

VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN  
(Official Minutes)

MONTHLY MEETING of the PARK COMMISSION  
Wednesday, January 21, 2009

Chairperson Sarah Lobdell called the meeting of the Park Commission to order at 6:00 pm in the Meeting Room at the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

**Park Commissioners present:** Robert Stewart, Jill Wegner, Nancy Krei, Melissa Colby, Sharon O'Brien, Sarah Lobdell, Trustee Diane Lewis

**Park Commissioner absent:** Dan Green

**Also present:** Joe Abell, Bill Grunow, Administrator Kelly E. Hayden-Staggs, Village Clerk Dennis Martin, Andy Pearce, Trustee Pete Petersen, Susan Thune

**Approval of Minutes**

O'Brien/Wegner 2<sup>nd</sup> made a MOTION to approve the minutes submitted for the meeting held December 17, 2008, as presented, and the MOTION carried without negative vote.

**Visitors Heard**

**Big Foot Lions Club Annual Reid Park Events**

Big Foot Lions Club members Andy Pearce, Joe Abell and Bill Grunow were at the meeting to present the plans for the club's annual Reid Park events, which include the Fourth of July concession stand, the annual Lobster Boil and Steak Fry, and a new breakfast booth to be operated in conjunction with the annual triathlon run by Frank Dobbs. The park permit application was filed December 15, 2008, but Martin forgot to put the item on the agenda for the Park Commission recommendation. Abell presented the plans for the Fourth of July concession stand, which will be operated from noon on Saturday, July 4, 2009 until the fireworks begin at dusk. Abell stated that the club members will breakdown and clear the site following the fireworks display. O'Brien and Krei made an unofficial motion to advance the application filed by the Big Foot Lions Club for the Fourth of July concession stand to the Village Board with a recommendation for approval as presented, and the unofficial motion carried without negative vote.

Pearce presented the plans for the annual Lobster Boil and Steak Fry, scheduled for Saturday, July 25, 2009. Pearce stated that the club served a record 2,100 dinners at last year's event. Pearce stated that the plans are the same as in previous years, with setup to commence on Friday, July 24, 2009 before 7:30 am. Pearce stated that bands will perform from noon until 11:30 pm. Pearce stated that the one change in the plan is a proposal for the Lions Club members who are working the event to be able to park their automobiles on the Reid Park baseball diamond to help alleviate the parking crunch on the streets. Pearce stated that the Lions Club worked with the DPW to use the baseball diamond area for parking a few years ago during construction projects in and around Reid Park. Pearce stated that the park is cleaned up by noon on Sunday, with the exception of the big tents that are picked up by the rental company on Monday morning. O'Brien and Krei 2<sup>nd</sup> made an unofficial motion to advance the application filed by the Big Foot Lions Club for the annual Lobster Boil and Steak Fry on Saturday, July 25, 2009 to the Village Board with a recommendation for approval as presented, contingent on the parking proposal for the Reid Park baseball diamond to be reviewed by the Director of Public Works, and the unofficial motion carried without negative vote.

Grunow presented the proposal for the Big Foot Lions Club to operate a breakfast booth in conjunction with or adjacent to the tent used by Frank Dobbs for the annual Lake Geneva Triathlon, which is scheduled for Saturday, September 12, 2009. Grunow stated that a few years ago, the Village of Fontana sold coffee and other concessions at the event and it was well received by spectators and the friends and family members of the participants. Grunow stated that the club members met with Frank Dobbs and Hayden-Staggs and the proposed breakfast booth plan advanced after those meetings. Grunow stated that the club would like to use a portion of the tent set up by Dobbs for registration or set up its own tent adjacent to the registration site. Grunow stated that breakfast sandwiches, juice and coffee will be offered during the bicycling portion of the event, which is the time between the opening swimming event and the final running event. Grunow stated that the exact menu will be finalized later in the year and the club will work with Dobbs to either set up the booth inside the registration tent or in a separate tent adjacent to the registration site.

O'Brien and Krei 2<sup>nd</sup> made an unofficial motion to advance the application filed by the Big Foot Lions Club

for the use of Reid Park to operate a breakfast booth during the annual Lake Geneva Triathlon on Saturday morning, September 12, 2009 to the Village Board with a recommendation for approval as presented, contingent on the Lions Club working with Frank Dobbs to either set up the booth inside the registration tent or in a separate tent adjacent to the registration site, and the unofficial motion carried without negative vote.

### **Lions Club Donation**

Abell stated that he also wanted to present a \$1,500 check to the Park Commission from the Big Foot Lions Club and he thanked the Village for allowing the club to use the lakefront facilities. Abell stated that the donation is in addition to the club's \$30,000 commitment for the Little Foot Playground renovation project – which includes a new pirate ship. Lobdell thanked Abell for the donation and the commitment on behalf of the Park Commission, the Village and the residents.

