

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN
(Official Minutes)
MONTHLY MEETING of the PARK COMMISSION
Wednesday, July 17, 2013

Village Clerk Dennis Martin called the meeting of the Park Commission to order at 6:02 pm at the Village Hall, 175 Valley View Drive, Fontana, Wisconsin. Treasurer Sarah Lobdell served as chairman for the meeting until Trustee Cindy Wilson arrived.

Park Commissioners present: Laura Coates, Lynne Frost, Mary Green, Gail Hibbard, Sandra Hibbard, Sarah Lobdell, Trustee Cindy Wilson (arrived at 6:15 pm)

Also present: Administrator/Treasurer Kelly Hayden, Merilee Holst, Village Clerk Dennis Martin

Approval of Minutes

Sandra Hibbard/Coates 2nd made a MOTION to approve the minutes for the meeting held June 19, 2013, as presented, and the MOTION carried without negative vote.

Visitors Heard

The Park Commission received thank-you notes from Deputy Clerk/Treasurer Julie Olson and from Mary Green for the sympathy flowers that the Park Commission sent to them for recent funeral services.

Announcements

Carol Lobdell donated \$50 to the Park Commission in memory of Will Olson. Following discussion the Park Commission directed staff to check with Julie Olson to determine if the funds should be used to purchase or to supplement the purchase of a special shrub or tree that could be planted by Village Hall or somewhere else in the village.

General Business

Park House Use

The Park House was used twice in June.

Treasurer's Report

Lobdell presented the treasurer's report as of June 30, 2013.

Plan Commission Report

The Plan Commission has a monthly meeting scheduled for Monday, July 29, 2013 to consider applications filed by Abbey Springs to amend the Planned Development Zoning Ordinance Precise Implementation Plan. Proposed updates to the ETZ District Zoning Ordinance and a Conditional Use Permit application for a new church in the ETZ District also are scheduled to be presented at the July 29, 2013 Plan Commission meeting.

Public Works Report

Village Street Director Ron Adams is on vacation until August 1, 2013.

Park Commission Maintenance List – Items/Update: Beach Fence Rust

The updated list was distributed. Gail Hibbard stated that there are water holding tanks on the new planters that have been placed in Porter Court Plaza and they need to be refilled on a weekly basis. Gail Hibbard also suggested that “no-mow” grass could be planted in Porter Court Plaza in an area where plants have not been able to survive. The new plants that were put in this season also have not survived. When Wilson arrived at the meeting, she stated that the beach fence will need routine maintenance to address the rust spots that are showing through areas of the exterior powder-coating. Wilson stated that Adams should contact Jim Lemke or the company that sold the Village the wrought-iron fence to determine the best method to abate the rust, and if necessary, funds should be budgeted in the future to prevent the rust from spreading.

Old Business

Memorial Bench for the Arnold Havens Family

Following discussion, the Park Commission directed staff to have the Public Works Dept. determine an

appropriate location for a memorial bench for Arnold Havens to be placed under one of the willow trees in the municipal lakefront beach area used by the Country Club Estates Association. When Adams gets back from vacation, he will be tracking down cost estimates and style options for a memorial bench and plaque. The final location and the cost and style estimates will be presented at the next monthly meeting.

Memorial Tree for Kevin Green – Update

Martin stated that due to conflicting vacation schedules, he has not been able to talk to Ron Adams about the purchase and planting of a tree adjacent to the Duck Pond Pavilion in memory of Kevin Green. The tree will be planted next to the memorial tree planted for Kevin's uncle, Dan Green, who died September 12, 2011. Mary Green stated that she would like to purchase the tree for Kevin.

