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| Town Logo Final | “In the Spirit of Town Government” **TOWN OF BUCHANAN, OUTAGAMIE COUNTY, WI**  **PARKS COMMISSION MEETING MINUTES**  **Wednesday, June 7, 2023**  **5:00- 6:30 Public Forum at Springfield Park**  **6:45 Board Meeting at Town Hall**  **BUCHANAN TOWN HALL, N178 COUNTY RD N, APPLETON, WI 54915** |

**Minutes**

1. **PUBLIC FORUM AT SPRINGFIELD PARK UNTIL 6:30:** Completed, several members of the public attended and provided feedback in favor of keeping tennis and basketball courts. Overall, there was broad support for fixing the drainage issues and replacing the play equipment.
2. **CALL MEETING TO ORDER-** Tom Meyer called to order at 6:45
3. **ROLL CALL & VERIFY PUBLIC NOTICE**: The following committee members were present: Tom Meyer, Karley Musil, Brian Regal, Meghan Huss

Also present from Cedar Corporation were: Ken Jaworski, Justin Keen

Town Administrator Michael Brown was in attendance

Members of the public in attendance were Ted Erdmann and Joe Coenen

1. **PUBLIC FORUM –** No members of the public spoke
2. **MINUTES TO APPROVE**
   1. Park Commission Minutes from 5/8/2023: Motion to approve by Karley Musil, seconded by: Brian Regal. Passed by voice vote.
3. **UNFINISHED BUSINESS:**
4. Finalize Town Hall Park RFP to bring to Town Board: Motion to approve by Meghan Huss, seconded by Karley Musil. Passed by voice vote.
5. Finalize plans and timeline for Springfield Park after public input to bring to Town Board: Discussion occurred to update to add tennis and basketball courts per the public forum feedback. Clarified with Cedar that we can still make changes to configuration of equipment and move forward with drainage improvements and equipment removal this fall. Decision was made to request the Town Board to engage Cedar to put the project out to bid.
6. **NEW BUSINESS**
   1. Presentation at next Town Board meeting (for discussion only)- Tom would be out of town, so Meghan volunteered to make the presentation.
   2. Fundraising timeline/roles (for discussion only) – Tom will put together a list of target companies and a basic pitch deck. Karley will put together a list of items to be sponsored.
7. **FUTURE AGENDA ITEMS-** July meeting set for 7/10/23 at 5pm at Town Hall
8. **ADJOURN** Motion to adjourn by Karley Musil, second my Meghan Huss. Meeting adjourned at 7:30

Drafted June 7th by Tom Meyer, Committee Member