

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

MONTHLY MEETING of the PARK COMMISSION
Wednesday, May 21, 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, Nancy Krei, Daniel Green, Sharon O'Brien (left at 6:35 pm), Trustee Diane Lewis

Park Commissioners absent: Jill Wegner, Dawn Sammons, Robert Stewart

Also present: Administrator Kelly Hayden-Staggs, Village Clerk Dennis Martin, CDA Executive Director Joseph McHugh, Trustee Micki O'Connell (left at 6:35 pm), President Ron Pollitt (left at 6:35 pm), Director of Public Works Craig Workman

Approval of Minutes

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

Visitors Heard

None

Announcements

An open house event will be held for the new Porter Court Plaza on Friday, June 13, 2008.

General Business

Park House Use

The Park House was used 14 times in April 2008.

Treasurer's Report

The Financial Report as of April 30, 2008 was distributed.

Plan Commission Report

The Plan Commission will hold a public hearing on proposed amendments to the signage ordinance at its monthly meeting Tuesday, May 27, 2008. The proposed amendments to the lakefront zoning ordinance met with opposition at the public hearing April 28, 2008, and the Plan Commission referred the amendments back to staff for reconsideration.

Public Works Report

None

Old Business

Little Foot Playground Improvements & Fundraising Ideas – Update

Hayden-Staggs stated that she has not heard back from the Loins Club regarding a potential \$5,000 annual commitment for the Little Foot Playground improvement plan. Hayden-Staggs stated that they are also planning to meet with the Rotary Club to solicit a possible donation for the project. Hayden-Staggs stated that the Village Board gave its preliminary approval for the pig roast fund-raising event to be held in Reid Park on Saturday, August 30, 2008. Hayden-Staggs stated that the Village Board members also indicated that they are supportive of the proposal to set up a beer garden and have entertainment at the pig roast similar to the Big Foot Loins Club's annual Lobster Boil/Steak Fry event.

New Business

Report on Park Walks

Lobdell presented photographs that she shot on the three park walks. Lobdell stated that if approved, the

shorepath improvement sidewalk proposal will address the Park Commission's annual concern in the lakefront parks regarding the poor condition of the public shorepath, and new plantings will be added to the area. Other lakefront park concerns include the light that is not working in the lighthouse at the Little Foot Park playground, a small area of grass that is not being mowed across Third Avenue adjacent to the vacated portion of Big Foot street, missing bricks in the concrete wall that circles the Little Foot Park playground, some areas of the Reid Park sidewalk, and the deteriorating structure and foundation of the gazebo. Other items listed as concerns in Reid Park, Pioneer Park and at the lakefront are the boundary of Pioneer Park at the southwest corner, the need for more mulch under the swings in Little Foot Park, and the condition of the grass and dirt areas along the sidewalk to the parking lot. Areas of concern noted during the walk through the Hildebrand Conservancy, Headwaters Park and the Fontana Fen include the need for a plan for the upland areas not covered by Agrecol, the clearance of debris in the stream and on the ground, the pedestrian path from the Mill House to the Fen, the need to maintain weeding in the demonstration beds at the Fen, the display box at the start of the trail needs to be repaired, one step on the stairs needs to be repaired, and the burn scheduled needs to be set for the Fen. Following discussion, it was determined that the Village also needs to address a long-term plan for maintaining the native plantings and prairie areas at the Hildebrand Conservancy, Headwaters Park, Fontana Fen and Duck Pond Recreation Area after the initial CDA funded contracts expire. At the Duck Pond, areas of concern include a small concrete lip or step from the concrete pad onto the grass at the pavilion, some worn sports in the grass in the playing fields that need to be addressed, and a dangerous slope from the playing field area down to the pond that needs a safety fence. Lobdell stated that the Park Commission may want to schedule the walks for every other week next spring in order to attract more participants. Hayden-Staggs stated that the Park Commission may want to tour the parks in the fall as well as in the spring to make sure the areas of concern are all being noted and addressed.