Slack-Lining Information from State Forestry Officials

Staff solicited information from Kim Sebastian at the Wisconsin DNR regarding the relatively new recreational activity/equipment that uses a slack-line that is attached between two trees. The Park Commission requested information on the effect on trees that is caused by the tether lines, which create portable balance beams or tight ropes a couple feet off the ground. Sebastian provided several emailed responses she received from forestry officials. Milwaukee Urban Forestry Technical Services Manager Ian Brown replied: "This came up last year on Newberry Boulevard over by the UWM campus. Slack-lining can do damage to trees, particularly the young ones as it applies significant compression to the trunk. I did some quick web searches and saw that on campuses with it as a popular activity they wrapped desirable trees with wooden slats to help distribute the force and encouraged using mature trees. Milwaukee doesn't have anything officially on the books prohibiting the activity. Most of our trees, except those on wide boulevards like Newberry, aren't great candidates anyway since they are so close to the street." Madison City Forester Marla Eddy stated that the Madison Parks management team does not allow slack-lining. UW-Stevens Point Urban Forestry Professor Rich Hauser replied: "I'm not familiar with this. The ANSI A300 does not cover this directly, however, the tree to tree guying would be a close fit for guidance which states the impact on a tree should be considered." Village of Cottage Grove Parks, Recreation and Forestry Director Jacob Tisue replied: "We have no policies regarding the use of slack-lines; however, I personally own a few. Most slack-liners have the proper equipment (which includes tree guards – mine are tree covers that Velcro around the tree in use). With the small amount of time the line is up and the use of proper equipment, I haven't run into a problem of abuse. That being said, without the proper gear, it could have an effect on the bark." Following discussion on the mature trees in the Village parks that are all isolated and not located close to other trees, the Park Commission members decided an official policy is not required at this time as there are no locations where two mature trees are located in close proximity. The Park Commission members were in consensus that the young trees located adjacent to the beach should not be used for slack-lining. Gail Hibbard suggested that the Park Commission could maybe erect posts somewhere at the Duck Pond, or in the grass area at the back corner of the municipal beach, to designate for slack-line use. Sandra Hibbard stated that her neighbors have erected two metal posts that work well for their son's slack-line. The Park Commission directed staff to publicize the tree protection guideline information received on the slack-lines on the Village website and in the quarterly newsletter, and deferred the discussion on erecting metal posts for the 2014 budget planning.

Specific Regulations for Village Parks

Following continued discussion on whether there should be designated open hours for all the parks in the Village, the Park Commission members came to the consensus that only the Duck Pond Recreation Area has a gate that can be opened and closed, and the other parks have sidewalks and trails that run through them and people walk through them very early in the day and sometimes after dark. The beach gate also is locked from dusk to dawn. The Park Commission decided to stick with its recommendation from the last monthly meeting to set the closed hours at the Duck Pond from 10:00 pm to 7:00 am, unless there are special circumstances or approved special events that require the park to be opened or closed earlier or later. The Park Commission also came to the consensus that people should be allowed to walk dogs on the sidewalks and trails in the park as long as the dogs are under control at all times; however, people cannot hang out with dogs or play with them in the parks, only at the Duck Pond dog track area, and on the village beach from October 15 through March 31. Following further discussion, the Park Commission directed staff to draft ordinance amendments where necessary to insert language that states dogs that are under control and on a leash may be walked through the Village parks. The amendments will be reviewed at the next meeting.

Mohr Road Park Improvements: Asphalt Driveway Quote & Plan Update

Wilson stated that she spent some time on Mohr Road by the Village lift station during recent heavy rain

storms and she witnessed the storm water runoff problems. Wilson stated that the Mohr Road lift station gets infiltrated with runoff and it fills up and can't handle the volume of water, so the Public Works Department has to get access to the station to have it pumped out during storms with heavy rainfall. Hayden stated that the water that is pumped out of the Mohr Road lift station is transported and emptied into another sewer line manhole and sent out to the wastewater treatment facility for processing. Wilson stated that it is very important for the health of the lake that the lift station can be accessed when necessary, and the current circular driveway and landscaping at the end of Mohr Road makes it very difficult for the pump trucks to be backed into proper position. Hayden stated that the edges of the current driveway pavement have been wrecked by the large pump trucks during the recent storms. Wilson stated that the landscaping improvement plan that was worked out during the last year with the O'Halleran family will have to be changed to accommodate the proposed extension of Mohr Road by 60 to 80 feet, to reach a new asphalt pad for pumping trucks to be staged when necessary to alleviate storm water runoff flooding at the lift station. Wilson stated that the U-shaped driveway also will be straightened out to allow for safer and quicker access to the lift station. Wilson stated that some of the current landscaping will have to be taken out, and if a path is cut through the low hanging limbs of the large evergreen tree, it will open up the Mohr Road Park entrance and make it more apparent to the public. Wilson stated that the O'Halleran family is working with the Village to resolve the runoff concerns and address the access problem with the lift station, and they have hired a landscaping company that will cut a path through the large evergreen tree. Wilson stated that the storm water runoff at the end of the road is created by the pitch of the road, which leads the water toward the O'Halleran property and the stream. Wilson stated that a storm water drain gets clogged and the water spills across the road and onto the O'Halleran property. Wilson stated that the road needs to be regarded and the adjacent stream cleared off some of the rocks that have been piled up in the creek bed. Wilson stated that the road extension project and the cutting of a path through the large evergreen tree should address the Park Commission concerns of making the park entrance more open and apparent to the public. Wilson stated that once the project has been completed, the Park Commission members can take a look at the area and determine if any other landscaping changes are needed for the park entrance. Merilee Holst stated that she is concerned the village has not yet completed the landscaping work for the park entrance area as the summer is already half over and the planning has been going on for about one year. Holst stated that the O'Halleran family should be directed to get the evergreen tree trimmed as soon as possible and the Village should set a deadline for the other landscaping work to be completed. Holst stated that the evergreen tree is so large that people can't walk around it without going off the designated public path and its needs to be trimmed. Lobdell/Sandra Hibbard 2nd made a MOTION to recommend approval of the proposal to extend Mohr Road and construct a new asphalt pad for pumping trucks to access the Mohr Road Lift Station as presented, and the MOTION carried without negative vote.