### **Big Foot Recreation Update**

Martin stated that Big Foot Recreation Director Chuck Thiesenhusen was unable to attend the meeting that night, but he submitted the following updates via email: “Unfortunately, I will not be able to attend tonight. Our basketball league starts tonight as well as the start of pickup games of volleyball and indoor soccer – which I need to help coordinate tonight. That said, could you share a few points with everyone: 1. The ice rinks at Rotary Park in Walworth are open. Lights are on and the warming shack is open 5:00 to 9:00 pm daily. There are pickup youth hockey games 5:30 to 6:30 pm on Tuesday and Thursday, Saturday from 9:00 to 10:00 am. Adult pickup games usually occur daily from 6:30 to 7:30 pm. More information can be found on the Big Foot Recreation website. 2. If anyone didn't receive the new Winter/Spring recreation guide, they are available at Village Hall and the library, otherwise please contact the recreation district so we can mail one out. 3. The state has approved the initial plans for the expanded fitness center project at the high school. There are a few more hurdles before construction can commence, but we are hoping for a completion date around April 6. This project will double the size of the fitness center and equipment, as well as move the recreation office so it will be more accessible to the community. The project overview will be available by the end of the week both on the bigfootrecreation.org site and in the fitness center.”

### **Announcements**

#### **Adreani Family Foundation \$1,000 Donation to Park Commission**

Lobdell stated that the Adreani Family Foundation included \$1,000 for the Park Commission in its annual \$4,000 donation to the Village of Fontana. Lobdell stated that she wrote a thank-you letter to Bruce Adreani on behalf of the Park Commission. O'Brien stated that she wanted to thank the Department of Public Works crew for their work in putting up and taking down the holiday decorations – which looked great.

### **General Business**

#### **Park House Use**

The Park House was used 13 times in December 2008.

#### **Treasurer's Report**

Krei presented the treasurer's report as of December 31, 2008.

#### **Plan Commission Report**

The Plan Commission monthly meeting for December was cancelled because of quorum concerns. The Plan Commission will be considering a Conditional Use Permit application and an ETZ Petition to Amend the Zoning Ordinance at its January 26, 2009 meeting, as well as the proposed amendments to the Tree Ordinance.

#### **Public Works Report**

Craig Workman was not able to attend the meeting; however, the parks are all snow covered and the remaining work for the ongoing construction projects will be completed in the spring.

#### **Blue Ribbon Lakefront Building Committee Report**

The Village received RFPs for the proposed renovation of the existing lakefront building, which will be considered at the next meeting of the committee Thursday, January 29, 2009 beginning at 5:00 pm.

#### **TID Maintenance – Items/Update**

Martin stated that with the resignation of Joseph McHugh as the executive director of the CDA, that the Park

Commission members should contact him with any other concerns about areas in need of maintenance.

### **Old Business**

#### **Parks and Open Space Plan 2009**

Lobdell stated that a meeting of the subcommittee is needed to finalize the updated plan, which expired December 31, 2008. Lobdell stated that most of the objectives outlined in the previous plan have been accomplished and the committee members need to come up with some new objectives and update the plan. The subcommittee members scheduled a meeting for Saturday, February 7, 2009 beginning at 9:00 am at the Village Hall.

#### **Tree Ordinance Amendments**

A draft of proposed amendments to the Tree Ordinance was prepared and distributed by Assistant Zoning Administrator Bridget McCarthy at last month's meeting. The Park Commission members were asked to review the proposed amendments and provide input. O'Brien stated that she met with Assistant Zoning Administrator Bridget McCarthy and Building Inspector/Zoning Administrator Ron Nyman to discuss some concerns she has with the Tree Ordinance, but more fine-tuning is needed before the Park Commission makes a recommendation on the proposed amendments. The Park Commission members were in consensus that although the Village Board directed the Park Commission to remove the tree replacement requirements for the removal of evasive and undesirable tree species, there needs to be some protection for larger undesirable trees that help make up the existing tree canopy. If there are hundreds of evasive and undesirable trees being removed as part of a woodland rehabilitation project, the replacement requirements could be waived or made more relaxed than if the undesirable tree or trees are located on a lot that features a small total number of trees. Following discussion, the Park Commission directed O'Brien and Robert Stewart to meet with Nyman and McCarthy to work on a sliding scale for the replacement of undesirable and evasive tree species and to finalize the Park Commission's recommendation prior to next month's meeting.

#### **Benches for Porter Court Plaza**

None of the Park Commission members were able to tour the Porter Court Plaza to make a recommendation on the location and numbers of benches to install in the new park. At last month's meeting, the Park Commission members were in consensus that they prefer the black steel benches that match the benches to be installed in the Third Avenue project. The benches are available at a 6-foot length or at an 8-foot length. The Park Commission members will tour the Porter Court Plaza and the Duck Pond Recreation Area prior to the next monthly meeting. The bench or benches will be purchased by the CDA and installed by the DPW.

