

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

MONTHLY MEETING of the PARK COMMISSION
Wednesday, June 17, 2009

Chairperson Sarah Lobdell called the meeting of the Park Commission to order at 6:03 pm in the Meeting Room at the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

Park Commissioners present: Sarah Lobdell, Dan Green, Nancy Krei, Sharon O'Brien, Sharon Conklin
Park Commissioners absent: Jill Wegner, Melissa Colby, Trustee Diane Lewis
Also present: Administrator/Treasurer Kelly Hayden, Lynn Ketterhagen, Village Clerk Dennis Martin, Joseph McHugh, 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 May 20, 2009, as presented, and the MOTION carried without negative vote.

Visitors Heard

Lynn Ketterhagen, land protection specialist for the Geneva Lake Conservancy, stated that a group of sixth-, seventh- and eighth-grade students from Fontana Elementary School did a great job clearing trash and debris at the Hildebrand Nature Conservancy clean-up event on Friday, May 22, 2009. Ketterhagen, Joseph McHugh and O'Brien worked with the students, who cleared five areas in the southeast corner of the conservancy. Workman stated that the students collected three dump truck loads of debris and trash items. Ketterhagen stated that there are still areas that need attention in the southwest portion and along the northern boundary of the conservancy, but thanks to the students' hard work, most of the items on the May 11, 2009 report have been addressed. O'Brien stated that the students worked hard and had a great time. O'Brien stated that the 25 to 30 students ended up calling the school and having the bus pick them up later than initially planned. O'Brien stated that she will be writing a thank-you note to the woman who owns a Village of Walworth business that donated work gloves for the students.

Announcements

None

General Business

Park House Use

The Park House was used 13 times in May 2009.

Treasurer's Report

Krei presented the treasurer's report as of May 30, 2009. The Park Commission total account balance is \$23,934.45, with \$242 in the Fontana Fen account; \$2,408 in the Pioneer Park account; \$6,745 in the Little Foot Playground account; \$11,143 in the Mill House Pavilion account; \$1,309 in the Duck Pond account; and \$2,086 in the Reid Park account.

Plan Commission Report

The Plan Commission will be holding the public hearing to consider the proposed amendments to the Tree Ordinance on Monday, June 29, 2009 beginning at 5:30 pm.

Public Works Report

Public Works Director Craig Workman stated that work is 99 percent completed in Reid Park and at the new boat trailer parking lot. Workman stated that there are still some punch list items that have to be completed. Workman stated that he completed the final inspection on the new pirate ship in Little Foot Playground with the Gerber Leisure Products engineer, and a photograph of the Fontana ship may be featured in national publications. Workman stated that all the sidewalks are in and the memorial bricks have been reinstalled around the fountain. Workman stated that there are about 25 blank bricks in the fountain area that can be sold in the Park Commission's fund-raising brick program. Workman stated that the extra wood chips from

the construction projects were moved up to the Duck Pond and are available to the public. Workman stated that spraying to abate weeds recently took place in the Fontana Fen and abatement of the buckthorn has commenced. Workman stated that there is a lot of buckthorn that has to be abated. Workman stated that the oak trees planted in the Duck Pond Recreation Area Triangle Park prairie restoration landscaping project have died and need to be replaced under the terms of the contract warranty. Workman stated that Tom Vanderpoel indicated that the 3-inch oak trees planted at Triangle Park will be difficult to keep alive because of their maturity level. Workman stated that Vanderpoel suggested planting 1-inch caliper oak trees, which will have a better chance of surviving. Workman stated that the money that the Village will be saving by replacing the more mature trees with the less expensive younger trees can be used to fund additional spraying that is required to abate the weeds in the area. Workman stated that a permit is required for the type of spraying that is needed at Triangle Park, and there are Prairie Tree Landscaping employees who are certified. Workman stated that if the Village has Prairie Tree Landscaping replace the dead oak trees with the less mature trees, the funds saved can be applied back to the spraying project. The Park Commission members did not have any concerns with the proposal. Workman will present the proposal to the CDA Board for consideration. In response to a question from Green, Workman stated that spraying activities to abate weeds is necessary for the first couple of years during the establishment of a native prairie area. Once the native prairie area becomes mature, controlled burns are used to abate the weeds.

Blue Ribbon Lakefront Building Committee Report

A meeting will be scheduled after the CDA Board reviews conceptual plans being prepared by PDI/Gaef.

TID Maintenance – Items/Update

Martin stated that the list was updated to reflect the work recently completed by the public works crew. Items from the May 14 and 21, 2009 Spring Park Walks also will be added to the list.

Old Business

Duck Pond Tree Replanting Update

O'Brien stated that she contacted the Pheasant Ridge Association and the association would like to have the Village move some of the trees from the Duck Pond to the corner lot at Indian Hills Road and County Highway B for the landscaping project. O'Brien stated that the association will pay for the Village expenses to transplant the trees. Workman stated that the trees should not be dug up and transplanted until the late summer or fall.

