

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

MONTHLY MEETING of the PARK COMMISSION
Wednesday, April 16, 2008

Chairperson Sarah Lobdell called the meeting of the Park Commission to order at 6:01 pm in the Meeting Room at the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

Park Commissioners present: Sarah Lobdell, Nancy Krei, Jill Wegner, Daniel Green, Sharon O'Brien

Park Commissioners absent: Dawn Sammons, Brent Horvath

Also present: Administrator Kelly Hayden-Staggs, CDA Commissioner Gail Hibbard, Trustee Diane Lewis, Village Clerk Dennis Martin, CDA Executive Director Joseph McHugh, Trustee Micki O'Connell, President Ron Pollitt, Big Foot Recreation Director Chuck Thiesenhusen, Director of Public Works Craig Workman

Approval of Minutes

Wegner/Krei 2nd made a MOTION to approve the minutes submitted for the meeting held March 19, 2008, as presented, and the MOTION carried without negative vote.

Visitors Heard

Hayden-Staggs stated that Donna Reynolds of the Pheasant Ridge Association has volunteered to work with the Park Commission on a landscaping plan for the corner lot at Indian Hills Road and County Highway B that is jointly owned by the Village and the association. Sharon O'Brien and Roy Diblik will work with Reynolds on the landscaping plan.

Announcements

Lobdell stated that Spring Park Walks will be held Thursdays, May 1, 2008 at the lakefront; May 8, 2008 at Headwaters Park and the Hildebrand Nature Conservancy; and May 15, 2008 at the Duck Pond, all beginning at 6:00 pm. An open house event will be held for the new Porter Court Plaza on Friday, June 13, 2008 with the time to be determined.

General Business

Park House Use

Lobdell reported that the Park House was used 13 times in March 2008.

Treasurer's Report

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

Plan Commission Report

Lobdell stated that the Plan Commission will hold a public hearing on the proposed amendments to the lakefront zoning code at its monthly meeting Monday, April 28, 2008.

Public Works Report

Workman stated that the Third Avenue Project referendum was approved by the voters on April 1, 2008, so the work on Little Foot Playground will commence this spring.

Old Business

Easter Egg Hunt Recap

Lobdell stated that there was a good turnout for the annual Easter egg hunt held Saturday, March 22, 2008 at the Duck Pond Recreation Area and the event was a success despite the weather conditions.

Little Foot Playground Improvements & Fundraising Ideas

The playground improvement plan subcommittee met prior to the Park Commission meeting. Workman stated that the CDA has agreed to provide \$35,000 in funding, and a portion of the overall plan fits into the

\$35,000 cost range. Workman stated that the subcommittee members recommended purchasing three new playhouses to replace the current playhouses, two new diggers (one traditional and one that is wheelchair accessible), and a new toddler swing set for the first phase of the project. Workman stated that the subcommittee members would like to move forward as expeditiously as possible in order to have some of the new equipment installed with the rest of the Third Avenue Project construction. Workman stated that the subcommittee members still need to finalize a recommendation on the roofs for the new playhouses and make some other design feature decisions. The subcommittee members will be traveling to Mount Horeb to visit the Gerber Leisure Products showroom before meeting one more time to finalize the design details for the proposed first phase of the Little Foot Park renovation project. The recommendation will then be presented to the Village Board for final approval. O'Brien stated that the subcommittee would like to get the Park Commission to recommend approval of the proposed first phase so that the project can be started this year. McHugh stated that the CDA voted to commit \$35,000 to the project with the understanding the entire project will eventually be completed, not just the first phase. Once the first phase is completed, the plan is to erect an informational sign soliciting donations to complete the rest of the project. Other fund-raising projects also will be initiated to help secure the money to complete the rest of the renovation project, and donations will be sought from individuals, businesses and civic organizations. O'Brien stated that the subcommittee members also will be contacting the larger vendors that supply goods and services to the Village to solicit donations and sponsorship opportunities. Lobdell stated that the Village also may be able to secure grant funding for the proposal. Krei asked if the first phase work will be completed by this summer. Workman responded that it is the goal of the subcommittee to have the first phase completed for the summer season. O'Brien stated that the plan calls for the center portion of the playground to be resurfaced to make it handicapped accessible, so there may be some grants available to help defer the construction costs. Following discussion, the Park Commission was in consensus that a motion should be adopted to recommend approval of the first phase of the renovation plan, to direct the subcommittee members to move forward with the final design decisions, and to authorize the planning for a fund-raising pig roast event to be held in Reid Park on August 30, 2008.

