

TOWN OF CLAYTON

Green Space Committee

Meeting Minutes

7:00 P.M. on Thursday, June 21st, 2012

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

I. Call to Order:

- A. The Meeting was called to order at 7:00 P.M.
- B. Pledge of Allegiance,
- C. Notice Verification, the Chair was advised that the meeting was properly noticed.
- D. Roll: Committee Chair: Cathy Clark PRESENT
 Committee Member: Joan Brown PRESENT
 Committee Member: Lana Prusik PRESENT
 Committee Member: Nancy Heider PRESENT
 Committee Member: David Dorow ABSENT
 Committee Member: Linda Grundman-Erdman PRESENT
 Committee Member: VACANT

 Town Staff: Richard Johnston PRESENT

II. Approval of Minutes:

- A. Regular Green Space Committee Meeting of Thursday, May 17th, 2012.
 - 1. Motion by: Committee Member Heider
 - 2. Second by: Committee Member Prusik
 - 3. Motion: To approve the Draft Minutes of the Thursday, May 17th, 2012 meeting with the following correction:
 - a. Page 3, Section 2 Item C change “of Drifter” to “or Drifters”
 - 4. Vote: Unanimous in favor of the Motion
- B. Special Green Space Committee Meeting of Thursday, May 31st, 2012.
 - 1. Motion by: Committee Member Grundman-Erdman
 - 2. Second by: Committee Member Prusik
 - 3. Motion: To approve the Draft Minutes of the Thursday, 31st, 2012 as presented:
 - 4. Vote: Unanimous in favor of the Motion

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. Letter from individual relative to the CY 2012 ClaytonFest event

V. Business:

- A. Committee recommendation to the Board on a request by the Larsen Lioness's to plant a memorial tree in Clayton Park for Silvia Leadke.
 1. Motion by: Committee Member Grundman-Erdman
 2. Second by: Committee Member Brown
 3. Motion: To recommend that the Board accept the donation a request by the Larsen Lioness's to plant a memorial tree in Clayton Park for Silvia Leadke subject to staff's recommendations.
 4. Vote: Unanimous in favor of the Motion

- B. Discussion/Recommendation – Green Space Committee/ClaytonFest Committee CY 2012 ClaytonFest wrap-up discussion
 1. Music: the Committee heard a number of positive comments on the music provided at the event. However, a number of individuals requested that the Committee provide a Polka Band and the opportunity to dance at the event. The Committee made the following motion relative to the music at the CY 2013 event:
 - a. Motion by: Committee Member Prusik
 - b. Second by: Committee Member Grundman-Erdman
 - c. Motion: To ask the Town Chair to book the same Haze Southern Gypsy as the main music event for the CY 2013 ClaytonFest event.
 - d. Vote: Unanimous in favor of the Motion
 2. Food/Refreshments: The Drifters are finalizing their proceeds from the event and expect the Town's revenue share to be approximately \$2,500 to \$3,000.
 3. Pie Barn: The Pie Barn event went well and generated approximately \$300.00 in net revenue. The County Health Department visited the site, the only real concern was related to the perishable nature of cream and whipped pies.
 4. Silent Auction: No Report
 5. Snack Shack: The activity went well, however, profitability is low raising only \$248.00 for a 15 hour event.
 6. Children's Games: The event raised approximately \$750.00. There were several comments relative to the price of a wrist band (\$10.00) and the possibility of having family rates and tickets for those families that have limited resources.
 7. Dog Walk-A-Thon: Staff was asked to contact the event organizer to see if they would be willing to have a Dog Walk-A-Thon at the CY 2013 event.
 8. Vendors/Information Booths/Community Service: Several vendors indicated that they would have liked to attend the event but were unable do to circumstances beyond their control.
 9. Advertising: The advertising process was well organized and productive. There was some discussion relative to asking area establishments to not hold events that would compete with ClaytonFest.
 10. Grounds Layout & Signage: There was consensus that the grounds layout and signage worked well and that staff should work at refining the process for the CY 2013 event.
 11. Parade: There was a consensus that the Parade was sparsely attended. Additionally, there was need of better traffic control and

communication between the individuals controlling traffic for the event.

12. Other topics: No other reports were offered.

VI. Upcoming Meeting Attendance

VII. Committee Member Requests for Future Agenda Items:

A. Staff was directed to start the CY 2013 ClaytonFest planning at the Committee's Thursday, January 17th, 2013 Meeting.

VIII. Adjournment

1. Motion by: Committee Member Heider.
2. Second by: Committee Member Prusik
3. Motion: To Adjourn the Green Space Committee meeting at 8:03 PM.
4. Vote: Unanimous in favor of the Motion

Respectfully submitted,

Richard Johnston, Town Administrator/Clerk

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