

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

MONTHLY MEETING of the PARK COMMISSION
Wednesday, April 18, 2012

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, Laura Coates, Sarah Lobdell, Gail Hibbard, Mary Green (arrived at 6:26 pm)

Park Commissioners absent: Sharon O'Brien, Sandra Hibbard

Also present: Bryan and Maryanne Bruss, Administrator/Treasurer Kelly Hayden, Library Director Nancy Krei, Village Clerk Dennis Martin, Trustee Rick Pappas, Director of Public Works Craig Workman

Approval of Minutes

Lobdell/Coates 2nd made a MOTION to approve the minutes for the meeting held March 21, 2012, as presented, and the MOTION carried without negative vote.

Visitors Heard

Big Foot Recreation District Director Chuck Thiesenhusen was unable to attend the meeting; however, he submitted an emailed request for the district to offer a Thursday evening adult coed kickball league at the Duck Pond Recreation Area, using the 16-inch softball fields. Thiesenhusen stated in the emailed message that he would like the kickball league to commence on Thursday, June 14, 2012. Following discussion, the Park Commission members reached a consensus that there are no concerns with the proposal; however, Thiesenhusen should be informed of the Big Foot Ball and Glove Program's Thursday evening games and that the kickball league should work around them.

General Business

Park House Use

The Park House was not used in March 2012.

Treasurer's Report

The updated treasurer's report as of March 31, 2012 was presented by Lobdell.

Plan Commission Report

Lobdell stated that amendments regarding signage and the lakefront were directed at the last workshop meeting for the Chapters 17 and 18 rewriting project and the updated drafts will be presented and possibly set for a public hearing at another joint meeting scheduled for Monday, April 30, 2012 at 6:00 pm.

Public Works Report

Workman stated that earlier this month the Village received extensive assistance from inmates at the Walworth County Huber Dorm, who helped pull 30 to 40 garbage bags full of garlic mustard at the Hildebrand Nature Conservancy. Wilson stated that she walked through the conservancy and it looks great. Workman stated that a few more working days are needed to complete the interior renovation work at the Park House, and then the facility will be open for public use. Workman stated that the Tracy Group is finishing the work, including the exterior of the building, which will be scrapped and repainted yet this spring. Workman stated that Roy Diblik will be in the Village this spring to work on the new plantings at the Porter Court Plaza and Workman will also consult with him on the landscaping at the Park House.

TID Maintenance – Items/Update

Martin stated that the garlic mustard abatement was recorded on the TID maintenance list. Wilson distributed photographs she took at the Mohr Road Park and of the public path that leads to the lakeshore and stated that something needs to be done to make the area look more attractive and open and to let the public know that it is a public access point for the Geneva Lake shorepath. Wilson stated that what used to be small

evergreen bushes are now very large evergreen trees and they actually block the public path leading to the lake. Wilson stated that the whole area feels closed in and it's hard for people to know it's a public access point. Wilson stated that the neighboring property owners were deeded portions of the land that used to comprise Mohr Road; however, it was with the condition that the lake path remains accessible and open for public use. Wilson stated that there is also a "No Parking" sign that makes people incorrectly think that they can't park in the area at all. Wilson stated that she just wanted to bring up the issue so the Park Commission members can start thinking of potential solutions. Following discussion, the Park Commission members reached a consensus that one thing to do to improve the situation would be to erect another park sign that states the area is public parkland that leads to the Geneva Lake shorepath.

Old Business

Farmers Market Events at Porter Court Plaza from June to Fall

Bryan and Maryanne Bruss, the owners of the new business Coffee Mill at 441 Mill Street, presented the drafts of the "rules and regulations" and contract agreement and permit documents they drafted for proposed Farmer's Market events at the Porter Court Plaza on Saturdays from June 2, 2012 through October 20, 2012, from 8:00 am to noon. Maryanne Bruss also presented a sketch of the booth locations, which will be rented for \$10 per Saturday, or for an annual fee of \$50 if paid prior to June 2, 2012, or \$75 if paid after June 2, 2012. Maryanne Bruss stated that all the rental fee proceeds will be donated to the Park Commission. Final event details on which way the individual booths will face will be determined once the events are commenced. Maryanne Bruss stated that she has been contacted by potential participants who would like up to 4 spaces, and there will be a total of about 13 spaces available depending on how the final setup is configured. Maryanne Bruss stated that as well as seeking approval for use of the park, she also would like to have authorization to erect a temporary banner sign from Thursdays through Saturdays at noon to promote the farmer's market events, and permission for the vendors to use the village owned lot at 138 Fontana Boulevard to park their vehicles. Hayden stated that as long as the lot is not sold, it should not be a problem for the vendors to park their personal vehicles at 138 Fontana Boulevard, which is across the road from Porter Court Plaza. Wilson thanked Maryanne Bruss for her hard work and planning efforts and stated that farmer's markets are something that the Park Commission has been discussing for several years.

