

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

(Official Minutes)

Park Commission Monthly Meeting

December 4, 2017

The Park Commission meeting was called to order by Trustee Stan Livingston at 5:05 pm on Monday, December 4, 2017.

Members Present: Trustee Livingston, Sarah Lobdell, Gail Hibbard, Sandra Hibbard, Mary Green (arrived at 5:12 pm)

Members Absent: Robin Nuzzo, Jill Wegner

Also Present: Theresa Loomer, Brett McCollum, Matt Moore, Trustee Rick Pappas

Approval of Minutes November 15, 2017 and November 27, 2017

Gail Hibbard/Sandra Hibbard 2nd made a MOTION to approve the minutes as submitted for the November 15 and 27, 2017 meetings, and the MOTION carried without negative vote.

Visitors Heard

None

Announcements

None

General Business

Park House Use

The Park House was not used in November, 2017.

Treasurer's Report

The Treasurer's Report was not yet completed for the month.

Public Works Report

McCollum reported thirteen of the light posts along highway 67 were wrapped in garland. A new star was made by the Public Works Department for the Christmas tree in Reid Park.

Old Business

Recommendation on RFP Landscape Proposals

Three landscape proposals were submitted in response to the 2018 Landscape RFP. Blackstone quoted \$65,758, ClearView quoted \$67,000 and Balanced Environments quoted \$68,000 with an additional \$39,000 for necessary add-ons. Due to the competitive bids and wealth of information, the Park Commissioners opted to table the request at the last meeting for more time to review. Livingston reported that Balanced Environments came down to \$80,000 with hopes Village employees would help, however, he added it is not fair to alter the proposal and allow one company the use of Village employees in order to keep their costs down and not offer it to the others. Livingston stated he has received six or seven endorsements for ClearView and recommends that their company be awarded the contract on a one-year term in order to evaluate performance after the 2018 season. In response to a question posed about whether ClearView knows about trees, McCollum and Livingston replied that arborists are typically hired separate, and tree trimming and planting is not covered in the landscape contract.

Gail Hibbard/Sandra Hibbard 2nd made a MOTION to recommend Village Board approval of the Landscape Contract as submitted by ClearView Landscape Construction, Co., for the 2018 season for a one-year term, in the amount of \$67,000, and the MOTION carried without negative vote.

New Business

Highway 67 Light Pole Decorations

Livingston stated Public Works ordered enough garland and lights to decorate 13 light posts along Highway 67 which totaled \$2,800. Livingston requested the Commission approve allocating \$1,500 for additional decorations so every other light post coming into town on Highway 67 will be wrapped in lights and garland. Livingston will work with Treasurer Vilona to decide which Park Commission Fund will be used for the additional decorations.

Sandra Hibbard/Lobdell 2nd made a MOTION to approve decorations for ten additional light posts for a cost not to exceed \$1,500, and the MOTION carried without negative vote.

Adjournment

Lobdell/Sandra Hibbard 2nd made a MOTION to adjourn the Park Commission meeting at 5:12 pm, and the MOTION carried without negative vote.

Minutes prepared by: Theresa Loomer, Village Clerk

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: 01/17/18