#### **Park Permit Application Amendment for Beer and Wine Consumption at Special Events at Duck Pond Recreation Area**

The Park Commission reviewed proposed additional language on the park permit application that would enable people who rent the Duck Pond Pavilion Area to apply for a permit for the consumption of beer and wine. Following discussion, the Park Commission members directed Martin to add language to the proposed amendment indicating that the Duck Pond Recreation Area closes at dusk; making the fee for a beer/wine consumption permit an additional \$75 on top of the \$75 rental fee for the Duck Pond Pavilion; making the deposit required for the use of the Duck Pond Pavilion \$150 when there is a beer/wine consumption permit issued for the event; and making some other minor language corrections and additions. Martin will correct the draft and send it out for further review prior to next month's meeting. The Park Commission members asked if the revenue derived from park permits could be placed in a special Park Commission revenue account in the budget to offset the Park Commission budget. Petersen stated that all of the revenue the Village takes in during the year is tracked in an account in the General Fund and it would not be worth the extra trouble to create separate accounts for each revenue item.

#### **Green Space Manager RFPs Submitted by Roy Diblik and EC3 Environmental Consulting Group, Inc. (Adam Ingwell)**

The Park Commission members have not been provided copies of the RFPs submitted by Roy Diblik and Adam Ingwell. The RFPs will be copied and distributed for next month's meeting.

### **New Business**

#### **Sledding Hill Proposal for Duck Pond Recreation Area**

Sue Thune, the recreation director for the Abbey Resort, stated that she would like the Village to designate a

hill at the Duck Pond Recreation Area as a sledding hill. Thune stated that after attending the last meeting of the Village Board, she met with Craig Workman at the Duck Pond and they found two potential sites for a sledding hill. The first site is located near the entrance to the park, to the north of the pedestrian path. The other potential site is located in the park adjacent to the end of the circle drive area. Thune stated that the hill located at the end of the circle drive would be more preferable because of its proximity to the Duck Pond Pavilion and restrooms. Thune stated that the hill currently is brush covered, but Workman indicated the brush could be cleared with little difficulty in the spring when it is not covered with snow and ice. Hayden-Staggs stated that the village insurance provider indicated that the designation of a sledding hill at the Duck Pond would be covered by the Village's current policy, and there would be no liability risk or premium increase. O'Brien stated that Workman indicated it would not be safe for the village crew members to clear the brush at this time because the Village does not own the proper equipment; however, a contractor could be hired to clear the brush this winter. O'Brien stated that the cost could be determined and the Park Commission could check the current budget to look for funds to pay for the clearing of the brush. Petersen stated that the Park Commission should take into consideration that the hill at the end of the circle drive area has a very steep incline that leads to a pond. Petersen stated that the area is often cited as a safety concern during summer months, and the brush helps deter children from wandering down the hill and potentially falling into the pond. Lobdell stated that the Park Commission members should visit the site and take into consideration the safety ramifications of the proposal. The Park Commission members were in consensus that Workman should solicit bids for clearing the brush from the hill this winter and help determine if the sledding hill would be economically feasible and safe. Thune stated that another winter sports option that the Village could consider for the Duck Pond is groomed cross-country skiing trails or snow-shoe trails. Thune stated that she would also like to help the Village plan a winter festival for President's Day weekend at which fun, family events could be staged. Thune stated that the Village could begin planning now for next year.

#### **Bills to Pay**

None submitted

#### **Park Requests**

Big Foot Lions Club applications acted on under Visitors Heard.

#### **Any Other Comments or Concerns**

O'Brien stated that she and Hayden-Staggs met with Porter Harrett to review the PowerPoint slide show that Harrett created for the Park Commission's planting beds. Harrett prepared the slide show and a notebook on the computer, and hard copies will be printed for distribution. The slide show also will be posted on the Village website. O'Brien stated that the Village's fantastic flowerbeds also were the topic of a national program presented by Roy Diblik in Chicago. Krei announced that the Fontana Public Library will be hosting a book-signing event featuring local author Trudy Schubert on Saturday, January 24, 2009 from 10:00 am to noon. Schubert will be signing her book, "Finbar's Heavenly Father," which will be on sale at the event for \$15. Proceeds will go to the Lakeland Animal Shelter. Visitors also will be able to meet Finbar and Father Jim McKittrick at the event.

#### **Pending Items for Future Agendas**

1. Park Maintenance Plan
2. Volunteer Opportunities (Master Gardeners Group)
3. Park Open House Events
4. Landscape Plans for VOF/Pheasant Ridge Corner Lot at County Highway B & Indian Hills Road
5. Brick Program
6. Pet Waste

#### **Adjournment**

O'Brien/Stewart 2<sup>nd</sup> made a MOTION to adjourn the meeting at 7:06 pm, and the MOTION carried without negative vote.

Note: These minutes are subject to further editing. Once approved by the Park Commission the official minutes will be on file at the Fontana Village Hall.

Approved: 2/18/09