

TOWN OF CLAYTON

Special Green Space Committee

Meeting Agenda

7:00 P.M. on Thursday, May 31st, 2012

Town Office Meeting Room, 8358 County Road T, Larsen, WI 54947

- I. Call to Order:
 - A. Pledge of Allegiance, Notice Verification, Roll
- II. Approval of Minutes:
 - A. Meeting Minutes will be approved at the Committee's June 21st, 2012 regularly scheduled meeting.
- III. Open Forum – Town-related matters not on the Committee's Agenda:

Please complete the "Request to Speak at Meeting" form located on the agenda/sign-in table and submit to the Town Deputy Clerk or Treasurer. Non-Agendized Town-Related Matters: Pursuant to Wis. Stats. 19.32(2) and 19.84(2), the public may present matters; however, limited discussion may occur but no action may be taken until specific notice of the subject matter of the proposed action can be given.
- IV. Correspondence:
 - A. No Correspondence.
- V. Business:
 - A. Discussion/Recommendation – Green Space Committee/ClaytonFest Committee discussion on CY 2012 ClaytonFest activities
 1. Music
 - a. Confirm Bands
 - b. Confirm Stage
 - c. Confirm Tent
 - d. Confirm Power Needs
 - e. Other Issues
 2. Food/Refreshments:
 - a. Confirm County Permit
 - b. Confirm Cooking Location
 - c. Confirm Beer Trailer Location
 - d. Confirm Sales Location
 - e. Confirm Power Needs
 - f. Other Issues
 3. Pie Barn
 - a. Confirm County Permit
 - b. Confirm Location
 - c. Confirm Seating Needs

- d. Confirm Display and Serving Needs
- e. Confirm Cooler and Food Storage Needs
- f. Confirm Power Needs
- g. Other Issues
4. Silent Auction
 - a. Confirm Location
 - b. Confirm Display Needs
 - c. Confirm Power Needs
 - d. Other Issues
5. Snack Shack
 - a. Confirm County Permit
 - b. Confirm Location
 - c. Confirm Power Needs
 - d. Other Issues
6. Children's Games
 - a. Confirm Town Games and setup location
 - b. Confirm the number of Bouncy Toys
 - c. Confirm the location for the Bouncy Toys
 - d. Confirm Power Needs
 - e. Confirm Operating Times for the Children's Games.
 - f. Other Issues
7. Vendors/Information Booths/Community Service
 - a. Confirm Vendor Location
 - b. Confirm Vender Fees
 - c. Confirm Power Needs
 - d. Other Issues
8. Advertising
 - a. Review Poster Distribution
 - b. Review Placemat Distribution
 - c. Review Yard Sign Distribution
 - d. Review Banner Locations
 - e. Other Issues
9. Grounds Layout & Signage
 - a. Confirm Site Plan
 - b. Confirm Sign Location
 - c. Other Issues
10. Parade
 - a. Confirm who was to organize the Parade Event
 - b. Confirm the carriage
 - c. Confirm the Trolley
 - d. Confirm the Tractor
 - e. Direction to staff relative to Grace Lutheran Church participating in the parade with a float.
 - f. Direction to staff relative to the Grace Lutheran Pantry participating in the parade with a float.
 - g. Direction to staff relative to CHASE BANK participating in the Parade.
 - h. Other Issues
11. Other topics

VI. Adjournment

Respectfully submitted,
Patty Stanek, Green Space Committee Chairperson

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please call the Town Office at 920.836.2007 during regular office hours. This agenda has been posted at the following locations in the Town of Clayton:

- 1) Town Office
- 2) Corner of JJ & Breezewood
- 3) Clayton School