

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

MONTHLY MEETING of the PARK COMMISSION
Wednesday, February 21, 2007

Chairman Rick Treptow called the meeting of the Park Commission to order at 6:04 pm at the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

Park Commissioners present: Treptow, Dawn Sammons, Jill Wegner, Sarah Lobdell, Laurie Larson, Trustee Joe Bidwill

Park Commissioners absent: Brent Horvath, Sharon O'Brien

Also present: Joe Abell, Village Administrator Kelly Hayden-Staggs, Gail Hibbard, Village Clerk Dennis Martin, CDA Executive Director Joseph McHugh, Trustee Micki O'Connell, Andy Pearce, Trustee Ron Pollitt, Don Roberts, Director of Public Works Craig Workman

Approval of Minutes

Lobdell/Wegner 2nd made a MOTION to approve the minutes for the meeting held January 17, 2007 as submitted, and the MOTION carried without negative vote.

Visitors Heard

Big Foot Lions Club Summer Activities (Steak Fry/Lobster Boil and Fourth of July)

Lions Club members Andy Pearce and Joe Abell presented the plans for the club's annual summer fund-raising activities in Reid Park. Abell stated that the plans for the Fourth of July concession stand are the same as last year. The stand will be located on the grass adjacent to the beach parking lot in front of the gazebo. Pearce stated that the plans for the July 28, 2007 Steak Fry/Lobster Boil are also the same as last year, except there will be no construction areas to work around. A green snow fence will be erected around the entire perimeter, except by the lake where traffic barricades will be placed. The Park Commission members were in consensus that the plans were appropriate as presented. Abell also presented to the Park Commission a check for \$1,500 from the Big Foot Lions Club. Abell stated that the Lions donate all of the proceeds from club events to the community and charitable causes and he thanked the Park Commission for its support of Lions Club events. Treptow thanked the Lions Club for the annual donation and presented an Arbor Day calendar to Pearce and Abell.

Announcements

Treptow stated that the Tree City USA application has been approved and forwarded to the National Arbor Day Foundation. Treptow also read letters the Park Commission received from Paul Wukasch and John Strong, who complimented the Park Commission and made donations to the Mill House Pavilion project; and from Stu Bagni, who stated, "Thanks for taking care of the lilac bushes in Pioneer Park" and "Hope the Village will trim the trees." Treptow also presented a letter that Trustee Pollitt wrote on January 31, 2007 to Kenneth Rodeck in response to a letter Rodeck submitted to the Village on December 28, 2006.

General Business

Park House Use

Treptow reported that the Park House was used 13 times in January 2007.

Treasurer's Report

The Financial Report as of January 31, 2007 was presented by Lobdell.

Old Business

Parks Projects/Completion Dates

Workman stated that he will work with Roy Diblik to finalize the landscaping plan for the Reid Park restrooms and pavilion. Workman stated that plantings to help screen the back of Chuck's and Gordy's will be incorporated into the plan. Treptow stated that Diblik has preliminary plans prepared and they look good.

Workman stated that the new Main Lift Pumping Station is scheduled to be online by next week. Workman stated that all the testing is complete and employees are being trained to operate the new lift station. Workman stated that the restrooms and pavilion building is complete, it just needs a fresh coat of paint. Following discussion, McHugh was directed to make sure that all the trees planned for the Hildebrand Conservancy entrance area are scheduled to be planted this spring.

Mill House Pavilion - Update

Trustee Pollitt stated that private donations received for the project have exceeded the \$10,000 level, plus the CDA has made a \$35,000 commitment. Pollitt stated that he will submit for reconsideration the grant proposal to the Kikkoman Foods Foundation now that the fund-raising efforts are showing positive results. Pollitt stated that the preliminary plans have been completed by Architect David Coates, and a contractor and some construction industry workers have contacted him regarding volunteering construction labor services. Pollitt stated that he previously talked to a landscaper who has offered to help install the blocks to be used on the entrance paths to the pavilion. Pollitt stated that Stewart Excavation and Tom Cook have submitted a \$16,000 proposal to tear out the remains of the foundation, restore the bricks and install the new foundation. After the outer perimeter is completed, the next step in the construction of the pavilion would be to put in the pilings and footings for the main structure. Hayden-Staggs stated that the Village still has to finalize some legal and zoning issues before a contract is approved to get the project started. Treptow asked Pollitt if Coates can prepare a solid total estimate for the construction of the building and rock work. Following a discussion on the desirability of exterior lighting at the site, Hayden-Staggs stated that staff should complete a zoning review of the preliminary project plans. Treptow stated that the list of donors is up to date on the Village website, and Pollitt asked if a section could be added to the website item that recognizes the donation of goods and services. Martin stated that he can add the information to the website when it is provided to him. The Mill House Pavilion subcommittee will meet next week to discuss the current issues.

Landscape Plans – Reid Park Restrooms

Treptow stated that Diblik was not able to attend the meeting that night, so he will present an update at next month's meeting.

