

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

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

Chairperson Sarah Lobdell called the meeting of the Park Commission to order at 6:01 pm in the Meeting Room at the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

Park Commissioners present: Sarah Lobdell, Jill Wegner, Daniel Green, Dawn Sammons, Nancy Krei, Sharon O'Brien, Trustee Bob Youngquist

Park Commissioner absent: Brent Horvath

Also present: Wally Bullard, Administrator Kelly Hayden-Staggs, CDA Commissioner Gail Hibbard, Village Clerk Dennis Martin, CDA Executive Director Joseph McHugh, Village President Ron Pollitt, Director of Public Works Craig Workman

Approval of Minutes

Wegner/Sammons 2nd made a MOTION to approve the minutes submitted for the meeting held October 17, 2007, as presented, and the MOTION carried without negative vote.

Visitors Heard

None

Announcements

Lobdell stated that the long-term planning workshop meeting is scheduled for Saturday, January 12, 2008, from 9:00 to 11:00 am at the Village Hall.

General Business

Park House Use

Lobdell reported that the Park House was used 12 times in November 2007.

Treasurer's Report

The Financial Report as of November 30, 2007 was presented by Krei.

Plan Commission Report

Lobdell stated that the Plan Commission recommended Village Board approval of an amendment to the Precise Implementation Plan for the Abbey Springs clubhouse renovation project, and proposed lakefront zoning ordinance amendments were discussed.

Public Works Report

The Park Commission thanked Workman and the DPW crew for putting up the new holiday season banners and installing the new Christmas lights. The Village has received many compliments for the new decorations.

Old Business

2008 Budget

Lobdell stated that the final budget was approved by the Finance Committee and Village Board. Hayden-Staggs stated that the Park Commission budget was not changed from the final draft.

Parks Maintenance Comprehensive Plan/Maintenance Contract

Lobdell stated the Village received a proposal from Blackstone Landscape, Inc. to provide the required park maintenance that was within the budget, and the contract was approved by the Village Board.

Duck Pond Gateway Triangle Update

McHugh stated that a meeting will be scheduled with Roy Diblik to draft a landscape maintenance plan for the area. Bids for the work will be put out in April and the landscape work is scheduled to commence in May.

Long-term Planning Workshop – January 12, 2008, 9:00 – 11:00 AM, Village Hall

Lobdell stated that the meeting is scheduled for Saturday, January 12, 2008, from 9:00 to 11:00 am. Lobdell stated that if any of the members had any specific items to discuss, they should contact her and they will be placed on the agenda for the workshop meeting.

Proposed Amendments to Sections 2-63, 2-336 & 2-341 (Village Board Referral)

The Village Board referred the matter to the Park Commission for an official recommendation. O'Brien stated that the Park Commission should remain responsible for the landscaped and grass areas of the beach, and the Lakefront and Harbor Committee should be responsible for the beach house operations. O'Brien stated that the Park Commission is responsible "for everything you walk on" in the Village parks. Trustee Youngquist stated that a good point to delineate where the Lakefront and Harbor Committee's jurisdiction ends and where the Park Commission's jurisdiction commences could be the high-water mark. Following discussion, the Park Commission was in consensus that approval should be recommended for the proposed amendment to Section 2-336, regarding membership; and approval should be recommended for the proposed amendments to Section 2-341, regarding powers and duties, with the condition that a clause be added that states the Park Commission's primary duties include the planning of the open space and park areas at the lakefront and beach areas that are located above the high-water mark. The Park Commission was in consensus that the proposed amendments to Section 2-63 should be referred to the Lakefront and Harbor Committee.

Sammons/Krei 2nd made a MOTION to recommend Village Board approval of the proposed amendments to Section 2-336 as presented, and approval of the amendments to Section 2-341 with the addition of a clause that states the Park Commission's primary duties include the planning of the open space and park areas at the lakefront and beach areas that are located above the high-water mark. The MOTION carried without negative vote.

New Business

Duck Pond Frisbee Golf Course

Local resident Wally Bullard, of Quest Advanced Technologies, presented cost information for the installation of an 18-hole disc golf course at the Duck Pond Recreation Area that could feature either temporary baskets or permanent baskets. Temporary baskets, which serve as the "holes" on the course, cost \$60 each. With design and installation costs totaling \$120, an 18-hole course featuring the temporary baskets would cost \$1,200. The cost for permanent baskets would be \$2,700 plus \$5,000 for installation. There would be other costs totaling about \$360 for installation materials, and about \$2,000 for Tee Signs. Tee boxes can be made of concrete, for about \$3,600; of rubber, for about \$1,750; of gravel, for a marginal fee; or kept natural, which would have no associated cost to develop. Bullard stated that other disc golf courses that he has created have been developed with sponsorship fees for each hole. Bullard stated that sponsorships can be solicited to help pay for the course. When a sponsor is found, an advertisement for their company can be placed on a tee sign next to the tee box. Bullard stated that he has installed a nine-hole disc golf course at the Abbey Resort. Bullard stated that he walked around the Duck Pond area and it would be ideal for an 18-hole course. Bullard stated that holes can be created in open fields or through wooded areas, and on all types of terrain. Lobdell stated that there are two possible areas at the Duck Pond that could be used for the course. Bullard stated that disc golf courses are great alternatives for park land that is not suitable for traditional playing fields. The only costs for maintaining the course after it is developed would be to mow the grass areas. Sammons asked Bullard how people would obtain discs for playing. Bullard stated that discs can be purchased for \$10 to \$20 each, and once the course is developed, the discs could be sold in local stores. The Park Commission was in consensus that the proposal to develop an 18-hole disc golf course at the Duck Pond is a great idea and a subcommittee should be set up to meet with Bullard, tour the Duck Pond area and develop an initial proposal. The subcommittee members are Lobdell, Green, Sammons and Workman. The subcommittee will tentatively tour the Duck Pond area with Bullard on Saturday, January 12, 2008, at 11:00 am – after the long-term planning workshop meeting.

