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| Town Logo Final | “In the Spirit of Town Government” **TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI**  **PARKS COMMISSION MEETING MINUTES**  **Monday, May 8, 2023 AT 6:30 P.M.**  **BUCHANAN TOWN HALL, N178 COUNTY RD N, APPLETON, WI 54915** |

1. **CALL MEETING TO ORDER**. Called to order by Brian Regal
2. **ROLL CALL & VERIFY PUBLIC NOTICE:** Justin Keen and Ken Jaworski - Cedar Corp. Michael Brown -Town Administrator. Tom Meyer, Brian Regal, Meghan Huss, Paul Knuppel, and Karley Musil - Committee Members
3. **PUBLIC FORUM:** No public comments made
4. **MINUTES TO APPROVE:**
   1. Park Commission Minutes from 4/20/2023 -Tom Meyer moved to approve. Meghan Huss second. No discussion. Carried on voice vote.
5. **UNFINISHED BUSINESS:** 
   1. 501c3 Status update from Tom M. (For discussion only) – Greenways has been contacted, and they are in the process of considering our candidacy for partnership. Should hear back within a week or two. Community Foundation would be good to manage funds, but not as a custodian at this point.

b) Update from Tom M on the Town Board Meeting of 4/25/23 (For discussion only) – Board was supportive, and authorized Cedar’s engagement.

c) Discussion with Cedar on plans and timeline for Springfield Park (For discussion only) – Clarification on hard surface reorientation/updates. Possible soccer field in the proposed green space. Playground goes where existing basketball court is, pickleball/basketball half court where tennis courts go.

Per Justin, need to have bids out by 7/1, which means June meeting for Town Board approval to put bid together. Ken will work up two agreed upon options to be ready for 6/7 public meeting.

1. **NEW BUSINESS:** 
   1. Schedule a public forum for input on Springfield Park design – Scheduled for 6/7
   2. Discussion on Town Hall Park plans (for discussion only) –
      1. We have $26,657.42 to spend, which would likely cover replacement part and cost of installation only.
      2. Makes sense to go RFP route to increase flexibility. Michael Brown is looking into that process.
   3. Presentation at next Town Board meeting (for discussion only) – Tom Meyer will give brief update presentation to Town Board at May meeting
   4. Fundraising timeline/roles (for discussion only) – Tabled until next meeting.
2. **ADJOURN –** Motion to adjourn by Meghan Huss, Second by Tom Meyer. Carried by voice vote at 7:35 pm.

Other Future Meetings: Public Meeting on 6/7/23 from 5-6:30 at Springfield Park. Parks Committee meeting to follow at 6:45 p.m.at Town Hall

Drafted May 8, 2023 by Tom Meyer, Member of Committee