

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

MONTHLY MEETING of the PARK COMMISSION
Wednesday, March 19, 2008

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, Brent Horvath, Nancy Krei, Jill Wegner, Daniel Green, Dawn Sammons, Trustee Bob Youngquist

Park Commissioners absent: Sharon O'Brien

Also present: Administrator Kelly Hayden-Staggs, CDA Commissioner Gail Hibbard, Village Clerk Dennis Martin, CDA Executive Director Joseph McHugh, Big Foot Recreation Director Chuck Thiesenhusen, Director of Public Works Craig Workman

Approval of Minutes

Wegner/Krei 2nd made a MOTION to approve the minutes submitted for the meeting held February 20, 2008, as presented, and the MOTION carried without negative vote.

Visitors Heard

None

Announcements

Lobdell stated that the open house event for the Porter Court Plaza has been scheduled for Friday, June 13, 2008.

General Business

Park House Use

Lobdell reported that the Park House was used 12 times in February 2008.

Treasurer's Report

The Financial Report as of February 29, 2008 was presented by Krei.

Plan Commission Report

Lobdell stated that the Plan Commission will hold a public hearing on the proposed amendments to the lakefront zoning code at its monthly meeting Monday, April 28, 2008. A public hearing on a proposal to expand the communications tower on the Robert Stewart property will be conducted by the Plan Commission at its monthly meeting Monday, March 31, 2008.

Public Works Report

Workman stated that there will be nothing new to report until spring.

Old Business

Easter Egg Hunt – March 22, 2008, 10:00 AM, Duck Pond

Lobdell stated that the weather report calls for snow the night before the annual egg hunt. The planning details have all been taken care of with the assistance of Rallee Chupich and George Spadoni. Spadoni has arranged for Deans Foods to donate milk and other items for the event. Chupich has organized the volunteers to help stuff the eggs and set up the hunt area. The volunteers will report between 8:00 and 8:30 am to set up the event.

Little Foot Playground Improvements

The subcommittee is working with Gerber Leisure Products to finalize the improvement plan. Gerber Leisure Products provided the equipment for the new playground at the Duck Pond Recreation Area. The

preliminary plan was presented by the subcommittee to the CDA Board at its last monthly meeting. The CDA may commit funding to the project, but since it does not include any excavation or the moving of any earth, it will not be included in the proposed Third Avenue Reconstruction Project that goes to referendum on April 1, 2008. The subcommittee decided to leave the proposed new ship in the plan for now, and features for all different age levels will be added to the ship in subsequent years. Workman stated that he is still waiting to receive the revised plan from Gerber Leisure Products. Lobdell stated that the subcommittee also is considering the installation of a rubber surface on a portion of the playground to make it accessible for children in wheelchairs and children with other special needs.

Duck Pond Frisbee Golf Course

Lobdell stated that discs with the Park Commission logo have been ordered for resale at the Village Hall. A sample prototype disc will be produced for review. Lobdell stated that the discs will cost the Village \$6 each to produce, and the average retail price for similar discs is \$16. Workman stated that the temporary baskets have been installed and they look very nice. The course cleanup event and demonstration is scheduled for Saturday, April 12, 2008, beginning at 10:00 am at the Duck Pond.

Van Slyke Creek Culvert

Wegner stated that the DNR still has not completed its review of the proposed plan to install a culvert in the creek. Once the review is complete, the DNR will consider if the Village DPW crew members will be allowed to install the culvert. As soon as the DNR completes the review, Workman will be contacted to coordinate the culvert construction. At last month's meeting, Wegner stated that the Village has secured a \$5,800 grant to remove the concrete dams from the creek by the headwaters. Wegner stated that the next required step would be to lower the current culvert at South Main Street or to construct a fish ladder. The USDA provided the plans to construct an inexpensive fish ladder that would fulfill the grant requirements. Wegner stated that the USDA also will secure the required permits from the Wisconsin Department of Natural Resources. Workman stated last month that he preliminarily reviewed the USDA fish ladder plans and they seem simple enough that the DPW crew could complete the work. Wegner also stated last month that there is other required creek cleanup work that can be completed by volunteers and by the members of the two local chapters of the Trout Unlimited organization. Wegner stated that the Village may also be able to acquire more grant funds for the project to restore the native trout population in the creek.

New Business

BP Landscaping Plan

The Park Commission members reviewed the landscaping plan submitted by Don Ketterhagen, the new owner of the Fontana gas station and convenience store. McHugh stated that Ketterhagen was aware of the Village of Fontana's native prairie planting areas when he drafted the landscaping plan, and the plan features many of the species the Village has planted in other areas. McHugh stated that the area in front of the gas station has been just been grass area under the former ownership. Lobdell stated that the new owners are proposing the planting of species that are included in the Park Commission's plans for its natural areas. The Park Commission members were in consensus that the landscaping plan looks good as presented and that there were no concerns with the proposal, but the members want Sharon O'Brien to review the plan before a vote is taken for final approval at the April 16, 2008 Park Commission meeting. O'Brien is scheduled to be back in the Village before the next Park Commission meeting.

