

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

MONTHLY MEETING of the PARK COMMISSION
Wednesday, April 13, 2011

Chairperson Cindy Wilson 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: Trustee Wilson, Sarah Lobdell, Sharon O'Brien, Dan Green

Park Commissioners absent: Laura Coates, Gail Hibbard, Sharon Conklin, Advisor Diane Lewis

Also present: Library Director Nancy Krei, Village Clerk Dennis Martin, David Schuster, Big Foot Recreation District Director Chuck Thiesenhusen, Rick Treptow, Director of Public Works Craig Workman

Approval of Minutes

Lobdell/Green 2nd made a MOTION to approve the minutes for the meeting held February 16, 2011, as presented, and the MOTION carried without negative vote.

Visitors Heard

None

General Business

Park House Use

The Park House was used 4 times in February 2011 and 9 times in March 2011.

Treasurer's Report

The updated treasurer's report as of March 31, 2011 was presented by Lobdell.

Plan Commission Report

Lobdell stated that the Plan Commission and Village Board will hold a joint workshop meeting on the Chapter 17 and 18 rewriting project Monday, April 25, 2011 at 6:00 pm at the Village Hall.

Public Works Report

Workman stated that there is nothing to report that will not be covered in the agenda items.

TID Maintenance – Items/Update

Workman stated that the controlled burns at the Fontana Fen and at the Duck Pond were completed the previous day. Workman stated that he and two DPW crew members worked with Tom Vanderpoel to conduct the burns, and volunteer assistance was provided by Park Commissioner Gail Hibbard and other members of the Fontana Garden Club.

Old Business

Fontana Boulevard Median Plantings Renovation Plan – Roy Diblik

Workman stated that he met with Roy Diblik of Northwind Perennial Farm and Matt Moore of Blackstone Landscape, Inc. to develop the proposal for the transplanting of the plants in the Fontana Boulevard flower beds to address traffic site line concerns. Workman stated that in order to clear the vision triangles, it will require about \$10,000 in labor costs due to the soil height of the current beds. Design and layout services would be provided by Diblik for \$1,250; and Blackstone would provide the labor to dig up and relocate some of the perennial beds and plant sod in the medians for \$9,597. Workman stated that the plan is to reuse all the current plants; however, the project has to be commenced within the next week before the growing season is underway. O'Brien stated that there are funds in the green space management budget account to cover Diblik's project expenses. Workman stated that the funds for Blackstone can be derived from a budget amendment if the Park Commission and Village Board approves his proposal to amend the Blackstone contract and to not hire the part-time DPW crew members this summer.

Wilson/O'Brien 2nd made a MOTION to recommend Village Board approval of the Fontana Boulevard median plantings site line renovation proposal as presented, and the MOTION carried without negative vote.

Porter Court Plaza Plantings Improvement Plan – Roy Diblik

Wilson stated that Diblik can use some of the plants to be removed from the median flowerbeds to help spruce up the Porter Court Plaza, and that he had also offered to donate some plants for the project. Workman stated that they did not discuss the Porter Court Plaza project, but it will be addressed during the upcoming Fontana Boulevard median project. O'Brien stated that Diblik should just use his discretion in selecting additional plants for Porter Court Plaza, and if extra plants are needed, they can be approved at next month's meeting.

O'Brien/Lobdell 2nd made a MOTION to table the item, and the MOTION carried without negative vote.

Memorial Tree & Bench Program Brochure Approval

The draft of the brochure was reviewed and the current fees and planting dates were incorporated. Martin stated that the only remaining task is to identify and map out locations for future trees and memorial benches. The Memorial Tree & Bench Program is for people who wish to have trees or benches dedicated on village parkland. The Park Commission Tree Enhancement Program is a rebate program that is available to property owners for the planting of trees on private property. Wilson thanked staff for its work in drafting the brochure, which will be posted on the Village website.

Lobdell/O'Brien 2nd made a MOTION to approve the Memorial Tree and Bench Program brochure as presented, and the MOTION carried without negative vote.

Mill House Pavilion Subcommittee Report

Rick Treptow stated that the subcommittee held a meeting at the Mill House Pavilion on Thursday, April 7, 2011 and he provided minutes from the meeting. Treptow stated that the subcommittee has some projects it would like to complete with the \$1,182 balance of donated funds and he will present those items for approval when cost estimates are received. Treptow stated that he will talk to Workman about the proposed placement of two picnic tables at the pavilion.