New Business

Pioneer Park Improvements: Landscaping Issues; Survey Proposal; Budget 2014

Wilson stated that Blackstone Landscaping employees have taken care of most of Pioneer Park with the exception of the area around one of the stone walls. Hayden stated that Walworth County Huber Dorm inmates recently completed some community service hours by weeding the gardens in Pioneer Park, but the crab apple trees still need attention. Ron Adams reported that the two crab apple trees that were topped still haven't been cut down because they may still not be dead. Hayden stated that the grass area behind the crab apple trees and stone wall may not be village property. Wilson stated that funds from the Pioneer Park account could be allocated to have a survey completed if necessary, or the property could be staked by using an existing survey. Hayden stated that Blackstone employees could mow the area by one of the stone walls in the front/middle portion of the park on a weekly basis. The Park Commission members did not have any concerns with mowing the former garden areas, as long as any lilies that may still be growing in the gardens are pulled for transplanting elsewhere. Hayden stated if necessary, she can solicit a quote from the Village engineering firm to have the back of the Pioneer Park lot staked to determine who is responsible for the landscaping and maintenance behind the four crab apple trees. The Park Commission also briefly reviewed a preliminary proposal from the early 2000s that was never pursued to develop a turn-around lane from the village boat launch through Pioneer Park and back to Third Avenue.

Lobdell/Coates 2nd made a MOTION to direct staff to get a quote from the Village engineering firm to have a survey completed on Pioneer Park, of if a survey exists, to have the lot lines staked; to direct Blackstone Landscaping to mow the parkland grass by the stone wall in the middle/front of the park after any lilies in the area are pulled; and to direct staff to check with Jeff Epping to determine if the topped crab trees can be saved. The MOTION carried without negative vote.

Tree Trimming: Jeff Epping Plan From 2012; Pioneer Park; Third Avenue

Hayden stated that as well as the list of trees remaining from the 2012 plan prepared by Arborist Jeff Epping, the Village also has to prune the trees in Pioneer Park and on Third Avenue at the northeast corner of the intersection of Third Avenue and Douglas Street. Hayden stated that Epping provided an estimate of \$200 to prune the three trees on Third Avenue that have grown large enough to become traffic safety hazards.

Hayden stated that the \$200 could be allocated from the street maintenance budget. Following discussion, the Park Commission directed staff to add the second phase of the tree trimming plan to the 2014 budget, and to recommend approval of the proposal to have the Third Avenue trees trimmed as soon as possible. The trees were planted with the Third Avenue reconstruction project.

Wilson/Gail Hibbard 2nd made a MOTION to recommend approval of the \$200 estimate from Jeff Epping to prune the three village trees on the northeast corner of Third Avenue and Douglas Street, and the MOTION carried without negative vote.

2014 Budget Planning

Hayden stated that as well as the second phase of the tree pruning proposal listed in the 2012 plan, the Park Commission members also have to start thinking about items for the 2014 budget.