O'Brien/Green 2nd made a MOTION to recommend Village Board approval of the first phase of the Little Foot Playground subcommittee's renovation plan as presented, to direct the subcommittee to move forward with final design detail planning, and to authorize the planning of a pig roast fundraiser to be held in Reid Park Saturday afternoon, August 30, 2008. The MOTION carried without negative vote.

Duck Pond Frisbee Golf Course – Reschedule Cleanup Day

Lobdell stated that because of the weather and the wet conditions at the Duck Pond, the event was postponed. Following discussion, the Park Commission members were in consensus that the event should be rescheduled for Saturday, May 3, 2008, beginning at 10:00 am.

Van Slyke Creek Culvert – July 19 Work Day

Wegner stated that planning work is moving forward with the project, and two local chapters of Trout Unlimited will be working to remove debris and to commence some dam work in the creek. Wegner stated that she will be sending a letter to Fontana Elementary School to invite the students to participate in the work day on Saturday, July 19, 2008, and to request permission for volunteers to park their automobiles in the school parking lot. Wegner stated that she also wrote a press release to help inform the public of the trout stream restoration project. Wegner stated that because of DNR regulations, all work to correct the culvert situation in the creek has to be performed after August 14, 2008. A culvert in the creek where it runs under South Main Street at the Fontana Elementary School has to be lowered in order for the Village to receive the grant funds that have been awarded for the project.

BP/Fontana Corner Market Landscaping Plan

The landscaping plan was reviewed as last month's meeting, when the Park Commission members stated that the plan looks good, but they wanted O'Brien to review it prior to voting on the issue. As part of the Conditional Use Permit approved for the new gas station/convenience store, the applicant was required to work with the Park Commission on the landscaping plan for the median area. O'Brien stated that she reviewed the plan and it looks great. O'Brien stated that the proposed native prairie plants will compliment and blend in nicely with the other Village plantings.

Wegner/O'Brien 2nd made a MOTION to approve the landscaping plan as submitted, and the MOTION carried without negative vote.

New Business

Arbor Day (April 25, 2008) Celebration & Proclamation

Lobdell stated that as part of the Tree City USA requirements, the Park Commission has to hold an Arbor Day program and publish an Arbor Day Proclamation. Lobdell stated that the program will be held at Fontana Elementary School on Friday, April 25, 2008, beginning at 10:00 am. Lobdell stated that Rick Treptow will be donating the trees that are presented to the students at the Arbor Day celebration. Lobdell stated that the Park Commission had to approve the annual \$250 donation to the school for program expenses. The Park Commission requested that the item be placed on the agenda for consideration by the Village Board at its Organizational meeting scheduled for Monday, April 21, 2008, beginning at 6:00 pm. Green/O'Brien 2nd made a MOTION to recommend Village Board approval of the Arbor Day Proclamation and to approve the \$250 donation to the Fontana Elementary School for the Arbor Day Program, and the MOTION carried without negative vote.

Chuck's Lakeshore Inn Landscaping & New Sidewalk

James Whowell submitted a plan to install a sidewalk from the side entrance at Chuck's leading to the sidewalk in Reid Park and a proposal to complete the new landscaping on the park side of the building. A sidewalk proposal for the land across Lake Street was not considered by the Park Commission because the property is not Village parkland. The side entrance sidewalk proposal is for Chuck's to pay for the installation of a 50-foot-long by 4-foot-wide concrete sidewalk to match and lead into the existing sidewalk in Reid Park. The landscaping plan will be finalized by O'Brien and Roy Diblik. The Park Commission requested that the side entrance sidewalk item be placed on the agenda for consideration by the Village Board at its Organizational meeting scheduled for Monday, April 21, 2008, beginning at 6:00 pm. O'Brien/Krei 2nd made a MOTION to recommend Village Board approval of the proposal as presented for the owners of Chuck's Lakeshore Inn to install a sidewalk from the side entrance at Chuck's Lakeshore Inn to match and lead into the existing sidewalk in Reid Park, and the MOTION carried without negative vote.

Reid Park Charcoal Grilling Policy

The Park Commission was requested to consider a change in the Village policy that allows people to use charcoal grills in Reid Park. Workman stated that the Department of Public Works has two cement containers that are put out in Reid Park to collect charcoal from park users. Workman stated that the containers only have to be emptied once a year, and the only period of time that there are a lot of grill users in the park is around the Fourth of July holiday. Following discussion, the Park Commission members were in consensus that there is no reason to change the policy at this time. O'Brien stated that if the grilling policy is not causing any problems there is no reason to change it at this time. Krei stated that she agrees that if there are no related issues, the grilling policy should not be changed. Krei stated that Reid Park is a park first and foremost, and grilling should be allowed in parks. Lobdell/O'Brien 2nd made a MOTION to recommend no change to the Village charcoal grilling policy for Reid Park, and the MOTION carried without negative vote.