Shorepath Improvements

O'Brien stated that Tom and Jamie Whowell have agreed to install portions of sidewalks in front of their respective businesses to create a continuous stretch of sidewalk for the Geneva Lake shorepath. O'Brien stated that Lee Eakright also has agreed to have a crushed granite surface portion of sidewalk installed on his lakefront property to connect the new shorepath segment in front of Chuck's and Gordy's to the Village's shorepath segment. O'Brien stated that once completed, the new sidewalk portions will create a continuous shorepath on the Fontana lakefront and pedestrians will no longer have to walk out onto Lake Street when following the shorepath. O'Brien stated that the funds needed for the Village to complete its portion of the sidewalk, using a crushed granite surface, could be taken out of the Park Commission budget at this time in order to have the project completed prior to the summer season. O'Brien stated that CDA Chairman Bill Turner indicated his support of the proposal and the possibility of funding the Village's portion project with TIF funds. Workman stated that assuming the Public Works Department will complete the construction work, the project will cost about \$1,200. Hayden-Staggs stated that the Village may be able to use TIF funds for the shorepath project, since the area is in the TID, but the proposal is not in this year's project plan budget. Hayden-Staggs stated that the Park Commission could approve using budgeted funds for the project; however, if the proposal is not eventually funded by the CDA, the funds spent on the proposal would no longer be available in this year's budget. O'Brien stated that the shorepath has been something the Park Commission has wanted to address for many years, and with the offer on the table from Tom and Jamie Whowell, now is the time to approve the project. O'Brien stated that the funds could be taken from the current Park Commission budget, and if necessary the Park Commission budget can be amended. O'Connell suggested that the Park Commission consider approving the project at a cost not to exceed \$1,500. Lewis/Green 2nd made a MOTION to recommend Village Board approval of the shorepath sidewalk improvement proposal as presented, at a cost not to exceed \$1,500, and the MOTION carried without negative vote.

Duck Pond Vending Machines

The Park Commission members were in consensus that the vending machines should be put back in at the Duck Pond as long as they remain stocked. Hayden-Staggs stated that if the Park Commission would take care of stocking the machines and tracking the revenue, the profits could be added to the Park Commission budget. Following discussion, it was determined that the Village staff should track the revenue and make sure the two vending machines at the Duck Pond remain stocked, with the proceeds to be directed to the Village's General Fund.

O'Brien/Lewis 2nd made a MOTION to approve the placement of two vending machines in the Duck Pond Recreation Area Pavilion, with the machines to be consistently stocked and the revenue tracked by the

Village. The MOTION carried without negative vote.

Community Garden

Lobdell stated that the Village may want to consider the reestablishment of a community garden for residents to rent plots of land. Lobdell stated that a new location could be established on Village property and the plots could be rented as a Park Commission fund-raiser.

Dawn Sammons Resignation

Lobdell stated that Sammons submitted her resignation from the Park Commission, but she will continue her service maintaining historic records and photographs for the commission.

O'Brien/Lewis 2nd made a MOTION to accept with regret the resignation of Dawn Sammons from the Park Commission, and the MOTION carried without negative vote.

Welcome New Commissioner Robert Stewart

Stewart was absent.

Duck Pond Gateway Triangle Landscaping – Perennial Bed Plantings

The Park Commission members were in consensus that Sharon O'Brien should work with Roy Diblik to select the plants for the perennial beds. McHugh stated that there is about 5,600 square feet of space designated in the triangle area for perennial bed plantings, and the Village will be able to purchase many more plants by having someone work with Diblik rather than contracting out the project. The plants will be paid for with the CDA landscaping budget for the project.

O'Brien/Lewis 2nd made a MOTION to direct Sharon O'Brien to work with Roy Diblik to select the plants for the perennial beds for the CDA funded Duck Pond Gateway Triangle landscaping plan, and the MOTION carried without negative vote.

Jim Accola Tree Cutting Permit

Jim Accola applied for a Tree Removal Permit for the property at 308 Bayview Drive. A maple tree with a 30-inch diameter at breast height that is located in the road right-of-way has a root system that is "in bad shape." The tree is obstructing a proposed driveway and Accola would like to cut it down and plant a new maple tree on the lot. O'Brien stated that the replacement tree should not be a Norway maple, according to information she received that indicates Norway maple trees are not desirable for healthy canopies.

Lewis/Green 2nd made a MOTION to approve the Tree Removal Permit application as recommended, with the condition that the replacement tree is not a Norway maple, and the MOTION carried without negative vote.