Pig in the Park Foundation Funds for Saturday, August 31, 2013 Event

If the weather is nice this year, the proceeds anticipated from the sixth annual Pig in the Park fund-raiser will exceed the remaining Park Commission debt for the 2009 pirate ship purchase that was underwritten in the General Fund. The Dan Green's Touch A Life, Heal A Heart, Inc. charitable organization is again running the event, and Mary Green stated that event volunteers have been lined up but sponsors are still being sought for this year's event. Mary Green stated that the foundation officers wanted to make sure that they are on the same page with the Park Commission regarding future proceeds generated from the event after the pirate ship purchase has been paid off. Mary Green stated that the foundation would like to propose a 70-30 split on the future proceeds generated at the event, with the Park Commission receiving 30 percent of the funds to supplement its annual budget, and with the Dan Green foundation receiving 70 percent of the proceeds to help fund its future charitable projects and initiatives and nonprofit program requests. Wilson asked Mary Green how the proposed split was determined. Mary Green stated that the foundation officers want to be able to provide funds to a lot of different programs and help as many people as possible; however, the officers also want to continue to provide support to the Park Commission since that is what was envisioned when the Pig in the Park event was initiated in 2008.

Wilson/Lobdell 2nd made a MOTION to recommend that a 30-70 split be established for the distribution of the proceeds from the annual Pig in the Park fund-raising event held in Reid Park on the Saturday of Labor Day weekend, after the remaining debt for the purchase of the Little Foot Playground pirate ship has been paid off, with the Park Commission receiving 30 percent and the Dan Green's Touch A Life, Heal A Heart, Inc. organization receiving 70 percent of the event profits. The MOTION carried without negative vote.

Lobdell/Green 2nd made a MOTION to approve the prepayment of any necessary expense invoices prior to the August 31, 2013 sixth annual Pig in the Park event in Reid Park, and the MOTION carried without negative vote.

Park Permit Applications Filed by Target, Lake Geneva, Employee Picnic, Duck Pond Pavilion, Saturday, July 20, 2013, 2013; Big Foot Ball & Glove Program, Fall Baseball Saturday League Dates at Duck Pond Recreation Area, Mid-August through October, 2013; Carole Bartman, Family Picnic, Duck Pond Pavilion, Saturday, September 21, 2013, 11:00 AM to Dusk

There are no conflicts, but the application fee has not been paid for the Target, Lake Geneva, employee picnic at the Duck Pond Pavilion on Saturday, July 20, 2013.

Gail Hibbard/Lobdell 2nd made a MOTION to approve the Park Permit application filed by Target, Lake Geneva, for an employee picnic at the Duck Pond Pavilion, with the condition that the application fee is paid, and the MOTION carried without negative vote.

Martin stated that there are no conflicting events that were applied for or approved by the Village for the Duck Pond Recreation Area ball fields or for the Duck Pond Pavilion on the Saturdays being requested for a new Big Foot Ball and Glove fall baseball league; however, Lobdell provided times and dates that the local soccer program uses the Duck Pond fields, which this fall are September 7, 2013 through October 19, 2013, from 9:00 am to 4:00 pm. Both the baseball and soccer groups also would like to use the Duck Pond Pavilion to sell concessions. The organizers of the two programs have indicated that they will work together with regard to the portions of the one of the ball fields and one of the soccer fields that overlap, and they will also work together to sell and store their concession products in the Pavilion building. With regard to the

application filed by Carole Bartman for a family picnic at the Duck Pond Pavilion on Saturday, September 21, 2013, from 11:00 am to dusk; the baseball and soccer programs will not use the Duck Pond Pavilion to sell concessions on that day.

Lobdell/Coates 2nd made a MOTION to recommend Village Board approval of the Park Permit applications as filed by the Big Foot Ball & Glove Program for its Fall Baseball Saturday League dates at the Duck Pond Recreation Area and Duck Pond Pavilion from mid-August through October, 2013; and by Carole Bartman for a family picnic at the Duck Pond Pavilion, Saturday, September 21, 2013, from 11:00 AM to dusk. The MOTION carried without negative vote.

Any Other Concerns

Laura Coates asked about the reconstruction project for the Little Foot Playground Light House. Hayden replied that the contract was signed and submitted to Jerry Sjoberg at Home Design Mfg. on June 26, 2013. Hayden stated that former Village employee, committee and commission member Hal Grabow, the husband of former Village Treasurer Betty Grabow, passed away earlier that day.

Adjournment

Wilson/Gail Hibbard 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: 9/18/2013