Nonprofit Fundraising Organization

Lobdell stated that she further researched the proposal to create a nonprofit fundraising organization as a stand-alone group separate from the Park Commission. The group would be eligible to be designated as a 501C3 organization so that donations would be tax exempt. Lobdell stated that a Park Commission member could be appointed to serve as a liaison on the fundraising organization's board of directors. Lobdell stated that the registration forms for a 501C3 organization are available online and Village Attorney Dale Thorpe has offered to provide legal assistance in filling out the applications. Wegner and O'Brien stated that they will serve as subcommittee members to help facilitate the application process. O'Brien stated that former Park Commission Chairman Rick Treptow also has offered to help create the organization and to serve on its board of directors.

Brent Horvath Resignation

Lobdell stated that she was contacted by Brent Horvath and Horvath has submitted his resignation from the Park Commission because he is too busy to properly serve as a commission member. Lobdell stated that Dawn Sammons also has indicated she no longer has enough time to serve on the Park Commission, but she will be able to attend one more meeting. President Pollitt stated that he was planning to appoint newly elected Trustee Diane Lewis to take the place of former Trustee Bob Youngquist on the Park Commission. New Park Commission members will be selected from the people who indicated last year that they were interested

in filling positions on the Park Commission. At the time, the two open positions were filled by Nancy Krei and Dan Green.

O'Brien/Wegner 2nd made a MOTION to accept with regrets the resignation submitted by Brent Horvath, and the MOTION carried without negative vote.

Bills to Pay

None submitted

Park Requests

The Park Commission received an application filed by Lundin to use the Park House for a birthday party on April 26, 2008 from 1:30 to 3:30 pm; an application filed by the Geneva Lake Environmental Agency to use the Park House for a Clean Boats/Clean Waters Seminar on May 8, 2008 from 10:00 am to 1:00 pm, with the fee waived for the nonprofit organization; an application filed by the Big Footers Soccer team to use the Duck Pond Pavilion for a season ending picnic on May 23, 2008, from 4:00 to 6:00 pm, with the fee waived for the nonprofit organization; an application filed by the Elkhorn Church of Christ to use the Park House on May 18, 2008, from 1:00 to 5:00 pm for a birthday party; and an application filed by Bridges/Cralle to use the Reid Park Gazebo for a wedding on June 8, 2008, from 9:00 am to 1:00 pm.

O'Brien/Krei 2nd made a MOTION to approve the park use applications as submitted, with the fees waived for the applications filed by the Geneva Lake Environmental Agency and the Big Footers Soccer team, and the MOTION carried without negative vote.

Any Other Comments or Concerns

Wegner stated that she attended a seminar at the Rotary Gardens in Janesville where she obtained new tree planting recommendations from a retired Arborist. The recommendations, which include guidelines for mulching, will be posted on the Village website. Krei announced that the library now has a book available for checkout that provides instructions on playing disc golf. Lewis stated that the Park Commission should consider soliciting the services of a local "Frisbee Dog" that performs tricks at special events. Lewis said the dog would be a good attraction for the demonstration event at the Village of Fontana's new disc golf course, or at the pig roast fundraiser for the Little Foot Park renovation plan. Trustee Micki O'Connell asked the Park Commission to take a look at the public shore path at the Fontana lakefront for possible improvements to the portions owned by the Village of Fontana. O'Connell stated that the Park Commission also should consider the placement of a Village park sign on Mohr Road at the lakefront.

Pending Items for Future Agendas

1. Park Maintenance Plan
2. Volunteer Opportunities (Master Gardeners Group) & Fall Bulb Planting
3. Park Open House Events
4. Landscape Plans for Mill House Pavilion and VOF/Pheasant Ridge Corner Lot at County Highway B & Indian Hills Road
5. Fontana-Walworth Pedestrian Connection
6. Comprehensive Outdoor Recreation Plan (CORP)/Upgraded Parks and Open Space Plan
7. Brick Program
8. Pet Waste
9. Money Raising Opportunities

Adjournment

Green/Krei 2nd made a MOTION to adjourn the meeting at 6:49 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: 5/21/08