



"In the Spirit of Town Government"

**TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI
MINUTES OF PARK COMMITTEE MEETING
TUESDAY, AUGUST 31, 2010 AT 5:30 P.M.
BUCHANAN TOWN HALL, N178 COUNTY RD N, APPLETON, WI 54915**

- 1) **CALL MEETING TO ORDER & ROLL CALL:** Meeting was called to order at 5:30 p.m. Members present – Heather Wagner and Al Sherill. Also present was Administrator/Clerk Gorall.
- 2) **APPROVE MINUTES**
 - a) July 1, 2010 Park Committee Minutes: Motion by Sherill/Wagner to approve minutes. Motion carried 2 to 0.
- 3) **UPDATES AND DISCUSSION**
 - a) Summer Fun in the Parks Program Update: Gorall provided a review of the final summer park event and the overall program success for the year. The group discussed plans for the program for next year and suggested consider some sports oriented type of events.
 - b) Trash Receptacle Purchasing and Installation Update: Gorall provided a review of the project noting that all receptacles purchased to date have been installed.
 - c) Town Board Strategic Planning Session Update, Results Review: Gorall provided a review of the strategic planning session completed by the Town Board. The group reviewed items in the strategic list related to parks and recreation.
- 4) **VOLLEYBALL COURT MAINTENANCE/IMPROVEMENTS AT HICKORY PARK:** Gorall provided a review of the project and a review completed by Outagamie County Highway staff. The group discussed improvement options, costs and possible volunteer participation. The group also discussed drainage at the site and use of the site for ice skating in winter. The group agreed on the idea of creating one well defined court at the south end of the site. Gorall will contact the County on costs to complete some initial changes with available 2010 funds.
- 5) **PARKS & RECREATION CAPITAL IMPROVEMENT PLAN, 2011-2015 & 2011 BUDGET**
 - a) **REVIEW OF PARK IMPACT FEE FUNDING AND USAGE**

Gorall provided a review of the proposed budget and CIP. The group discussed projects included in the 2011 budget and funding for projects. The group also discussed funding of projects at Darboy Community Park. The group agreed on the use of impact fee revenues for the completion of the Hickory Park shelter in 2011. Committee agreed to add \$2,000 to the project.
- 6) **PARK COMMITTEE MEMBERSHIP/RECRUITMENT:** The group discussed current committee membership and possibly formalizing the committee. The group agreed to have Gorall keep the committee format as it is currently but explore ideas to allow participation when members are unable to attend. Gorall will continue to use the Doodle scheduler and will also increase use of e-mail to share information and get opinions on topics which require a decision. The group also agreed to call meetings of the committee as necessary rather than on a set schedule.
- 7) **SET NEXT MEETING DATE – FUTURE AGENDA ITEMS:** The next meeting is tentatively scheduled for November, unless needed earlier.
- 8) **ADJOURNMENT:** Meeting was adjourned at 6:56 p.m.

Angela Gorall, Administrator/Clerk
September 1, 2010

Motion to approve: Sherrill/Wagner. Date: 2/3/2011.
Carried: 2 to 0.