



"In the Spirit of Town Government"

**TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI
MINUTES OF PARK COMMITTEE MEETING
MONDAY, OCTOBER 12, 2009 AT 5:30 P.M. to 7:00 P.M.
BUCHANAN TOWN HALL, N178 COUNTY RD N, APPLETON, WI 54915**

- 1) **CALL MEETING TO ORDER & INTRODUCTIONS:** Meeting called to order at 5:30 p.m. Committee members present included Brian Kassube and Heather Wagner. Jennifer Buck, Nancy Christenson, Mike Hibbard, Patrick O'Bright and Al Sherill were absent. Also present was Administrator/Clerk Gorall.
- 2) **APPROVE MINUTES**
 - a) August 10, 2009 Park Committee Minutes: Group agreed to approve minutes at a future meeting when more members are present.
- 3) **UPDATES AND DISCUSSION**
 - a) Town Web-Site Updates: Gorall provided a review of the updated Town website which included improvements and changes to the Parks & Recreation page. Members will review and provide comments and suggestions for further improvements.
 - b) Summer Fun in the Park Program – 2009 Summary and 2010 Plans: Gorall provided a summary of the 2009 program and funding and noted plans for 2010. The Towns of Buchanan and Harrison have increased funding for the program and will seek to have the same program coordinator. The group discussed providing volunteers for the program and the types of programs planned for 2010.
 - c) Update on Park Impact Fees: Gorall provided a status on the park impact fee project noting that final Board approval is still needed.
 - d) 2010 Budget Status: Gorall provided a review of park related expenditures noting that \$8,000 will be available for capital park projects. An increase in funding for park operations and maintenance has also been preliminarily approved.
 - e) Recent Resident Comments/Suggestions for Parks: A list of resident comments was distributed to the Committee. The group reviewed and discussed the comments and agreed to further discuss suggestions as funding is available and before any future purchases are completed. The group also discussed how to gather further resident input in the future.
- 4) **PARK SIGNAGE OPTIONS AND REVIEW:** Gorall provided a review of sample signs that were provided by two vendors. The group reviewed the designs and costs and agreed to pursue additional designs from Axon Hillock Signcrafters. A decision on signage will be made at the next meeting.
- 5) **TOWN OFFICIAL MAP UPDATE:** The group reviewed a draft official map. Only one edit was suggested with regard to trails. Gorall noted that the Committee will get to review the next draft of the map after the Plan Commission has edited.
- 6) **PARK DEVELOPMENT FUNDING OPTIONS – GRANT REVIEW:** Gorall provided a review of some potential funding sources for projects. The group agreed to continue to review as opportunities are available. It was agreed that the Local Transportation Enhancement grant should be reviewed further.
- 7) **SET NEXT MEETING DATE:** The group agreed to hold the next meeting in early December, preferably in the first week.
- 8) **ADJOURNMENT:** Meeting was adjourned at 6:50 p.m.

Angela Gorall, Administrator/Clerk
October 13, 2009

Motion to approve: Hibbard/Wagner. Date: 1/6/2010.
Carried: 4 to 0.