

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

MONTHLY MEETING of the PARK COMMISSION
Wednesday, February 20, 2008

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: Sarah Lobdell, Daniel Green, Nancy Krei, Jill Wegner, Dawn Sammons, Trustee Bob Youngquist

Park Commissioners absent: Brent Horvath, Sharon O'Brien

Also present: Wally Bullard, CDA Commissioner Gail Hibbard, Village Clerk Dennis Martin, CDA Executive Director Joseph McHugh, Director of Public Works Craig Workman

Approval of Minutes

Youngquist/Green 2nd made a MOTION to approve the minutes submitted for the meeting held January 16, 2008, as presented, and the MOTION carried without negative vote.

Visitors Heard

None

Announcements

None

General Business

Park House Use

Lobdell reported that the Park House was used nine times in January 2008.

Treasurer's Report

The Financial Report as of January 31, 2008 was presented by Krei.

Plan Commission Report

Lobdell stated that the Plan Commission will be presented proposed amendments to the lakefront zoning code at its monthly meeting Monday, April 28, 2008.

Public Works Report

Workman stated that there will be nothing new to report until spring and the ground thaws.

Old Business

Duck Pond Frisbee Golf Course

Lobdell stated that Wally Bullard make a sketch diagram of the nine-hole course layout that mainly is around the parking area at the Duck Pond. Lobdell distributed the diagram and the Park Commission was in consensus that the layout for the initial nine-hole course looks good. Lobdell stated that a date will have to be scheduled to cleanup the brush and clear the paths in the area of the new golf course holes. Youngquist stated that the Park Commission could schedule a community-wide event to solicit help to cleanup up the golf course holes and to demonstrate the sport. Lobdell stated that maybe the Park Commission could coordinate a community event for the new Frisbee golf course on the same day as the annual Easter Egg Hunt. Lobdell stated that after the egg hunt, the cleanup and demonstration event could be held. Krei stated that she is concerned that the egg hunt date may not work for the Frisbee golf course event since Easter is early this year and it may be too cold. Krei stated that Easter also is a busy time and residents may only have enough free time to attend the egg hunt in the morning and not stay for the Frisbee golf course event. Following discussion, the Park Commission was in consensus that a date for the Frisbee golf course cleanup and demonstration event should be scheduled for Saturday, April 12, 2008 beginning at 10:00 AM. Lobdell stated

that a related topic is purchasing discs for resale to people to play on the new course. Lobdell stated that the Park Commission could purchase 50 discs for \$5 each, and the discs could feature the Park Commission logo. Lobdell stated that there also would be one-time setup fee of \$50, and it takes about three weeks for delivery from the time the order is placed. Lobdell stated that the Park Commission could preliminarily approve the purchase of 50 discs for \$300 and work out the resale details with Village Administrator Kelly Hayden-Staggs and Treasurer Peg Pollitt. Bullard stated that if the Park Commission logo is provided, that it can be printed on the discs.

Youngquist/Sammons 2nd made a MOTION to approve the \$300 investment for the purchase of 50 discs through Wally Bullard, with the discs to feature the Park Commission logo, and the MOTION carried without negative vote.

Little Foot Playground Improvements

Hibbard stated that the subcommittee held a brief meeting prior to the Park Commission meeting. Hibbard stated that the subcommittee members would like to get the complete improvement plan formulated and then present it to the CDA for funding consideration. The ultimate plan will cost about \$80,000, but all the equipment does not have to be implemented at the same time – it can be purchased and completed in phases. Hibbard stated that maybe the CDA Board will approve funding one-third of the total project cost, and the rest of the funds could be budgeted by the Village Board and acquired through donations. The Park Commission was on consensus that the brick program could be reinstated as a means to raise funds for the project. Hibbard stated that once the Village starts the improvement plan it could generate public interest. Workman stated that Gerber Leisure Products has provided three design options that range from \$70,000 to \$34,000 in total price. Youngquist stated that the subcommittee must keep in mind all age groups when determining what parts of the playground will be renovated and what parts will be replaced. The subcommittee will meet again to finalize the details of the plan before it is presented to the CDA Board for consideration. Youngquist stated that former Park Commission President Rick Treptow also expressed concern that the Park Commission make sure that any equipment that was donated isn't removed without contacting the people who donated the equipment. Youngquist stated that the Village does not want to offend any people who may have donated some of the current playground equipment. Following discussion, the Park Commission was in consensus that the proposal for the first year should be to purchase a portion of the new ship and the toddler swing-set for a total of \$43,500 (including installation costs), and to perform maintenance work as required on the existing playground equipment. The subcommittee will meet Tuesday, February 26, 2008 at 5:30 PM to finalize the proposal, which will be presented to the CDA Board at its monthly meeting on Wednesday, March 5, 2008 beginning at 6:00 PM.

Report from Long-term Planning Workshop

Lobdell distributed the notes from the Long-term Planning Workshop held in January. The notes will be added to the official minutes.

Garden Club Bench Donation

Lobdell stated that Sharon O'Brien talked to the Garden Club members and the club has agreed that the donated bench should be installed at the new Mill House Pavilion.

