

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

MONTHLY MEETING of the PARK COMMISSION
Wednesday, September 19, 2007

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, Brent Horvath, Sharon O'Brien, Jill Wegner, Nancy Krei, Daniel Green

Park Commissioner absent: Dawn Sammons

Also present: Dan Baughman, Roy Diblik, Terry Guen, Jeff Koepke, Village Clerk Dennis Martin, CDA Executive Director Joseph McHugh, Trustee Micki O'Connell, Jerry Sjoberg, Tom Vanderpohl, Carol Howell, Director of Public Works Craig Workman

Approval of Minutes

O'Brien/Wegner 2nd made a MOTION to approve the minutes submitted for the meeting held August 15, 2007, as presented, and the MOTION carried without negative vote.

Visitors Heard

None

Announcements

None

General Business

Park House Use

Lobdell reported that the Park House was used 13 times in August 2007.

Treasurer's Report

The Financial Report as of August 31, 2007 was presented by Lobdell.

Plan Commission Report

Lobdell stated that there was not much new with regard to development proposals presented at the last meeting of the Plan Commission. Lobdell stated that the Plan Commission and Joint ETZ Committee will be considering an amendment to the B-2 ETZ General Business District, with regard to lowering the maximum allowed height from 55 feet to 45 feet, to match the rest of the Zoning Code.

Public Works Report

Workman stated that the first phase of construction at the Duck Pond is underway, with all of the necessary trees cleared for the excavation work required for the installation of the new pedestrian/bicycle path. Workman stated that Duck Pond Road will remain open throughout the construction process.

Old Business

Summer Breeze

Lobdell stated that a final decision was needed from the Park Commission with regard to remounting the statue at the lakefront. O'Brien stated that the artist, Jay Brost, wants to have the statue erected back in the small triangle area at the same location that it was initially erected. Workman stated that the Village will have to install new footings and then mount the base of the statue. There may be associated engineering concerns that dictate the final location of the statue. The Park Commission was in consensus that Workman should work with Brost and Tom Cook to move the statue back from the DPW garage site to the triangle area at the lakefront for it to be remounted at the appropriate time in the most appropriate location near the triangle. O'Brien/Wegner 2nd made a MOTION to direct Workman to work with Jay Brost and Tom Cook to have

the Summer Breeze statue erected in the triangle area at the lakefront near the original site at the most appropriate time before the next summer season and in the most appropriate place, and the MOTION carried without negative vote.

Christmas Décor

O'Brien stated that the committee has selected large snowflakes to be mounted to the Village street light poles, and samples will be ordered. O'Brien stated that the Christmas decorations committee has a new volunteer member, Porter Harrett, who is helping with the project.

Mill House Pavilion

O'Brien stated that the committee has recently overcome the obstacles that have slowed down the planning process for the Mill House Pavilion. The Wisconsin DNR has indicated that a permit is not required for the project. O'Brien stated that Par Development will be assisting with the construction, and Roy Diblik will be advising on the landscaping plan for the project.

Final Delineation Between the Mowed Turf and the Native Prairie Restoration Areas on State Highway 67

McHugh stated that a recent tour of the areas adjacent to the highway and Mill Street has revealed transition areas that have to be delineated as regular grass areas that have to be mowed and areas that have to be treated as native prairie restoration sites. McHugh stated that a "scrubby" area has been created between the grass adjacent to the road and the native prairie areas. McHugh stated that the expenses to maintain the areas as native prairie or to pay for the additional grass cutting are not very significant either way. The Park Commission was in consensus that the photograph number 2 on page 3 of the 4-page memo distributed at the meeting displays how the mowed turf and native prairie restoration areas should be delineated, and that the additional 4 feet should be added to the mowed turf areas maintained by the DPW.

O'Brien/Horvath 2nd made a MOTION to delineate the mowed turf and native prairie restoration areas as pictured in photograph number 2 on page 3 of the 4-page illustration distributed at the meeting, and to direct the Department of Public Works to add the additional 4 feet of mowed turf to the areas that it maintains, and the MOTION carried without negative vote.