Little Foot Playground Improvements

Workman distributed catalogs from two playground equipment manufacturers. McHugh stated that the Village has been getting more and more complaints about the condition of the playground equipment, and with proposed construction and landscaping work being planned along the park and sidewalk areas, it would be a good time to make some improvements to the Little Foot Playground. Lobdell stated that the Park

Commission brought up during recent budget planning the replacement of some of the playground equipment as a long-term project. Lobdell stated the some of the popular playground equipment is getting worn out. Workman stated that the equipment that is in disrepair and starting to become dangerous for children can be repaired at a “band-aid” level to get through the next season; however, if the Park Commission members desired, they should start planning now for replacement equipment. O’Brien stated that the Park Commission should form a subcommittee to start the planning with Workman. Subcommittee members will be O’Brien, Green, CDA Commissioner Hibbard and Trustee Youngquist. Lobdell suggested that the subcommittee consider more imagination oriented toys, such as the popular pirate ship, which is one of the items at the playground that needs to be repaired. The Park Commission was in consensus that the “spring-mounted” toys should be removed and not replaced.

Arbor Day Trees to Plant

The Arbor Day Trees have been addressed.

Village Hall Parking Lot Lighting

McHugh stated that he wanted to provide an update on the Village Hall parking lot lights because the Park Commission coordinated the initial planning for the new street lights. McHugh stated that 10-foot poles in the same style as the Highway 67 light fixtures will be used in the parking lot. Krei stated that the current light conditions in the parking lot need to be brighter. Sammons stated that she agreed with Krei and more light is needed in the lot for safety purposes at night.

Tree City USA Recertification Application

Lobdell stated that she has received the Tree City USA Recertification Application and she is working on completing so it can be submitted by December 31, 2007. Lobdell stated that after the financial information is added to the application, she will finalize the document and email it to the Park Commission members for their review.

Sammons/Wegner 2nd made a MOTION to authorize the submission of the completed Tree City USA Recertification Application, and the MOTION carried without negative vote.

Bills to Pay

Agrecol

Lobdell stated that the Village received two invoices from Agrecol totaling \$559 and \$266.50. Lobdell stated that a \$65 bill the Park Commission received from Agrecol in October is for signage at the Fontana Fen. All of the bills items are in the budget.

Brickman

Lobdell stated that the Village received two bills totaling \$1,022 from Brickman for landscaping work at the beach house and at the new restroom/pavilion in Reid Park. The work was not included in the initial contract with Brickman for 2007 services. Lobdell stated that the additional landscaping work was completed when the new buildings were opened during the last year. Hayden-Staggs stated that the Park Commission can’t simply approve paying the bill without making a recommendation what account from which to allocate the funding. During a discussion on why the work was not included in the initial contract with Brickman, the Park Commission came to a consensus that the work was extra landscaping to finish the CDA projects. McHugh stated that TIF funding cannot be used for maintenance related items. Trustee Youngquist suggested referring the bills to the CDA for payment since they were part of the initial construction projects, but not planned for in the initial budget. O’Brien stated that she agreed with Youngquist and the bills should be referred to the CDA for payment.

Youngquist/O’Brien 2nd made a MOTION to refer the two bills the Village received from Brick man for work at the new beach house and restrooms/pavilion building in Reid Park to the CDA for possible funding, and the MOTION carried without negative vote.

Harvard Nursery

Lobdell stated that the Park Commission received a bill for \$475 from Harvard Nursery for the autumn blaze maple tree that is in the budget.

Arbor Day Foundation

Lobdell stated that the Park Commission received a \$30 bill for two subscriptions from the Arbor Day Foundation. There are funds in the budget for the item.

Flagsource North

Lobdell stated that although it was not on the agenda, the Park Commission received bills from Flagsource

North for the new holiday decorations, totaling \$2,008 and \$1,020, respectively. The Village previously paid a \$4,610 bill to Temple Display for the holiday decorations. There is \$10,000 in the budget for the new decorations. O'Brien stated that there will be one more bill for the project that will take the total cost to the budgeted amount; however, the items will not be delivered until January 2008. Hayden-Staggs stated that the bill cannot be paid until the Village takes delivery of the items, so a budget adjustment will have to be made to carry forward the budgeted money from the 2007 budget to the 2008 budget.

Youngquist/O'Brien 2nd made a MOTION to approve payment of the bills as submitted by Agrecol, Harvard Nursery, the Arbor Day Foundation and Flagsource North, and the MOTION carried without negative vote.

Park Requests

None

Any Other Comments or Concerns

Lobdell stated that the Village has received the new park bench donated by the Garden Club and a location for the new bench will be determined at the next meeting.

Pending Items for Future Agendas

1. Landscape Plans for Mill House Pavilion and VOF/Pheasant Ridge Corner Lot 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. Money Raising Opportunities

Adjournment

Wegner/Sammons 2nd made a MOTION to adjourn the meeting at 6:25 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: 01/16/08