Easter Egg Hunt Event Planning

The Village has received confirmation that Gordy's Lakefront Marine, the Abbey Resort, and Dean's Foods will be making their annual contributions for the Easter Egg Hunt on Saturday, April 23, 2011 beginning at 10:00 am at the Duck Pond Recreation Area. Lobdell stated that volunteers are needed to help spread the eggs prior to the event, beginning at 8:00 am on April 23, 2011.

New Business

Blackstone Green Space Maintenance Proposal

Workman stated that the Village typically hires three part-time DPW employees in the summer months to provide grass cutting, landscaping and park maintenance services, which include emptying garbage cans and cleaning the park and beach bathrooms. Workman stated that the Finance Committee members asked him to look into contracting some of the services out in lieu of hiring part-time employees, and it makes fiscal sense to contract out the work. Workman stated that Matt Moore of Blackstone has submitted a proposal to provide the grass mowing, landscaping, bathroom cleaning and garbage removal services for five days a week for \$33,000. Workman stated that if approved, the Village will not have to purchase an \$11,000 tractor this year – which is in the current budget. Workman stated that if the Village does not hire the summer part-time employees and contracts with Blackstone, the new tractor will not have to be purchased and the total savings in the budget will be about \$20,000. Workman stated that a portion of the savings can be allocated for the Fontana Boulevard median plantings relocation project. Workman stated that the green space proposal will ultimately save the village funds and the grass cutting and landscaping services will be provided by trained landscaping employees, not by part-time DPW crew members. The Park Commission reached a consensus following discussion that the green space maintenance proposal submitted by Blackstone should be approved on a one-year trial basis.

Wilson/O'Brien 2nd made a MOTION to recommend Village Board approval of the proposal to amend the budget and authorize a contract amendment with Blackstone Landscape, Inc. to provide mowing, landscaping, garbage removal and bathroom cleaning services in the Village parks five days a week for \$33,000 on a one-year trial basis, as presented. The MOTION carried without negative vote.

Fontana Middle School Work Day Request for May 9, 2011, Noon to 3:00 PM

O'Brien stated that as well as the annual cleanup project in the Hildebrand Nature Conservancy, the students

can help with weeding the gardens at the Mill House Pavilion this year. O'Brien stated that she will again work with the school to help coordinate the annual work day.

Cub Scout Request for Clean-Up Day Items List

O'Brien stated that she will work with a local Cub Scout Pack that is planning a cleanup day in the Village parks. Administrator/Treasurer Kelly Hayden was contacted by the leader of the Cub Scout Pack seeking authorization to have the Cub Scouts provide volunteer service. O'Brien stated that she will work with Workman and Hayden on the two cleanup days, and also take care of purchasing water and treats for the participants.

Arbor Day Proclamation & Appropriation Approval

The annual \$250 appropriation for the Fontana Elementary School Arbor Day Celebration on Friday, April 29, 2011, beginning at 10:00 am and Arbor Day Proclamation required approval. Treptow stated that he will again provide the tree saplings for the 21 students and Fourth Grade Teacher Kim Epping should be contacted with the celebration program details. Lobdell or Wilson will attend the celebration and present the annual appropriation.

Lobdell/Green 2nd made a MOTION to approve the Arbor Day Proclamation and \$250 Arbor Day Celebration appropriation, and the MOTION carried without negative vote.

2011 Park Walks

Following discussion, the Park Commission members decided to schedule the annual Park Walks for Thursdays, May 12, 19 and 26, 2011 beginning at 5:30 pm. The Park Walks will be through the Duck Pond Recreation Area on May 12; the Hildebrand Nature Conservancy, Headwaters Park and Fontana Fen on May 19; and Reid Park, the Park House and the lakefront on May 26. Participants will meet at the Duck Pond Pavilion, the Mill House Pavilion, and the Park House parking area for the walks. The Park Commission directed Martin to email the Park Walk dates to all village distribution list members.

Announcement: Zooma Women's Race Series Local Event – October 22, 2011

The Abbey Resort is hosting half marathon and 5K races on Saturday, October 22, 2011 between 8:00 and 11:30 am. No village parks are being used, but the races will begin and end in the Abbey Resort parking lot.

