

**VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN**

**(Official Minutes)**

**Park Commission Monthly Meeting**

July 15, 2015

The Park Commission meeting was called to order by Chairman Tom Whowell at 6:11 pm on Wednesday, July 15, 2015.

**Members Present:** Trustee Whowell, Sandra Hibbard, Gail Hibbard, Sarah Lobdell

**Members Absent:** Mary Green, Lynne Frost, Laura Coates

**Also Present:** Jade Bolack, Administrator Dennis Martin

**Approval of Minutes June 17, 2015**

Gail Hibbard/Sandra Hibbard 2<sup>nd</sup> made a MOTION to approve the minutes as submitted for the June 17, 2015 meeting, and the MOTION carried without negative vote.

**Announcements**

The annual Big Foot Lions Club Lobster Boil and Steak Fry is July 25, 2015 and the Pig in the Park fund-raising pig roast is being held September 5, 2015 in Reid Park. Martin stated that the Park Commission received a thank-you card from the Fontana Elementary School fourth-grade class for the annual donation the Village allocates for the Arbor Day Program.

**General Business**

**Park House Use**

The Park House was used twice in June 2015 for Big Foot Recreation District programs.

**Treasurer's Report**

Lobdell presented the balances for the Park Commission bank accounts. There is currently \$6,400 in unallocated funds in the Pioneer Park Fund, which Lobdell explained the Park Commission uses to deposit and track donated funds.

**Plan Commission Report**

Lobdell stated that at its last monthly meeting the Plan Commission approved motions to recommend approval of the Lakeview Terrace Planned Development Precise Implementation Plan, and to schedule a public hearing for a conditional use permit amendment application filed by Willow Bend Marine in the Extraterritorial Zoning District to authorize the construction of one more boat storage building. The Plan Commission also received an initial report on a proposed amendment to the Village Center Zoning District to address the unique characteristics of the lakefront business parcels.

**Public Works Report/Maintenance List**

As directed last month, the Public Works Department crew added some red stones at the Mill Street entrance to the Hildebrand Nature Conservancy; oiled the chains and spread new mulch at Little Foot Playground; and put out some recyclable collection cans at the Duck Pond Recreation Area. Martin stated that the DPW crew also cut back some of the trail areas and repaired a pedestrian path bridge in the Hildebrand Nature Conservancy. Lobdell asked if two metal park benches located adjacent to the boat trailer parking lot that never seem to be used can be relocated to Little Foot Playground by the pirate ship area, where there is a need for seating. The Park Commission members also discussed the weeds that are growing in the creek area that runs from Porter Court Plaza along Highway 67 past the Mill Street Condominium Association buildings. Martin stated that the native plantings area was included in a CDA landscaping project; however, he will have to check if the weeding duties are assigned in one of the landscaping service contracts and being neglected, or if the weeding duties need to be assigned.

## **Old Business & Pet Projects**

### **Garden Club Bench & Sam's Garden Update**

Whowell stated that the Public Works Crew and Garden Club members worked with him this past month to get the new Sam's Garden planted behind the new Public Library parking area off the north side of Second Avenue. Some of the perennials and trees from the Sam's Garden area that was located adjacent to the soon-to-be-abandoned library parking area across Second Street from the library's front entrance were transplanted in the new garden area. Martin stated that a picnic table also was moved into the area. Following discussion, Gail Hibbard stated that she will make sure that the Garden Club members still want to have the park bench the club donated a few years ago moved from its present location by the Mill House Pavilion to the new Sam's Garden park area behind the Village Hall/library building. Martin stated that there are still a few weeks for people to dig out the remaining perennials from the old garden area before the townhome and water main construction projects commence and the area is dug up. Martin stated that Lynne Frost requested in an emailed message that the Park Commission plan a dedication event for Sam's Garden once it is completed, and that the Fontana Garden Club can assist with publicity.

### **Pioneer Park Bathroom – Approve Architect Contract**

Whowell stated that he met with staff and talked to some local developers about donating construction materials and labor for a permanent bathroom in Pioneer Park, across the street from the Village boat launch. Whowell presented a \$1,200 proposal he received from Aspect Design Inc., Johnsburg, IL to prepare the preliminary design drawings and construction documents that are required for a public building. Whowell stated that he showed the architect the Country Club Estates lakefront building and some of the other lakefront architectural styles in the Village for design inspiration. Following discussion on the proposal, the Park Commission reached the consensus that the bathroom project is an appropriate allocation of the undesignated donated funds; however, the project should be equally funded by the Lakefront Budget. Martin stated that he is confident that the Lakefront and Harbor Committee members will also support the project and that the matching funding could be allocated in the 2016 budget and reimbursed to the Park Commission fund if the architect contract is approved at this time. Martin stated that even if construction materials and labor is not donated and the Village ends up funding the entire project, it will pay for itself in a couple years as the Village will not have to rent the portable-toilets that are currently placed in the park during the boat launch season.