Big Foot Lions Club One-Day Extension Request for Fourth of July Concession Stand Fund-Raiser & Volunteer Request

Hayden-Staggs stated that the Big Foot Lions Club would like approval to operate its Fourth of July concession stand an additional day since the holiday falls on a Friday this year and there will be a Geneva Lake West Chamber of Commerce Music in the Park event on Saturday, July 5, 2008. Hayden-Staggs stated that the club would like to open the stand at about noon on July 5, 2008 and operate until the Music in the Park performance ends at 8:00 pm. The club members would take down the tent and clean up the site the morning of Sunday, July 6, 2008. Hayden-Staggs stated that the Chamber of Commerce may consider adding another performer for the Music in the Park program for the late afternoon. Sam Baker is currently scheduled to perform in the Reid Park gazebo from 6:00 to 8:00 pm. Hayden-Staggs stated that the club also is seeking volunteers to help operate the concession stand on July 5. The club donates a portion of the proceeds to the Village of Fontana Park Commission.

O'Brien/Green 2nd made a MOTION to recommend Village Board approval of the Big Foot Loins Club request to extend the operation of its Fourth of July concession stand in Reid Park through Saturday, July 5, 2008 until after the Geneva Lake West Chamber of Commerce Music in the Park event concludes, and the MOTION carried without negative vote.

Bills to Pay

Quest Technologies submitted a bill totaling \$299.50 for the 50 discs the Park Commission purchased to be sold at Village Hall. The green and blue colored discs have the Village of Fontana Park Commission logo stamped on them and will be sold for \$10 each, plus state sales tax. Lobdell stated that the funds to pay for

the discs will be taken out of the Pioneer Park budget, and replaced with the revenue earned from disc sales. Northwind Perennial Farm submitted a bill totaling \$375 for Roy Diblik's consulting services in March and April 2008. Following discussion, it was determined that Diblik's consulting services were budgeted with the other landscape maintenance items. Blackstone Landscape, Inc. submitted a bill totaling \$992 for the cost of the plants and the labor for the planting services in Reid Park along Chuck's Lakeshore Inn. The Park Commission previously agreed to pay for half of the project cost, and Chuck's owners Carol and Jamie Whowell agreed to pay for half. Following discussion, the Park Commission members were in consensus that the Village should pay the entire bill to Blackstone Landscape, Inc. and send a bill totaling \$496 to Chuck's for its half.

O'Brien/Lewis 2nd made a MOTION to approve payment of the three bills as submitted, and to direct the Village to send a \$496 bill to Chuck's Lakeshore Inn owners Carol and Jamie Whowell for their portion of the Blackstone Landscape, Inc. invoice. The MOTION carried without negative vote.

Park Requests

The Park Commission received an application filed by the Jarosz family to use Reid Park and five to eight picnic tables for a family picnic for 48 people on Saturday, July 5, 2008 from 3:00 to 6:00 pm. The annual Geneva Lake West Chamber of Commerce Music in the Park series has a performance scheduled in Reid Park on July 5, 2008 beginning at 5:00 pm and the Big Foot Lions Club will be operating its Fourth of July holiday concession stand in Reid Park through July 5, 2008. The Park Commission members also were in consensus that the lakefront park will be very congested with residents throughout the holiday weekend, so there will be too much activity to approve the reservation of five to eight picnic tables. Lobdell stated that the picnic tables are chained in locations throughout the park to prevent them from being gathered together in one large mass.

O'Brien/Lewis 2nd made a MOTION to deny approval of the park use permit application submitted by the Jarosz family, and the MOTION carried without negative vote.

Any Other Comments or Concerns

Lobdell stated that the Fontana Garden Club would like to host a fund-raiser to benefit the Park Commission, such as a garden tour. Lobdell stated that the club also is interested in working with the Park Commission's 501C3 organization, so that donations would be tax exempt, if and when the organization is established. O'Brien stated that the Library Board would like the Park Commission to turn over the stewardship of the garden area at the library entrance to the Library Board.

Pending Items for Future Agendas

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

Adjournment

Krei/Green 2nd made a MOTION to adjourn the meeting at 7:19 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: 06/18/08