Lobdell/Wilson 2nd made a MOTION to recommend Village Board approval of the proposed Farmer's Market events in Porter Court Plaza on Saturdays, June 2, 2012 through October 20, 2012 from 8:00 am to noon, as presented, and to recommend approval for the vendors to park their personal vehicles in the village owned lot at 138 Fontana Boulevard and for a temporary banner sign to be displayed from Thursday through Saturday at noon. The MOTION carried without negative vote.

Village Tree Pruning Plan Proposal

Workman distributed an updated tree pruning proposal submitted by Jeff Epping. Wilson stated that she took a tour of the village and noted the trees on public property, and the six flowering crab trees along Reid Park that were currently blooming, are young and in need of initial pruning to get them growing in the right direction. Coates stated that the trees by the beach are the most visible to the general public and should be pruned. Workman stated that some of the trees still could be pruned yet this spring. A discussion followed on how much funds are available in the current budget. Workman stated that the annual cost for Roy Diblik's services has not yet been determined. Lobdell stated that the Park Commission should wait until the fall and review the budget at that time, and continue to evaluate all the trees on village property to determine which trees should be pruned first and which will be done in subsequent years.

Lobdell/Coates 2nd made a MOTION to table the item while the Park Commission members prioritize the tree pruning needs and to delay until late summer a final decision on how much funding can be allocated for the pruning in 2012. The MOTION carried without negative vote.

Park House Permit Fee Structure – Card Club Applications Final Approval

Wilson stated that a decision on making a recommendation for the Park House fee schedule was delayed last month while Gail Hibbard solicited input from the card club members and to consider establishing an hourly rate. Hibbard stated that she talked to Ann Catlow and Catlow indicated that the card club members would be willing to donate funds to the Park Commission for use of the Park House; however, a flat rate may not work because they never know how many members are going to show up on a weekly basis. Hibbard stated that sometimes there is a very small turnout, so she suggested establishing a fee for the card clubs at \$1 per person, per week. Hayden stated that a similar proposal was suggested by Thiesenhuisen for the Big Foot Recreation District summer programs, at \$1 per child per session. Following discussion, the Park

Commission members stated that the \$1 per person formula should work fine at first and the situation can be reviewed following this first season with the renovated Park House. Lobdell suggested that the fee be collected on a month-by-month basis for the card clubs so they can determine what months they would want to use the Park House and what months they do not because of low attendance. Lobdell stated that a minimum monthly rate could be established for the winter months. Lobdell stated that the rate for the card clubs should be set at \$50 per month per group, and the clubs should be allowed to decide if they want to reserve the Park House prior to each month during the winter season. Hayden stated that the situation can be reevaluated after the first year to see if the use has increased and if the Park House expenses are being covered by the user fees. Lobdell stated that Big Foot Recreation District could be charged on a \$1 per participant, per course session basis. Wilson stated that the Park Commission should take some time to consider the establishment of more expensive rates for nonresidents versus residents for all the park permit applications.

Lobdell/Gail Hibbard 2nd made a MOTION to recommend that the Village Board set the Park Permit fees for the Park House at \$75 for regular events, at \$50 per month for the card club groups that meet weekly, and at \$1 per child per session for the Big Foot Recreation District summer camps programs. The MOTION carried without negative vote.

Arbor Day & International Migratory Bird Day Event Planning for Friday, April 27, 2012

Lobdell stated that she talked to Kim Epping at Fontana Elementary School and her students have worked some Bird Day activities into the annual Arbor Day observance. Hayden stated that two bird houses were purchased and will be erected as part of the IMBD observance. Library Director Nancy Krei stated that the children's program at the library has included a Bird Day coloring contest, stories featuring birds and craft activities with bird masks. Krei stated that there also have been bird carvings on display at the library all month, and the featured books in the library's special display areas have included books on birds. Hayden stated that the Park Commission's annual \$250 allocation to the school for the program has to be approved. Lobdell/Wilson 2nd made a MOTION to approve the allocation of \$250 to the Fontana Elementary School for the Arbor Day and International Migratory Bird Day celebration, and the MOTION carried without negative vote.