Tree Ordinance Amendments

Hard copies of the proposed amendments to the Tree Ordinance that will be presented at the June 29, 2009 public hearing before the Plan Commission were distributed and the document also was previously emailed to the Village officials. Hayden stated that at the Plan Commission staff meeting earlier that day two other amendments were suggested. Village Attorney Dale Thorpe suggested that instead of listing specific species of trees as invasive trees, the ordinance should state that the invasive list is the same as adopted by the Wisconsin Department of Natural Resources. O'Brien stated that it would make the ordinance more defensible to cite the official DNR list. Hayden stated that the DNR list is updated to include different species, and referring to the most recent DNR list in the ordinance would preclude the Village from having to amend the ordinance to address species that are added to the invasive list. The other suggestion by staff was to eliminate redundant sections that individuals requested, but already are incorporated in the current ordinance. During the discussion, Lobdell also pointed out other typos in the proposed amendments that she will address at the public hearing. During the discussion, Krei stated that she feels strongly about including in the amendments a cross-reference to the DNR list. Krei stated that a simple statement should be added that states the list of trees can be found at the DNR website, which will enable people to have some place to go to find the names of the trees.

O'Brien/Green 2nd made a MOTION to recommend that the Plan Commission change the list of invasive species on pages 2 and 7 of the Tree Ordinance amendments document to state that the list is the current Wisconsin Department of Natural Resources list of invasive species, and to recommend that the redundant sections of the proposed amendments be removed. The MOTION carried without negative vote.

Brick Program Update

Jill Wegner was not able to attend the meeting; however, she submitted for review an updated order form for the Fontana Park Commission Brick Program, and brick style, font and cost information supplied by

Impressions In Stone, a brick engraving company. There are 25 blank bricks in the area by Little Foot Playground, and the Park Commission members have stated that other areas could be established by the Mill House Pavilion and at the Duck Pond Recreation Area Pavilion.

Spring Park Walks May 7, 14 and 21, 2009

Lobdell stated that she will provide notes from the May 7 and 21, 2009 Park Walks. The May 21, 2009 Park Walk was conducted at the Duck Pond Recreation Area. The main area of concern at the Duck Pond was the Frisbee golf course. Lobdell stated that although there has been a lot of interest in the golf course during the introductory year, to take the course to the next level will cost about \$4,000 for nine permanent hole baskets. Three of the nine temporary plastic hole baskets have been taken down because of their poor condition, and some of the initial holes have been relocated out of the wooded areas of the park. Lobdell stated sponsorships were solicited to develop permanent tee boxes and hole baskets; however, the Village did not receive any responses from the inquiry letters. The Park Commission members discussed whether the disc course development should be targeted for the annual Park Commission budget, or if the Big Foot Recreation Department could add the project to its budget, or if CDA funds could be secured, or if the sponsorship solicitation efforts should be attempted a second time. It was also suggested that the Abbey Resort was going to replace its temporary hole baskets, and maybe the Village could acquire their temporary plastic hole baskets. Lobdell stated that she will look into the issues this month and report at next month's meeting. Lobdell stated that the other concern at the Duck Pond dog track area was addressed with the placement of a garbage can at the entrance and one at the halfway point around the track. Conklin asked if the Village has accepted the offer she and her husband made to purchase a wooden box plastic bag holder for people to use to collect their dog's waste. Conklin stated that they will donate the bag holder if the Village agrees to keep it stocked with bags. Following discussion, it was determined that the Conklins should buy one wooden bag holder at this time and the Village will keep it stocked with plastic bags. Conklin asked if a bench also could be erected in the dog track area. Lobdell stated that the Village currently does not have any extra park benches; however, benches are donated on occasion and the location will be kept in mind.

Belvidere Park Association Tree Fine Mitigation Amendment Request

The Belvidere Park Association submitted a check to the Village for \$3,000 to pay the fine for violating the Tree Ordinance. In an email to the Village, Scott Anderson states that the Belvidere Park Association has already planted five trees and there are commitments from association residents to pay for and plant the five other replacement trees in lieu of making a payment into the Village's Tree Fund. The email states that the five other trees would be planted in six to eight weeks. The association will submit pictures of the planted trees and a map of the tree locations to ensure that it has fulfilled the requirement to replace all 10 trees that were cut down. Lobdell stated that the ordinance states that property owners can replace the trees or pay into the Tree Fund, so she does not have a concern with the request as long as the association verifies that the trees have been replaced.

Krei/Conklin 2nd made a MOTION to approve the amendment to the Tree Fine Mitigation Agreement for the Belvidere Park Association to replace the five other trees cut down without the proper permits in lieu of making a \$2,400 payment into the Village of Fontana Tree Fund, with the condition that the association verifies that the trees have been replaced. The MOTION carried without negative vote. Sharon O'Brien abstained.

New Business

New Signage & Signage Maintenance for Parks

Some new signage is needed and some of the existing signage is in need of repair. Lobdell stated that a subcommittee should be created to take an inventory of the current signage and to make recommendations for new signage. Sharon O'Brien and Nancy Krei volunteered to be the subcommittee members.