Park Open House Events

Lobdell stated that the first open house event scheduled by the Park Commission this year will be the open house for the new Mill House Pavilion. The initial plan was for the Mill House Pavilion to be completed this spring; however, because of planning delays, the pavilion construction is scheduled to begin in late spring and not be completed until later in the summer. The exact date of the open house will be determined when the construction schedule is certain. Lobdell stated that the other open house event scheduled by the Park Commission will be held Sunday, September 14, 2008 at the Duck Pond Recreation Area.

New Business

Easter Egg Hunt – March 22, 2008, 10:00 AM, Duck Pond

Lobdell stated that Easter is early this year so the annual egg hunt has been scheduled for Saturday, March 22, 2008 at the Duck Pond. Lobdell stated that she will contact the Big Foot Recreation Department and Rallee Whowell-Chupich to finalize the event details. Volunteers will be needed to stuff the eggs and to help hide them at the Duck Pond the morning of the event. Lobdell stated that the volunteers should report at the Duck Pond between 8:00 and 8:30 AM.

Van Slyke Creek Culvert

Wegner stated that she met with representatives of the USDA and Agrecol to discuss the project to rehabilitate the creek for the trout population. The Village has secured a \$5,800 grant to remove the concrete dams from the creek by the headwaters. Wegner stated that the next required step would be to lower the current culvert at South Main Street or to construct a fish ladder. Wegner stated that the USDA representative stated that the agency can provide the plans to construct an inexpensive fish ladder that would fulfill the grant requirements. Wegner stated that the USDA also will secure the required permits from the Wisconsin Department of Natural Resources. Workman stated that he preliminarily reviewed the USDA fish ladder plans and they seem simple enough that the Department of Public Works crew could complete the work. Workman stated that his only question is how the water would be diverted from the creek while the fish ladder is being installed. Wegner stated that the USDA will draft the final construction plan for the Village, and the representative indicated that it is not too complicated. Wegner stated that there is other required creek cleanup work that can be completed by volunteers and by the members of the two local chapters of the Trout Unlimited organization. Wegner stated that the Village may also be able to acquire more grant funds for the project to restore the native trout population in the creek. The Park Commission members stated that they are all excited about the project and thanked Wegner for her hard work coordinating the planning.

Parks Maintenance Plan

Lobdell stated that the Park Commission will develop a comprehensive plan to schedule the required maintenance projects and to delineate who is responsible for the various projects. Lobdell stated that the Park Commission can start developing the list of maintenance projects during the annual park walk events in May.

Bills to Pay

None were submitted.

Park Requests – Fontana Garden Club, May 23-25, 2008

The Fontana Garden Club submitted the annual application to use the Park House for its plant sale from May 23 to 25, 2008. The plans are the same as previous years and the club again requested that the fee be waived. Krei stated that if the Park Commission approves the waiver of the fee, the garden club members should be informed of the gesture being made by the Village and the club members should be encouraged to help the Park Commission with its planting projects that depend on volunteers. The Park Commission also received a permit application from Sheila Venteicher, 323 Frost Drive, Williams Bay, to use the Park House on Sunday, April 27, 2008 from noon until 6:00 PM for a First Communion party. There will be 25 to 30 guests and Venteicher indicated they would like to set-up for the party beginning at 10:00 AM.

Wegner/Youngquist 2nd made a MOTION to approve the park permit applications as presented, with the fee waived for the Fontana Garden Club, and the MOTION carried without negative vote.

Bulb Planting

McHugh stated that the Village is able to purchase bulbs directly from wholesalers at a much cheaper price than if the bulbs are ordered and planted by contractors. McHugh stated that there is \$15,000 in the landscaping budget for the Triangle Park at the Duck Pond. McHugh stated that when the bulbs are ordered for the Triangle Park, the Park Commission could also order bulbs to be planted at Reid Park, the beach house and on Fontana Boulevard. The bulbs are much cheaper when purchased directly, but the Village will need volunteers to plant the bulbs. McHugh stated that the bulbs are typically planted in the fall, before the first frost of the season. The Park Commission was in consensus that Sharon O'Brien should work with Roy Diblik to select the bulbs to be purchased.

Any Other Comments or Concerns

McHugh stated that last year after received a request from Trustee Bill Turner, the Village obtained through Roy Diblik a self-watering hanging flower planter. The list price for the planters is about \$128. McHugh stated that Turner thought that hanging flower planters could help enhance the Highway 67 corridor and the landscaping areas around the beach house and the Reid Park restrooms and pavilion building. The Park Commission directed McHugh and Workman to try the planter out for one summer in the Village Hall parking lot to see how it works. Lobdell stated that Agrecol provided a catalog offering reduced prices for early plant orders; however, the Park Commission does not have any plants that need to be purchased for this season.

Pending Items for Future Agendas

1. Landscape Plans for Mill House Pavilion and VOF/Pheasant Ridge Corner Lot at County Highway B & Indian Hills Road
2. Fontana-Walworth Pedestrian Connection
3. Comprehensive Outdoor Recreation Plan (CORP)/Upgraded Parks and Open Space Plan
4. Brick Program
5. Pet Waste
6. Money Raising Opportunities

Adjournment

Wegner/Youngquist 2nd made a MOTION to adjourn the meeting at 6:54 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: 03/19/2008