

VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN  
(Official Minutes)  
MONTHLY MEETING of the PARK COMMISSION  
June 17, 2015

Park Commission Chairman Tom Whowell called the meeting to order at 6:00 pm at the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

**Park Commissioners present:** Trustee Tom Whowell, Sarah Lobdell, Mary Green (arrived at 6:07), Laure Coates, Sandra Hibbard, Gail Hibbard, Lynne Frost

**Also present:** President Pat Kenny, Clerk Theresa Linneman, Administrator Dennis Martin, DPW Manager Brett McCollum

**Approval of Minutes**

Coates/Lobdell 2<sup>nd</sup> made a MOTION to approve the meeting minutes for May 20, 2015, as presented, and the MOTION carried without negative vote.

**Visitors Heard**

None

**Announcements**

Martin stated that a Park Permit application was submitted earlier in the day by Mark Hickey for Duck Pond Pavilion on June 28, 2015 from 5:00 pm to 8:30 pm. It was not submitted in time to be included on the meeting agenda; however, there are no conflicts with the date and due to its late submittal, it will be approved at staff level. Martin discussed the email that went out after the June Village Board Meeting regarding John Foster and the trimming of trees and brush on Well No. 1 which was also discussed at last month's Park Commission meeting. Martin said there was a misunderstanding and Foster was previously contracted with the Village through former DPW Director Craig Workman to clear out an adjacent area where the utility company had cut down several trees to clear the utility line. Lobdell stated that any individuals that want to do future work on Village property need to get permission first. Frost said she was recently informed the well lot was not necessarily a park, therefore the Park Commission should not have been presented with the issue to begin with; however, since it was presented the Park Commission at last month's meeting, she was disappointed the direction to explore the issue further was ignored. Martin said it was followed up on by staff and that is why it is currently being discussed and the issued citations are being dismissed.

**General Business**

**Park House Use**

The Park House was not used in May, 2015. Martin said there are upcoming summer events scheduled by the Big Foot Recreation Department that will take place at the Park House

**Treasurer's Report**

Lobdell presented the Treasurer's report as of May, 2015. Direction was given to staff to send the monthly Treasurer's report via email to all Park Commission members for review.

**Plan Commission Report**

There was no Plan Commission Meeting held in April; however, there is a meeting scheduled for Monday, June 29, 2015. The three topics that will be included on the agenda are John Tracy's PIP for the Lakeview Terrace condominium development, a joint meeting of the Plan Commission and ETZ Committee on the Willowbend Marina proposal to build one more storage building, and a proposal to amend the Village Center Zoning District for the unique business properties on the lakefront.

**Public Works Report & Park Commission Maintenance List**

After last month's meeting, two new items were included on the Park Commission Maintenance list

under the newly added Library Park heading. The items include transplanting Sam's Garden and Park Recognition Sign. McCollum stated he fixed the railing on the bridge at the Hildebrand Nature Conservancy. Green stated the red gravel at the Mill Street entrance to the Nature Conservancy has started to erode due to the large amount of rainfall throughout the recent weeks. Lobdell requested blue recycle bins be placed at Duck Pond and Reid Park as they have been in past few years. The issues mentioned will be placed on next month's meeting agenda for an update.

### **Old Business**

#### **Little Free Library – Update**

The Little Free Library "book house" was donated last week and is currently stored up at the DPW building. Once an appropriate site is determined by staff adjacent to the Little Foot Playground in Reid Park, the DPW employees will install it. Martin suggested the library house be placed somewhere between Little Foot Playground and the Park House. Frost said she would volunteer to coordinate the installation if necessary.

#### **Garden Club Bench & Donations**

The trees have already been transplanted by the DPW from Sam's Garden across the street to the new Library garden behind the Village Hall building. Frost said she and other Garden Club members met with Roy Diblik from Northwind Perennial Farms yesterday and received a preliminary plan for the layout of the new garden. The Fontana Garden Club bench currently located at the Mill House Pavilion will be moved to the Library Garden and included in Diblik's plan. She added the Garden Club will be making a monetary contribution to cover many if not all of the new shrubs.

#### **Pioneer Park Bathroom Proposal – Update**

Whowell distributed sketches from Building Inspector/Zoning Administrator Ron Nyman of a previously proposed bathroom at Pioneer Park. The proposal is for a single unisex bathroom that is spacious enough for changing clothes and includes all requirements such as a stool, sink, baby changing station, etc. The commissioners agreed on the proposal of a small bathroom since there are larger bathrooms down the road in Reed Park. Sandra Hibbard related the bathroom to that in Country Club Estates lakefront parking lot. Whowell stated he needs to obtain a certified set of drawings as a state permit will be required. There was mention of incorporating the current village boat launch shack with the new bathroom building across the street on the lake side; however, due to lack of water and sewer lines, it would be very difficult to place the bathroom there.