Spring Walks/Parks Maintenance Plan

Lobdell stated that the Park Commission schedules annual walks through the village parks to review maintenance and repair issues. Following discussion on whether to hold the events on Saturdays or on weekdays, the Park Commission members were in consensus that the walks should be scheduled for Thursday evenings beginning at 6:00 pm. The walks will be held on Thursday, May 1, 2008 – the lakefront parks; Thursday, May 8, 2008 – the Fontana Fen, Headwaters Park and Hildebrand Nature Conservancy; and Thursday, May 15, 2008 – Duck Pond Recreation Area.

Volunteer Opportunities (Master Gardeners Group) & Fall Bulb Planting

Wegner stated that at the monthly meetings of the Master Gardeners Group there are sign-up sheets for volunteer opportunities, and she can solicit volunteer help for Park Commission events. Wegner stated that volunteers can be solicited for events such as the upcoming landscaping planting project at the Mill House Pavilion and the fall bulb planting in October. Wegner stated that the Park Commission just needs to inform

her of the events and she will create a sign-up sheet to be distributed at the Master Gardeners meetings.

Bills to Pay – Big Foot Recreation

Lobdell stated that Big Foot Recreation submitted a bill for \$282.43 to cover the Village of Fontana's portion of the expenses for the Easter Egg Hunt.

Wegner/Green 2nd made a MOTION to approve payment of the \$282.43 bill submitted by Big Foot Recreation Department for the Easter Egg Hunt, and the MOTION carried without negative vote.

Park Requests

The Park Commission received an application to use the Gazebo for the DeFalco wedding on Saturday, August 9, 2008, from 5:30 to 8:30 pm; however, there is a Geneva Lake West Chamber of Commerce Music in the Park event planned for that night. The Park Commission members were in consensus that the application could not be approved as submitted, and that the applicants should be contacted to see if they can select a different date or if the wedding can be held earlier in the day – to end no later than 5:30 pm. The Park Commission was in consensus that the other three applications filed during the last month could be approved as submitted. Applications were filed for the use of the Gazebo for the annual Music in the Park program on Saturdays, June 14, July 5, and August 9, 2008, all from 6:00 to 8:00 pm; for use of Reid Park by the Girl Scouts of Badger Council on Monday, June 16, 2008, from 10:00 am to 2:00 pm; and for use of the Duck Pond Pavilion for the Austin 60th surprise birthday party on Saturday, May 24, 2008, from 1:00 to 9:00 pm. Sammons/Youngquist 2nd made a MOTION to deny the application filed for the use of the Gazebo for the DeFalco wedding on Saturday, August 9, 2008, from 5:30 to 8:30 pm, and to contact the applicants and ask if they can choose another date or if the event could be held earlier in the day on August 9, 2008 to end no later than 5:30 pm; to approve the application filed for the use of the Gazebo for the annual Geneva Lake West Chamber of Commerce Music in the Park program on Saturdays, June 14, July 5, and August 9, 2008, all from 6:00 to 8:00 pm; to approve the application filed for the use of Reid Park by the Girl Scouts of Badger Council on Monday, June 16, 2008, from 10:00 am to 2:00 pm; and to approve the application filed for the use of the Duck Pond Pavilion for the Austin 60th surprise birthday party on Saturday, May 24, 2008, from 1:00 to 9:00 pm. The MOTION carried without negative vote.

Any Other Comments or Concerns

Lobdell stated that a subcommittee meeting was held for the Mill House Pavilion and the funding is in place to move forward with the construction. Par Development will be handling most of the contractor work and the project is scheduled to be completed in May 2008. More coordination is needed to finalize the landscaping plan and to organize the exhibits. Lobdell stated that the Park Commission received verification that the Village of Fontana has earned the Tree City USA designation again this year. The Arbor Day event will be held Friday, April 25, 2008 at Fontana Elementary School. Krei stated that the Fontana Library Summer Reading Program has a theme of "Catch the Reading Bug" and a kick-off event could be held at the Fen when the program begins in June. Thiesenhusen stated that "Catch the Reading Bug" themed events also could be coordinated with the summer recreation department programs.

Pending Items for Future Agendas

1. Park Open House Events
2. Landscape Plans for Mill House Pavilion and VOF/Pheasant Ridge Corner Lot at County Highway B & Indian Hills Road
3. Fontana-Walworth Pedestrian Connection
4. Comprehensive Outdoor Recreation Plan (CORP)/Upgraded Parks and Open Space Plan
5. Brick Program
6. Pet Waste
7. Money Raising Opportunities

Adjournment

Wegner/Horvath 2nd made a MOTION to adjourn the meeting at 6:31 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: 4/16/08