Landscape Plans - Library

Treptow stated that Diblik was not able to attend the meeting that night, so he will present an update at next month's meeting.

Tree Ordinance – Comments Regarding Changes/Send to Staff

Treptow stated that Wegner drafted the proposed amendments to the Tree Ordinance and the document was emailed to the Park Commission members, Building Inspector Ron Nyman, Assistant Zoning Administrator Bridget McCarthy and Hayden-Staggs. Trustee Bidwill stated that he did not receive the document until that night and requested that the proposed changes be summarized. Treptow stated that a reference to the definitions section of the ordinance was added to the beginning of the ordinance; "shall" was changed to "may" for the site visits called for in the ordinance regarding plans submitted by certified arborists or tree specialists; the number of required enforcement inspections was reduced; a requirement to have Tree Permits prominently displayed at the site was added; the notice of completion called for in the ordinance was changed so that it does not have to be submitted in writing; trees located in a proposed building footprint were taken out of the calculating method in the clear-cutting section of the ordinance, but trees cut down in the footprint that are greater than 8 inches in diameter (DBH – diameter at breast height) still have to be replaced; two species were added to the nuisance and weed tree list; the tree protection section was amended to eliminate the requirement for a painted line to delineate the perimeter and to reduce the height of the required silt fencing from 4 feet to 2 feet; the mitigation requirement section was amended to state that the building inspector must be notified within three days of the fulfillment of the requirements, and that replacement requirements and penalties can be appealed to the Tree Board; the penalties section was amended to state that fines will be imposed for trees that are cut down without a permit if they measure 8 inches in diameter or more, with the fine set at \$500 for trees up to 12 inches in diameter and \$100 per inch thereafter; and the follow-up inspection requirement section was amended to state that the building inspector reserves the right to conduct follow-up inspections during a three-year period, but the follow-up inspections are not required. The Park Commission agreed that an initially proposed amendment that would have changed the findings section to state "may" instead of "shall" was changed back to "shall" after Larson stated some concerns. Treptow stated that staff also will have to clean up the proposed language for the amended penalty section.

The proposed changes will be forwarded to the Plan Commission for consideration and to schedule a public hearing.

Larson/Wegner 2nd made a MOTION to forward the proposed amendments to the Natural Resources Conservation Ordinance (Tree Ordinance) to the Plan Commission as presented, with the amended penalty language to be finalized by staff, and the MOTION carried without negative vote.

Retaining Wall Facing Material

Treptow stated that he put the item back on the agenda when he realized that the retaining wall facing material at the library entrance has to be a smooth, flat surface to accommodate the painting of a mural on the wall. The Park Commission previously approved a motion that called for the use of split-face, cut stone for the retaining wall at the exit of the Village Hall parking lot.

Wegner/Larson 2nd made a MOTION to change the Park Commission recommendation so that the retaining wall to the left of the Library entrance be a smooth, flat surface to accommodate the painting of a mural on the wall and all other should remain with the cut rock as recommended at the last meeting. The MOTION carried without negative vote.

Christmas Décor Subcommittee

Treptow stated that Sharon O'Brien volunteered to be the chairman of the Park Commission's Christmas decorations subcommittee. Larson and Wegner volunteered to be members of the subcommittee that will make a recommendation on the \$10,000 budget item.

Fence Recommendation

McHugh stated that he had the agenda item added to revisit the lakefront fence recommendation at the request of the CDA. McHugh stated that the Lakefront and Harbor Committee recently approved a motion that recommends the Village propose to install the same style of wrought-iron fence as the Abbey Resort. Treptow stated that the Park Commission initially recommended that the Village propose the installation of wrought-iron fencing along the beach and in the lakefront parks and boat trailer parking lot, but that recommendation was changed to component steel before it was changed back to wrought-iron. McHugh stated that he has received estimates between \$90 and \$110 per linear foot for the installation of both styles of fencing. McHugh stated that there is approximately 1,300 feet of fencing being proposed for the beach area, and another 160 to 170 feet along Little Foot Park and the boat trailer parking lot. Treptow stated that the Park Commission still recommends that a simple style of wrought-iron fencing be proposed for approval, but the Park Commission does still favor wrought-iron over component steel fencing.

New Business

Banners for Revenue

Treptow stated that he added the agenda item for discussion for the Park Commissioners to begin thinking of ideas to raise revenue. The new light poles along Highway 67 have banner arms mounted on them, and Treptow stated that maybe the Village could raise revenue by selling the sponsorship of banners. Treptow stated that the Park Commission may also want to consider reinstating its brick program, especially for the new Mill House Pavilion. Regarding the light pole banner arms, Workman stated that they can be removed from the poles if desired. Following a brief discussion, Treptow stated that he just wanted the Park Commission members to consider ideas for raising funds because the banners are very expensive and we will discuss the issue again at future meetings. Sammons will be in charge of the brick sales.

