none.

11. **Adjournment:** M. Switzky moved to adjourn the meeting at 7:33, second by G. Goke. The motion passed 4-0.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Christine Capstran", with a long horizontal flourish extending to the right.

Christine Capstran, Village Clerk