Park Permit Applications: Big Foot Recreation District Summer Camp Programs at Park House; Monday Afternoon Bridge Group 2011 Dates, 1:00 – 4:00 PM, Park House; Master's Stand Up Paddle Boarding Race, Clear Water Outdoor, Saturday, July 16, 2011, 6:30 – 9:00 AM, Fontana Beach; Duck Pond Pavilion with Beer/Wine Permit, Jessica Moore, September 10, 2011, 1:00 PM to Dusk

The Big Foot Recreation District would like authorization to hold its youth programs at the Park House on June 27 and 30, 2011, from 8:00 to 9:30 am; on August 4, 2011, from 9:30 to 10:30 am; on September 1, 2011, from 9:30 to 10:30 am; and from July 11 to 15, 2011, July 18 to 22, 2011, and July 25 to 29, 2011, from 9:00 am to Noon for its summer camp programs.

Wilson/Lobdell 2nd made a MOTION to recommend Village Board approval of the Park Permit application filed by the Big Foot Recreation District for the Park House on June 27 and 30, 2011, from 8:00 to 9:30 am; on August 4, 2011, from 9:30 to 10:30 am; on September 1, 2011, from 9:30 to 10:30 am; and from July 11 to 15, 2011, July 18 to 22, 2011, and July 25 to 29, 2011, from 9:00 am to Noon, with the application fee waived. The MOTION carried without negative vote.

Ken Scheuerman filed a Park Permit application for the Monday Bridge Group to use the Park House every Monday from 1:00 to 4:00 pm, excluding holidays.

Wilson/O'Brien 2nd made a MOTION to recommend Village Board approval of the Park Permit application filed by David Scheuerman for the Monday Bridge Group to use the Park House every Monday from 1:00 to 4:00 pm, excluding holidays, with the application fee waived. The MOTION carried without negative vote.

David Schuster, of Clear Water Outdoor, stated that he would like authorization to use the Fontana beach as part of a weather contingency plan for the Master's Stand Up Paddle Boarding Race on Saturday, July 16, 2011. Schuster stated that if the wind conditions dictate, he would like to have authorization to have 15 to 20 athletes use the Fontana beach as an alternate starting point between 6:30 and 9:00 am on July 16. Schuster stated that there would be no setup required on the Fontana beach and the race would end at the Lake Geneva lakefront. Schuster stated that the race will be part of a national championship series of races and he has established weather contingent starting points to be prepared for the wind conditions on July 16. In response to a question, Schuster stated that the most athletes he anticipates in a best case scenario is 50, but

the use of the beach will be for a very short time and only if necessary.

O'Brien/Green 2nd made a MOTION to recommend Village Board approval of the Park Permit application filed by Clear Water Outdoor for use of the Fontana beach as a starting point for the Master's Stand Up Paddle Boarding Race on Saturday, July 16, 2011, between 6:30 and 9:00 am, and the MOTION carried without negative vote.

Jessica Moore and Chris Wakelam of East Troy filed a Park Permit application to use the Duck Pond Pavilion, with a beer and wine consumption permit, for a wedding ceremony and reception on Saturday, September 10, 2011, beginning at 1:00 pm. There usually are soccer games scheduled for the Duck Pond fields on every Saturday in September and October; however, the Village has not yet received this year's schedule. The Park Commission members were in consensus that the application can be approved with the condition that the applicants are made aware of the soccer games that also may be held at the Duck Pond the same day. Jessica Moore contacted Village Clerk Dennis Martin the next day and indicated that they wish to withdraw the application because they are eloping.

O'Brien/Wilson 2nd made a MOTION to recommend Village Board approval of the Park Permit application as filed by Jessica Moore and Chris Wakelam of East Troy, with the condition that the applicants are informed that there also will be soccer games that may be held at the Duck Pond on the same day. The MOTION carried without negative vote.

Any Other Comments or Concerns

Treptow stated that the Friends of Fontana 501(c)(3) organization is up and running and is planning to work with the Park Commission on projects. Treptow stated that the Friends of Fontana would like to continue working on reestablishing the trout streams that run out of Geneva Lake. Treptow stated that the Friends of Fontana organization also has been contacted by someone who has offered to purchase trees to be planted in the medians on Fontana Boulevard. The Park Commission directed Treptow to talk to Roy Diblik on what type of trees would be appropriate for planting in the medians. Nancy Krei stated that she recently portrayed Katherine Van Slyke for a historical program and that there is information available on her at the library.

Adjournment

O'Brien/Lobdell 2nd made a MOTION to adjourn the meeting at 7:05 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: 05/18/2011