Pig in the Park Event Planning for Saturday, September 1, 2012

Mary Green stated that event planning has been going great with a Moon Walk, basketball and fast pitch game, and an obstacle course all donated for the children's area. Green stated that the musical entertainment also has been all donated, with the local School of Rock, Matt Corey and three girls from Arlington Heights, IL all scheduled to perform. Green stated that T-shirt painting, tattoos and a balloon artist also have been arranged. Green stated that local beer companies have been contacted and a trailer has been reserved. Gail Hibbard stated that she will seek volunteer assistance for the day of event from the Fontana Garden Club members. Green stated that a local resident also has offered to participate by offering his award-winning barbecued ribs. Following discussion, the Park Commission members reached a consensus that both pork sandwiches and ribs can be offered, with the serving and ticketing details to be worked out. Mary Green stated that the planning committee members also are asking if Dan's name can be added to Pig in the Park event name, and the committee members replied it is a great idea.

New Business

Hildebrand Nature Conservancy Mill Street Park Entrance

Wilson stated that the Hildebrand Nature Conservancy Mill Street entrance area maybe should be added to the maintenance list to make sure it looks good throughout the season. Hayden stated that the grass cutting could be added to the mowing schedule. Workman stated that he talked to Matt Moore at Blackstone Landscaping, and the grass will be mowed each week down to the 4-inch level. Workman stated that Blackstone employees also will maintain the planting beds. Workman stated that the park benches in the area are in fine shape, but the tables will need to be repaired with treated lumber. Workman stated that the transition from the "no-mow" grass that was initially planted to regular grass is going well and the grassy area is starting to fill in.

Donor List/Recognition for Park House Renovation Project

Wilson stated that it would be nice to create a donor list for display at the Park House to recognize the contributions that have been made to date to the Park Commission for the renovation project. Workman stated that he has a list with the five or six project donors. Hayden suggested creating a plaque similar to the

plaques that hang in the back of the Village Hall meeting room. Gail Hibbard stated that an idea Sandra Hibbard came up with to help decorate the walls of the renovated Park House would be to allow local photographers and artists to hang items on the walls on a rotating basis. Hibbard stated that the participants could have their names displayed with their items. Wilson stated that the items could be displayed for six-week periods and then rotated, and maybe different themes could be incorporated. Lobdell stated that four artists or photographers could be displayed at one time and then rotated. Following discussion, the Park Commission members reached the consensus that it is a good idea to just have the items on display and not for sale. Gail Hibbard stated that she and Sandra Hibbard will work on the proposal and report back to the Park Commission.

Park Permit Applications Filed by Big Foot Recreation District, Park House, Summer Programs, June 21 to August 15, 2012, Noon to 3:00 pm; Big Foot Recreation District, Duck Pond Recreation Area Pavilion, UW-Extension Family Events, June 23, July 21, and August 4, 2012, 9:00 am; Fitzpatrick/Hessman Family Reunion Picnic, Duck Pond Pavilion with Beer & Wine Consumption Permit, Saturday, July 28, 2012, 9:00 am to 2:00 pm; Big Foot Area Schools Summer Bands Concert, Reid Park Gazebo, Friday, June 29, 2012, 6:00 to 7:30 pm

There are no conflicts with the applications. The Big Foot Recreation District applications for the Park House will be subject to the new fee schedule, if it is approved by the Village Board. The fee has been paid for the Fitzpatrick/Hessman event application, and the Big Foot Recreation District and Big Foot Area Schools requested waivers of the application fees for use of the Duck Pond Pavilion and Reid Park Gazebo. Lobdell/Coates 2nd made a MOTION to recommend Village Board approval of the Park Permit applications filed by Big Foot Recreation District for the Park House, Summer Camp programs from June 21 to August 15, 2012, noon to 3:00 pm; the Big Foot Recreation District for the Duck Pond Recreation Area Pavilion, UW-Extension Family Events, June 23, July 21, and August 4, 2012, beginning at 9:00 am; for the Fitzpatrick/Hessman family reunion picnic at the Duck Pond Pavilion with Beer & Wine Consumption Permit, Saturday, July 28, 2012, from 9:00 am to 2:00 pm; and by Big Foot Area Schools Summer Bands Concert at Reid Park Gazebo, Friday, June 29, 2012, from 6:00 to 7:30 pm, with the application fees waived for the Big Foot Recreation District family events and Big Foot Area Schools Summer Bands program as requested. The MOTION carried without negative vote.

Invoice Received From Arbor Day Foundation for Annual Membership Dues

Hayden stated that the Village received the annual \$25 membership fee invoice.

Wilson/Lobdell 2nd made a MOTION to approve payment of the \$25 invoice from the Arbor Day Foundation, and the MOTION carried without negative vote.

Any Other Comments/Concerns

Lobdell stated that the next agenda should include spring park walk assignments.

Adjournment

Lobdell/Wilson 2nd made a MOTION to adjourn the meeting at 7:21 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: 5/16/2012