#### **Modified Park House Fee Proposal**

A modified Park Permit Application was included in the meeting packets with the wording at the bottom changed to include, "The Park House Use Fee is negotiable for non-profit, civic and school groups, and special events." Martin said a woman came in last week and paid \$200 for use of the Park House for a child's birthday party and he does not necessarily think it is appropriate to lower the fee if it can generate revenue at the currently listed price. He recommended making it negotiable for non-profit and other social groups and charging \$1 per head. Frost recommended charging at least the cleaning fee, otherwise the Village would be losing money. Changing the flooring from carpet to tile or laminate was also discussed and could make the clean-up easier and potentially lower the cleaning fee. Martin stated staff could advertise the Park House on the marquee outside of Village Hall as well. Sandra Hibbard stated she would like to put together a brochure to advertise the Park House for children's birthday parties or other similar events. Some ideas were pairing with Pie High Pizza or another local restaurant and as a separate idea, to pair with the Fire Department. She suggested setting up an agreement where a family could make a \$50 donation to the Fire Department in exchange the children could have access to a fire truck.

Lobdell/Sandra Hibbard 2<sup>nd</sup> made a MOTION to recommend Village Board approval of the amended Park House Fee clause as presented, and the MOTION carried without negative vote.

#### **Sam's Garden**

The topic was covered under Item No. 2 – Garden Club Bench & Donations.

#### **Moravacek Bench**

Bob Moravacek requested to donate a bench to the Village in his father's name and have it placed on

the north side of Kevin Kirkland's Marine by the lakefront. After the topic was discussed at last month's meeting, Martin stated he sent Moravecek the Memorial Tree & Bench Program adopted by the Village for such donations, but has not received a response. Whowell distributed pictures of two benches Moravacek had picked out. The Commission agreed there should be uniformity of the benches, not necessarily throughout the entire Village, but at least by area. Since no benches have been received yet through the Memorial Tree & Bench Program, it is unknown if the benches originally publicized are even available anymore. The Commission members agreed they should come up with color and material parameters. Coates agreed to meet with Moravecek and Martin to discuss the details and framework of the bench donation.

### **Pet Projects**

Whowell – Pioneer Park Bathrooms.

Sandra Hibbard – Park House Brochures and Birthday Party concept.

Laura Coates – Bench donation meeting with Bob Moravecek and Martin.

### **New Business**

#### **Approve Fall Softball League Dates at Duck Pond**

Lobdell/Green 2<sup>nd</sup> made a MOTION to approve the Fall Softball League dates at Duck Pond as presented, and the MOTION carried without negative vote.

#### **Park Permit Applications Filed by Jana Wunderlich, Park House, June 25, 2015;**

#### **J.D.R.F./Meghan Vilona, Duck Pond Pavilion and Recreation Area, August 12, 2015; and**

#### **Kyle Heiselmann, Reek School Club, Park House, August 1, 2015**

There were no conflicts with the dates and Martin recommended waiving the fee for the Juvenile Diabetes Research Foundation event at Duck Pond and Reek School Club at the Park House for a school fundraiser.

Lobdell/Green 2<sup>nd</sup> made a MOTION to recommend Village Board approval of the applications as presented, and the MOTION carried without negative vote.

#### **Reid Park Bathrooms Storage Room Addition Proposal**

Martin said a storage room has been proposed at the Reid Park bathroom location to store the bathroom cleaning supplies. The storage room is proposed to be on the south wall, 5-½-feet-wide by 3-feet-deep and will store all the equipment, chemicals and paper products for cleaning, as well as include a water tap inside to fill the mop bucket. The DPW will add the room on to the existing structure using the same material and will match on the outside. The water fountains will be removed from the south side and reinstalled on the west side of the building.

### **Any Other Comments/Concerns**

Gail Hibbard stated she wanted to revisit the Friends of Fontana 501(c)3 non-profit organization which has been discussed at past meetings but not acted upon. Martin said he has not been contacted by anyone who would be willing to volunteer as an officer, and without that, leadership roles cannot be transferred from the current dormant leaders to new leaders, and without that the group cannot be reestablished. Whowell stated that he is not against the revival of the group, but without large donations, he questioned if it would be any more successful than it was in the past. He said the members need to think about why it did not previously survive and noted it never had a clean purpose. To make it successful it would have to be run differently than it was in the past. Gail Hibbard said she thought if the group could be reestablished and attract volunteers, especially younger volunteers, the group could become successful and attract more money.

### **Adjournment**

Lobdell/Coates 2<sup>nd</sup> made a MOTION to adjourn the meeting at 7:05 p.m., 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:** \_\_\_\_\_