Set Fine for Jerry Sjoberg – Severe Tree Trimming Without Permit (Table 8/15/07)

Lobdell stated that the agenda was tabled last month because Sjoberg did not submit a report from an arborist. Lobdell stated that Sjoberg has submitted the report and it indicates that the trees were over-topped and it could threaten the future health of the trees. O'Brien stated that the Tree Ordinance does not take into account the intent of the person who violates the ordinance, it only dictates that the Tree Board consider levying a fine between \$50 and \$500. O'Brien stated that since the severe tree trimming was such an egregious topping of the trees, she recommended setting the fine at the maximum \$500 level. O'Brien stated that the Park Commission acting as the Tree Board has to enforce the ordinance as long as it is part of the Municipal Code. Daniel Baughman, president of the Lower Gardens Association, stated that the decimation of the trees has outraged all of the residents of the subdivision. Baughman stated that Richards Tree Service has been trimming trees in the village for many years, and he has never witnessed the company trim trees in such a deplorable manner. Baughman stated that an arborist prepared a report for the association and it confirms the report submitted by Sjoberg. Baughman stated that a \$500 fine is not strict enough of a penalty to prevent other property owners from blatantly breaking the regulations of the Tree Ordinance. Baughman stated that the association would support an amendment to the Tree Ordinance that would triple the fine for topping healthy trees. Baughman stated that Sjoberg should have to replace the trees with as mature trees as possible. O'Brien stated that the Tree Ordinance needs to be amended to address the severe tree trimming issue. O'Brien stated that Sjoberg is planning to file for a lot line adjustment in order to accommodate the construction of a second home on the parcel, and she suggested Sjoberg work with the neighbors to enhance the new tree plantings to help "mend fences" with the neighborhood.

O'Brien/Green 2nd made a MOTION to have a municipal citation issued for \$500 to Jerry Sjoberg for severe tree trimming without the proper permit, and the MOTION carried without negative vote. Nancy Krei abstained.

2008 Budget

Lobdell stated that the proposed budget for the Park Commission is about the same as the 2007 budget, with the exception that some supplies have been cut back. The maintenance and utility expenses are equal to last

year. The main expenses are the contracts with Brickman and Agrecol. Lodbell stated that the Park Commission requested the allocation of about \$10,000 to fund the installation of a multi-surface basketball/tennis court at the Duck Pond. Lodbell stated that following a joint meeting with McHugh, Workman and representatives of Brickman, the Public Works Department has been designated to mow the grass in all village parks, including Reid Park; and Brickman has been designated to maintain all the planting beds, including the medians along Highway 67 and Fontana Boulevard, and to complete the tree trimming duties in the Village parks. The budget includes a \$2,000 donation to the Ball and Glove Program, which is down \$2,000 from previous years in order to match what the other municipalities are donating to the program.

Parks Maintenance Comprehensive Plan

McHugh stated that at the joint meeting to designate responsibility for the park maintenance duties, it was determined that the DPW crew will handle all grass cutting duties, including Reid Park, and Brickman will take care of tree trimming and planting bed maintenance duties. McHugh distributed a diagram that delineates the parks maintenance comprehensive plan.

Agrecol Update

McHugh distributed an August 27, 2007 letter from Agrecol that provides an update on the work scheduled for the rest of the 2007 growing season in the Fontana Fen, at Headwaters Park, in the Hildebrand Nature Conservancy and along Highway 67. The Park Commission designated O'Brien and Wegner as the members to contact for issues regarding the Agrecol contract to take the place of recently resigned Park Commission Chairman Rick Treptow.

New Business

Update on Landscaping at Chuck's Lakeshore Inn

Carol Whowell presented the concept plan for renovating Chuck's Lakeshore Inn, including changing the exterior color of the building back to its original white. Whowell stated that the plan was approved by the CDA Board at its last monthly meeting. Whowell stated that the Village previously approved a plan that removed two of the side railings from the exterior of the Chuck's building adjacent to Reid Park in an attempt to get pedestrians to walk on the sidewalk to the entrance, instead of through the bushes. Whowell stated that they decided to change the scope of the project to address the side entrance issue and to resolve interior space issues. The new concept is to install heavy white vinyl siding on the exterior of the building and to change the roofing material to match other lakefront buildings, including the new Village beach house and the restrooms/pavilion in Reid Park. Whowell stated that the plan also includes getting rid of the side walkway along the building, and to renovate the interior to bring the walls out to the edge of the roof and enclose the former walkway area. Whowell stated that the plan will create more interior space on that side of the bar. The sidewalk through Reid Park would lead directly to the side door. The plan also includes enclosing the front sidewalk portion of the parcel and creating an outdoor deck. Whowell stated that they will move the current landscape plantings to compliment the renovation plan and she will work with Roy Diblik to select new plants to compliment the landscaping plan. Whowell stated that she wanted to present the proposal to the Park Commission because the sidewalk goes through Reid Park and she will have to work with the Park Commission to select the proper plantings.

O'Brien/Krei 2nd made a MOTION to approve the renovation plan as presented, and the MOTION carried without negative vote.