Authorize Administrator/Treasurer Kelly Hayden for Bank Account

Since Hayden is not an authorized signatory on the Park Commission bank account, the Park Commission had to provide authorization for her to transfer funds at the bank. The Park Commission keeps the balance of its accounts in a money market account, and the funds are transferred into a checking account to cover expenditures when they are approved.

O'Brien/Krei 2nd made a MOTION to authorize Administrator/Treasurer Kelly Hayden to transfer funds in the Park Commission accounts at the Walworth State Bank, and the MOTION carried without negative vote.

Bills to Pay

Student Painters Invoice for Mill House Staining Project

A company that employs college students has been contracted to stain the wood at the Mill House Pavilion. In order to get supplies for the project, the company asks for 10 percent of the project cost. Workman stated that 10 percent of the project cost is \$150.

O'Brien/Green 2nd made a MOTION to approve the payment of \$150 to the company contracted to stain the wood at the Mill House Pavilion, and the MOTION carried without negative vote.

Park Applications

Curtis Hubertz, Park House, July 26, 2009, Noon to 5:00 pm

Curtis Hubertz submitted an application to use the Park House for a birthday party with about 20 people on Sunday, July 26, 2009 from noon to 5:00 pm. Mr. Hubertz was the Village President from 1969 to 1977.

O'Brien/Green 2nd made a MOTION to approve the Park Permit Application as submitted, with the fee waived, and the MOTION carried without negative vote.

Cincinelli Family, Reid Park Designated Area, August 1, 2009, Noon to 5:00 pm

The application states that the family would like to hold the party in the area adjacent to the Gazebo; however, there is a Music in the Park event scheduled to begin at 5:00 pm and setup will commence at 4:00 pm. Also, the application states that the family would like to have six of the picnic tables clustered together for the event. Following discussion, the Park Commission members were in consensus that the designated area should be moved further into the park, away from the Gazebo to avoid a potential conflict with the Music in the Park event. Also, the Village picnic tables are secured in place, and the Park Commission members determined that the applicants will have to bring their own portable tables if they want them to be clustered together.

O'Brien/Green 2nd made a MOTION to approve the Park Permit Application as submitted, with the conditions that the designated area be moved further into the park away from the Gazebo in order to avoid a potential conflict with the Music in the Park event, and that the family has to supply its own picnic tables if they are to be clustered. The MOTION carried without negative vote.

Women's Community Co-op, Park House, First and Third Thursdays, June 18, 2009 to December 17, 2009, 6:30 to 9:30 pm

The women's group consists of local members who would like to hold their meetings twice a month at the Park House. During the discussion, the Park Commission members directed Martin to have an item on the November 2009 monthly meeting agenda to discuss a possible flat fee for local civic organizations to hold their meetings and events at the Park House instead of the \$75 one-time-use-fee, which is typically waived for local civic organizations and not-for-profit groups.

O'Brien/Krei 2nd made a MOTION to approve the Park Permit Application as submitted, with the fee waived, and the MOTION carried without negative vote.

Lower Gardens Association, Park House, July 11, 2009, 9:00 am to Noon

The association would like to hold its annual meeting in the Park House.

O'Brien/Lobdell 2nd made a MOTION to approve the Park Permit Application as submitted, with the fee waived, and the MOTION carried without negative vote.

Lake Geneva Marathon, Gazebo, May 8, 2010, 6:00 am

The annual event is scheduled for Saturday, May 8, 2010.

O'Brien/Green 2nd made a MOTION to approve the Park Permit Application as submitted, and the MOTION carried without negative vote.

Village of Fontana Music in the Park, Gazebo, July 4, August 1 & September 5, 2009, 5:00 pm

The lineup potentially features the U.S. Naval Band on Saturday, September 5, 2009, which is the same day as the Pig in the Park event.

O'Brien/Krei 2nd made a MOTION to approve the Music in the Park dates for the Reid Park Gazebo as submitted, and the MOTION carried without negative vote.

Any Other Comments or Concerns

O'Brien stated that a fence is needed between the Little Foot Playground in Reid Park and the Lake Street alley. There have been arborvitae bushes planted between the playground and the alley, but the former cyclone fence was removed during the Third Avenue Project. O'Brien stated that a fence is needed for safety purposes to keep children from running or falling in front of a vehicle. The Park Commission directed O'Brien to request the additional section of fencing at the next CDA Board meeting on Wednesday, July 1, 2009 beginning at 6:00 pm. Krei announced that Wally Bullard will be entertaining children with his balloon

making skills on Wednesday, July 1, 2009 from 10:00 am to noon at the Duck Pond Pavilion and she encouraged the members to attend and to bring children.

Pending Items for Future Agendas

1. Park Maintenance Plan
2. Volunteer Opportunities (Master Gardeners Group)
3. Landscape Plans for VOF/Pheasant Ridge Corner Lot at County Highway B & Indian Hills Road
4. Parks and Open Space Plan Update

Adjournment

O'Brien/Green 2nd made a MOTION to adjourn the meeting at 7:10 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: 7/15/09