Lobdell/Gail Hibbard 2<sup>nd</sup> made a MOTION to approve the allocation of \$1,200 from the Pioneer Park Fund for the Aspect Design Inc. bathroom building design proposal, with the condition that \$600 is reimbursed to the Pioneer Park Fund by the 2016 Lakefront Budget. The MOTION carried without negative vote.

### **Moravecek Bench Donation in Reid Park – Approve Design and Location**

Martin stated that he and Laura Coates met with Robert Moravecek in Reid Park and they found an appropriate location for the memorial bench the family would like to donate to the Village. Martin also presented images of the style of bench that the Park Commission favored last month and that was favorably reviewed by Moravecek.

Gail Hibbard/Lobdell 2<sup>nd</sup> made a MOTION to approve the donation by the Robert Moravecek family of a six-foot Sterling Engraved Bench Model KBC1356, color brown/desert tan, with the memorial writing on the bench boards as presented, and to have it erected along the lakefront path in Reid Park in the open location adjacent to the Village's lakefront marina building. The MOTION carried without negative vote.

### **Park House Update – Proposal for Tile Flooring to Replace Carpeting**

Martin stated that he and Sandra Hibbard met with DPW Manager Brett McCollum and the proposal to spruce up the Park House includes replacing the stained and ripped carpeting with tiles, installing a cabinet in the bathroom, and repairing leaking windows on the east side of the building. Martin stated that McCollum and the DPW crew can install the tile and complete the other work. Sandra Hibbard picked up several tile samples and there is about 100 square feet of the grey colored tile that was installed around the doors and in the kitchenette and bathroom that

is leftover from the 2007 project. Following discussion, the consensus was reached that the current tiled areas should be expanded using the leftover grey tiles, and that Sandra Hibbard should work with McCollum to come up with a pattern for the rest of the room using various tile colors and patterns. Sandra Hibbard stated that she could purchase the additional tiles needed to complete the project for \$1,000 to \$2,500, especially if she can purchase some or all of them from a nearby manufacturer resale store. Martin stated that with regard to publicity for attracting people to lease the Park House, there has been a message on the Village Hall parking lot sign for the past month; however, there have been no new applications filed. Martin stated that Frost's emailed message also provided input with regard to a publicity brochure that will be produced following the renovation project. Frost suggested publicizing the Park House as a location for a "day trip" in lieu of renting a motel room, or for use as a base for beach and boating activities. Frost stated that it could be used for a meeting place rather than just locating at a table in the park, and maybe a tent and gas grill could be added to the back yard to make it more functional. Gail Hibbard/Sarah Lobdell 2<sup>nd</sup> made a MOTION to approve the allocation of an amount not to exceed \$2,500 from the Pioneer Park account to purchase floor tiles to replace the Park House carpeting, and the MOTION carried without negative vote.

### **Prairie and Fontana Fen Update**

Gail Hibbard stated that Tom Vanderpoel informed her that he should have the five-year maintenance plan for the Fontana Fen and native prairie restoration area drafted for the Park Commission within the next month. Gail Hibbard stated that Vanderpoel was in Fontana a couple times in the last week to help with identifying and harvesting oak savanna plant seeds.

### **501(c)3 Organization Resurrection**

Martin stated that the Village still has not received any inquiries on finding replacements for the organization board of director positions, including at least a president and secretary. Following discussion on the initial intent of establishing the organization and if there is a requirement that board of directors members not be members of other municipal committees or commissions, staff was directed to look for and review the bylaws and articles of incorporation for the organization.

### **New Business**

#### **Big Foot Lions Club Permit Application for Food Tent in Reid Park, September 19, 2015**

Martin stated that the club would like to set up a food tent during the annual Fat Tire Tour event, which has stops at the local bars on Saturday, September 19, 2015.

Lobdell/Sandra Hibbard 2<sup>nd</sup> made a MOTION to recommend Village Board approval of the Park Permit application filed by the Big Foot Lions Club to set up a food tent in Reid Park on Saturday, September 19, 2015, and the MOTION carried without negative vote.

#### **MPC Park Permit Application for Duck Pond Recreation Area June 18, 2016**

Martin stated that the company picnic was held without concern this past June and the company has already filed the application for next year's event. MPC covered the additional expenses for having a dumpster moved over by the pavilion for clean-up, which went well this year.

Gail Hibbard/Sandra Hibbard 2<sup>nd</sup> made a MOTION to recommend Village Board approval of the Park Permit application filed by MPC, Inc., Walworth, for the Duck Pond Recreation Area and Pavilion, with a beer and wine consumption permit, for Saturday, June 18, 2016. The MOTION carried without negative vote.

### **Adjournment**

Lobdell/Sandra Hibbard 2<sup>nd</sup> made a MOTION to adjourn the meeting at 6:38 pm, and the motion carried without negative vote.

Minutes prepared by: Dennis Martin, Village Administrator

Note: These minutes are subject to further editing. Once approved by the Park Commission, the official minutes will be kept on file at the Village Hall.

APPROVED: 9/16/15