Conservancy Items – Mill House

Treptow stated that he discussed the Geneva Lake Conservancy issues with Sharon O'Brien, who is a member of the conservancy's board of directors, and decided that there was nothing further to do at this time. Pollitt stated that he discussed the issue with Jim Celano, the executive director of the Geneva Lake Conservancy, and the concern was with regard to the conservancy's plan to name its office the Mill House. The conservancy is planning a fund-raiser to benefit the refurbishment of its office building at 398 Mill Street, and historical records show that the former residence used to be called the Mill House. Treptow stated that the Village's proposed Mill House Pavilion may have a different name eventually if a significant grant is secured. Treptow stated that perhaps the issue should just be left alone for the time being. Regarding the Geneva Lake Conservancy's request to have another walking tour of the Hildebrand Conservancy scheduled, Treptow stated that a joint walking tour of the area will be planned for May after some of the plants have started to bloom.

Fontana Garden Club – Fen Donation

Treptow stated that the Fontana Garden Club has offered to donate a park bench to be placed in the Fontana Fen. Treptow stated that he gave the club members a catalog to choose the style of bench to be donated, and the club members will show the Park Commission what design was selected before the bench is ordered.

Highway 67 Landscaping Project

Workman stated that the Village received six bids for the landscaping and irrigation project for Highway 67. The low bid of \$128,000 was submitted by Prairie Tree. The bid includes about \$40,000 for the installation of an irrigation system and \$80,000 to \$90,000 for the landscaping. The bids will be presented for consideration at the next Village Board meeting on Monday, March 5, 2007.

Fontana Boulevard Street Lighting Options

Treptow stated that the agenda was added because the CDA wants the Park Commission to reconsider its recommendation to install in the middle of Fontana Boulevard single light poles with two light bulb fixtures on top facing opposite directions. In response to questions, McHugh stated that the CDA asked the Park Commission to reconsider its recommendation because the issue related to the burying of utility lines and the existing parking lot light poles at the Abbey Resort. McHugh stated that the CDA was looking for possible solutions to having the Abbey Resort parking lot light poles with their overhead wires remaining in the area after the utility lines are buried. McHugh stated that if the Village installed lower light poles on both sides of Fontana Boulevard, the poles on the south side of the street could be used to illuminate the Abbey Resort parking lot. Treptow stated that the original recommendation was made when the Park Commission studied the entire Village. The Fontana Boulevard design was recommended to give the boulevard a little different look than Highway 67. Following discussion, the Park Commission members were in consensus that they favored the initial recommendation for single poles with double light fixtures down the middle of Fontana Boulevard.

Bills to Pay

Treptow stated the Park Commission received a bill from David Coates for \$1,426.25 for Mill House Pavilion design work. Treptow stated that the bill includes a percentage taken off by Coates for volunteering his time. The funds will be taken out of the Mill House Pavilion fund. The Park Commission also received an estimated bill from Northwind Perennial Farm for the remaining three boulevard median beds totaling \$3,004.80. The funds are in the budget.

Lobdell/Sammons 2nd made a MOTION to approve the payment of the bills as submitted, and the MOTION carried without negative vote.

Park Requests

Treptow stated that the Village received park use applications from the Fontana Garden Club to use the Park House from May 24 to 27, 2007 for its annual plant sale; the Community Church of Fontana to use the gazebo and Reid Park for an Easter sunrise service on Sunday, April 8, 2007; from the Big Foot Lions Club to use portions of Reid Park and the gazebo area for its Fourth of July concession stand and for its Steak Fry/Lobster Boil from July 27 to 29, 2007; and from Erica Kreuzer and Michael Luce to use the gazebo for a wedding for a eight-hour period on July 27, 2007. The Park Commission determined that the annual Big Foot Lions Club event will conflict with the request filed by Kreuzer and Luce. Following discussion, the Park Commission decided to also approve the use of Pioneer Park for the Fontana Garden Club event in case the members would like more space than is available at the Park House.

Larson/Sammons 2nd made a MOTION to approve the park permit applications filed by the Fontana Garden Club, with Pioneer Park added as a second site, for May 24 to 27, 2007; by the Community Church of Fontana for April 8, 2007; and by the Big Foot Lions Club for July 4, 2007 and July 27 to 29, 2007; and to deny the park permit application filed by Erica Kreuzer and Michael Luce. The MOTION carried without negative vote.

Any Other Comments or Concerns

Wegner stated that she is trying to solicit volunteers to help pull garlic mustard this spring. O'Connell asked if private residents and property owner associations can contact the firm that is spraying Village property for garlic mustard, and was told Agrecol will be notified. Lobdell asked for an agenda item to consider the rental rates for Duck Pond facilities and to establish a fee for the use of the Duck Pond Pavilion.

Pending Park Commission Items for Future Agendas

1. Landscape Plans for Mill House Pavilion, Wild Duck Road, Beach House, VOF/Pheasant Ridge Parcel
2. Frisbee Golf - Duck Pond
3. Village Irrigation Systems
4. "Summer Breeze"
5. Chuck's Landscaping
6. Bird and Bat Houses

Adjournment

Wegner/Sammons 2nd made a MOTION to adjourn the meeting at 7:43 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: 3/21/07