

Approved at the 9-25-13 meeting.

**MINUTES FOR THE
TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
PARKS COMMITTEE MEETING
ALGOMA TOWN HALL
15 N. OAKWOOD ROAD, OSHKOSH, WI 54904
WEDNESDAY, AUGUST 28TH, 2013 AT 6:30 PM**

1. Call to Order.

The meeting was called to order by Chairperson Timm at 6:30 PM.

2. Roll Call.

Kristine Timm
Mark Kainz
Dewey Nelson
Atty. Marone
Deputy Clerk Kuehnl

Sue Rehder
Joel Rasmussen
Curt Clark
Clerk Nelson

3. Public Forum.

Mark Kainz, 1320 Snowdon Drive-Passed out a picture of a nonsmoking sign that could be used at the park. This should not be that expensive and not necessarily required, but would be good to have.

4. Accept the resignation of Parks Committee Member Henry Sampson.

A copy of the resignation letter was given to the committee. Motion by Rasmussen/Nelson to accept the resignation of Henry Sampson. No further discussion. Motion carried in a voice vote, 6-0.

5. Introduction of newly appointed Parks Committee Member Curt Clark.

The committee welcomed Curt Clark to the parks committee. Timm explained that the other seat will be filled by someone from the Planning Commission. This should be on the September 11, 2013 Planning Commission agenda. Clark introduced himself as a former Technical Education Teacher for 34 years in the Oshkosh Area School District. Currently, he is a Driver's Education instructor on an hourly basis for the Oshkosh Area School District. Timm explained that this committee has been ongoing for many years and in the last four years it has been a little more aggressive with developing a park. The committee purchased parkland recently. Clark stated that he was actually active through the Boy Scouts and his Technology Education. Clark helped build the playground equipment at the Town Hall and on Kewaunee Street. Timm stated that this knowledge will be a great asset.

6. Review and approve the proposed contract with the Oshkosh Area Community Foundation.

Atty. Marone explained that the old contract was taken to the Foundation. Present at the meeting was Timm, Nelson, Clerk Nelson and herself. There are things that are left open in

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the contract that needs this board to decide. Such as, in the first paragraph it says see schedule A for an amount. This will eventually have to be attached to this document. In number 3, we need to fill in the key contacts. On number 4, we need to put specific dates in there not just general month or year. The date in number 5 has to match the date in the second blank of number 4. The statement, Funds raised to carry out the project by this deadline, needs to be stricken. We have not received the Foundation's Articles of Incorporation and By Laws mentioned in 6a yet. The last item is bullet point b on the second page. This can be one or two names.

Timm is not comfortable using names for bullet point b, but would rather use titles to avoid potential problems. Discussion on what title should be used was had. Decision was to list Chairperson of Parks or the Town Treasurer. Discussion was had on when to put the money with the Foundation. The committee would like to have the Community Foundation come and energize us to go fundraising efforts. The committee could start the process of fundraising by taking people to coffee. The committee members should make a list of people or businesses that they know would donate to the parks efforts. Once the brochures are made, approaching people would be easier. The entire sentence in paragraph 5 should be eliminated, not just the fragment stated earlier. The dirt is coming next year, and then people will see progress. Discussion pursued on what date to enter on the form. January 2, 2014 will be entered, because the 1st is a holiday. So in 4 it would read January 2, 2014 to January 2, 2019. So by February 2, 2019, we need to notify them.

7. Status update on the Jones Park Bid package.

Everyone received a copy of this. This item is just to make sure everyone has a copy.

8. Continued discussion on fundraising efforts.

As stated previously, Atty. Marone, Clerk Nelson, Chairperson Timm, and Member Nelson did meet with Oshkosh Area Foundation. At this meeting, Karlene Grabner stated she would help us get in the right direction. When looking at September, the committee members should have a draft for naming rights. Henry Sampson had done an example. There is gentleman willing to help with the financing and gave his card to one of the Parks Committee members.

September 16, 2013 at 6:30 PM a meeting should be set up for to establish a fundraising committee. There seems to be two options for naming rights; one is a cash donation to do the project, second is for people who manually do the project. Should the second option be done, there should be guidelines in place which need to be followed. For instance, the split rail fences have to meet the standards, but the flowers do not have to be exactly the same.

It was unknown what Sampson meant by area, brim and other things on the fundraising material he put together, which is very helpful. The cost of the recognition should be built into the price of sponsorship. Timm will meet with Sampson to get clarification on the fundraising drawing and information he put together. All members should remember to bring names and/or business names to the fundraising meeting. Timm asked Clerk Nelson to have a representative from the Oshkosh Community Foundation at the September 16, 2013 meeting. Timm will contact the man with the card and the Facebook creator. Rasmussen has a

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connection to a person who was involved in fundraising. Kainz has a connection with an organization that has to donate to healthy causes.

9. Approve minutes of the previous meetings:

A. April 24, 2013

Rasmussen/Nelson motion to approve the April 24, 2013 meeting minutes. No further discussion. Motion carried in a voice vote, 6-0.

B. May 29, 2013

Rasmussen/Nelson motion to approve the May 29, 2013 meeting minutes. No further discussion. Motion carried in a voice vote, 6-0.

C. June 26, 2013

Rasmussen/Clark motion to approve the June 26th, 2013 meeting minutes. No further discussion. Motion carried in a voice vote 6-0.

10. Adjourn.

Nelson/Clark motion to adjourn the meeting. No further discussion. Motion carried in a voice vote, 6-0. Meeting adjourned at 7:30 PM.

Respectfully submitted,

Charlotte K. Nelson, WCMC
Town Clerk
Town of Algoma, Winnebago County, Wisconsin