Native Prairie Restoration Efforts/Duck Pond Gateway Triangle Update – Terry Guen

McHugh stated that Terry Guen, Tom Vanderpohl and Roy Diblik were at the meeting to present the proposed plant and tree list for the first phase of the project. McHugh stated that the CDA allocated an amount not to exceed \$150,000 for the first phase. Guen presented the overview of the native prairie restoration plan and the fall work schedule that were approved in June 2007. Vanderpohl stated that the Village needs to restore the land in the area to preserve the existing large stands of oak trees that are in a state of decline. Vanderpohl stated that although the large oak stands appear healthy from afar, a closer study of the conditions shows that there is no new growth taking place and the stands are in a state of decline. The Park Commission was in consensus that the plant and tree list looks great as presented. With regard to the new trees, Guen proposed purchasing less mature trees because the Village can purchase more trees for the project budget than if more mature and more costly trees are purchased. Guen stated that the next step will be to put the project out for bids. McHugh asked the Park Commission members if they had any concerns

with the design. Lobdell stated that the proposed plant and tree list is good as presented, and it is a good idea to purchase a greater quantity of trees at smaller, less mature sizes.

Wegner/O'Brien 2nd made a MOTION to approve the plant and tree plantings plan as presented, and the MOTION carried without negative vote.

Enhancement Plantings for Completed Projects

Lobdell stated that Roy Diblik has proposed to plant more bulbs to fill in empty areas in the median beds along Fontana Boulevard and Highway 67 and in the areas at the Village Hall/Library parking lot, the Reid Park restrooms and pavilion and at the beach house. Lobdell stated that there are still funds available in the Reid Park budget account and in the Fontana Boulevard medians account that could be allocated to purchase more bulbs if the proposal is not funded by the CDA. Lobdell stated that if the CDA does not approve the funding for the proposal, it can be derived from remaining funds in the Park Commission budget. Diblik stated that he could enhance the plantings with new bulbs for a total of about \$800. Diblik has been donating perennials for the beds in the past few years to help fill in the planting beds. O'Brien stated that she will present the proposal to the CDA for consideration at its next monthly meeting. Volunteers will help Diblik planting the additional bulbs this fall.

Election of New Secretary/Treasurer

Lobdell stated that a Park Commission member has to be appointed to fill the secretary/treasurer position that she vacated to take the chairperson position. O'Brien stated that one of the new members, Nancy Krei, would do a wonderful job serving as secretary/treasurer.

Wegner/Green 2nd made a MOTION to approve the appointment of Nancy Krei as the Park Commission Secretary/Treasurer, and the MOTION carried without negative vote.

Bills to Pay

Agrecol – Mowing and Weeding in Headwaters and Hildebrand

Lobdell stated that nine bills totaling \$6,177.50 were submitted by Agrecol. Lobdell stated that there is only \$6,440 left in the budget and she requested that McHugh check with Agrecol to determine if the contracted work has been completed for the remainder of the year.

O'Brien/Horvath 2nd made a MOTION to approve payment of the Agrecol bills totaling \$6,177.50, and the MOTION carried without negative vote.

Lobdell stated that the Park Commission also received a bill totaling \$16 from BEK Specialties for new name plates for Krei and Green, and a resubmitted bill from Brickman totaling \$2,700. The Brickman bill is for additional work completed on the Highway 67 beds. The initial bill submitted last month totaled \$3,780, and following a meeting with Brickman representatives, the bill was reduced to \$2,700. Although there are no funds available in the budget, the Park Commission members were in consensus that they should approve the payment of the bills, and exactly where the money will be derived in the budget will be determined.

O'Brien/Wegner 2nd made a MOTION to approve the payment of the bills submitted by BEK Specialties and Brickman as presented, with the source of the funds to be determined, and the MOTION carried without negative vote.

Park Requests

None

Any Other Comments or Concerns

Lobdell stated that she has been contacted by the Village Garden Club with regard to the bench donation for the Fontana Fen. Lobdell stated that she will work with the club to have the bench installed at the Fen. McHugh stated that the Park Commission may want to make a budget request to have the Village's Comprehensive Outdoor Recreation Plan (CORP) and Parks and Open Space Plan upgraded next year because the current plan is expiring. Krei stated that she has to attend a meeting with regard to her position as the director of the Fontana Public Library, so she will be unable to attend the next monthly meeting on the Park Commission on Wednesday, October 17, 2007.

Pending Park Commission Items for Future Agendas

1. Landscape Plans for Mill House Pavilion and VOF/Pheasant Ridge Parcel at County Highway B & Indian Hills Road
2. Fontana-Walworth Pedestrian Connection
3. Comprehensive Outdoor Recreation Plan (CORP)/Upgraded Parks and Open Space Plan

4. Garden Club Bench Donation
5. Van Slyke Creek
6. Brick Program
7. Pet Waste
8. Long-Term Planning Workshop – December/January
9. Money Raising Opportunities

Adjournment

Green/Krei 2nd made a MOTION to adjourn the meeting at 7:40 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: 10/18/07