

City of Lake Geneva
Board of Park Commissioners - Meeting Minutes
August 4, 2010

Meeting was called to order by Chair Skates at 6:36 p.m.

Members present:

Chair Doug Skates, Council Liaison Alderman Mary Jo Fesenmaier, Lynn Hassler, Barb Philipps, Pat Schroeder, John Swanson, Mayor Jim Connors

Members absent: Dave Quickel

Also present: Alderman William Mott, Dennis Jordan, Dan Winkler, Ron Carstensen, Sara Wahlstedt, Tyler Renwick, Tanner Renwick, David Mandel, Ed Yaeger, Mike Coolidge and Sheri Baker from YMCA.

Minutes from July 7, 2010, meeting approved unanimously on a motion by Philipps, second by Swanson.

Public Input:

Coolidge gave a recap of the summer programs sponsored by the YMCA. He remarked about what a difference the rehabilitated baseball field #5 is making. Coolidge also mentioned fall programs and a wish list of activities the YMCA would be interested in establishing for next year. Coolidge brought forward the need for an announcement board (i.e. glass case not electronic) to post schedules and other information at the park. He said they would like to continue working with the city to use the YMCA as the city's recreation department and are looking for the city to possibly help fund more staff for additional activities. He also emphasized that the facilities at Veteran's Park are **THE** best in southeast Wisconsin.

Sara Wahlstedt asked the Commission to support the park permit from the Boy Scout Troup #239 regarding use of Flat Iron Park on September 11. Tyler and Tanner Renwick, boy scouts from this troop, introduced themselves.

David Mandel spoke about a park permit regarding use of Hillmoor for filming. His group's first film was entitled, "Crime Fiction."

Permits:

- A. Motion by Swanson, second by Schroeder, to approve permit, waiving fees and conditional to receipt of an open flame permit from the Fire Department.

Place- Flat Iron Park

Date and Time – September 11, 2010 from 8:00 a.m. to 5:00 p.m.

For- 100th Anniversary of Boy Scouts of America, display of tents and information

Name- Jodi Renwick, Boy Scout Troup #239

Estimated people #: 25 - 30

Fees- paid \$ 20 application, \$0 security deposit, and \$0 reservation.

Approved unanimously.

- B. Motion by Schroeder, second by Philipps, to approve permit, conditional to payment of security deposit(\$100) and reservation fee (\$75).
 Place- city-owned portion of Hillmoor Golf Course
 Date and Time – August 21 and August 26, 2010 from 5:00 p.m. to 3:00 a.m.
 For- filming of their next movie called “Mulligan”
 Name- Graham Ballou, Midway Films
 Estimated people #: 12 - 15
 Fees- paid \$ 20 application, \$0 security deposit, and \$0 reservation.
 Insurance documentation was provided with permit. They plan to access Hillmoor from the sledding hill.
Approved unanimously.
- C. Motion by Swanson, second by Hassler, to approve permit.
 Place- Seminary Park
 Date and Time – September 18, 2010 from 11:00 a.m. to sundown.
 For- family gathering
 Name- Curt Slater
 Estimated people #: 50-75
 Fees- paid \$ 20 application, \$150 security deposit, and \$125 reservation.
 Chair Skates or staff will contact group to suggest arriving early to secure at spot as this park is usually full on Saturdays.
Approved unanimously.
- D. Motion by Philipps, second by Schroeder, to approve permit.
 Place- Flat Iron Park
 Date and Time – October 1, 2011 from 10:00 a.m. to 4:00 p.m.
 For- wedding ceremony
 Name- Kim Saler
 Estimated people #: 75
 Fees- paid \$ 20 application, \$150 security deposit, and \$125 reservation.
Approved unanimously.

Park Assignments and Repairs-

Commissioner Swanson provided a small report on suggested repairs including the need to deal with the excess water over the service road near the Skateboard Park in Dunn Field. The drinking fountain near Molitor Field in Veteran’s Park is not working. The growth over the boardwalk, repair to the boardwalk, repair to benches, and replacement of some of the spindles on the tower in Four Seasons Nature Preserve is being done as an Eagle Scout project.

Schroeder commented that Donian Wetland Preserve looks great except for some marks scratched into benches on the overlook deck. She also noted a blocked drain in Library Park along with the need for deodorizer in the women’s bathroom (outside Library).

Fesenmaier noted that the residents around Rushwood Park have made positive comments including the maintenance of the baseball diamond. One person did suggest additional fill and seed for the infield as there are many holes/dips.

The mayor mentioned that there’s a water hazard by the bike rack at Library Park. Other concerns were a nonfunctional water fountain in the Riviera and old swing seats at Rushwood Park.

Commissioner Swanson indicated that the huge dip in the entrance to the eastern parking lot off Townline Road at Veteran's Park needs to be fixed. Motion by Skates, second by Schroeder, to recommend approval to repair the entrance to the Veteran's Park parking lot (east). Unanimously carried.

Dan Winkler did some checking on Gateway Park and Hidden Woods as referenced at the July meeting. Parks with these names could not be positively identified on the park maps from the 2008 Park and Open Space Plan (see website). The Park Assignment chart needs to be revised to reflect the parks named in the Plan instead.

Alderman Fesenmaier handed out copies of "6.2 Reserved Park Space Use" policy from the Policies and Procedures Ad Hoc Committee. She asked that the Commissioners review the policy and send back comments or changes. Fesenmaier explained that "6.1 Memorial and Donations" policy was just recently adopted and can be found posted separately on the city's website under the Board of Park Commissioners.

Fesenmaier also explained that the Communications Committee held a work session in July and made suggestions about "holes" in the city website information. She was in charge of writing descriptions of the city's parks for inclusion under the Parks and Trails links. Fesenmaier will email the descriptions to the Commissioners for revisions and suggestions.

Commissioners are encouraged to walk through their assigned areas throughout the month for maintenance or safety concerns. Contact Dan Winkler or Ron Carstensen.

New Business:

New park dedication process- City Attorney Draper submitted a memorandum dated August 4, 2010, to the Commission regarding the Park Dedication process in general. Copies were distributed by Chair Skates.

Determine ownership of land near bridge and Utility Commission- City Attorney Draper submitted to the Commission a memorandum dated August 4, 2010, and Deed No. 83453 (3 pages) regarding ownership of Parcel 1 and Parcel 2. Copies were distributed by Chair Skates. The memo indicates, in his opinion, the lack of definite evidence of a separation of ownership between the City of Lake Geneva and the Lake Geneva Water Utility for the parcels. The Commission is still awaiting explanation of ownership of the three other parts in question (see June minutes).

Commissioner Skates let Ed Yaeger speak, without objection from the Commission. Yaeger noted that he is researching the split ownership information with an archivist in Illinois. He declares that the objective at this point is to protect the bridge and property to Sage Street. He notes that the bridge isn't noticeable from Main Street and that preserving the land, by dedicating it as park, will attract visitors to this historic site.

Gygax Memorial- no update

Bird City, USA -

Administrator Jordan is checking with Bird City Wisconsin on any additional information that might be needed for the application submission in order to fulfill the requirements. City Administrator will keep the Commission updated.

Citizen Volunteer Award update – the mayor will have a plaque prepared which will be presented to Mary Koutski for her work in the parks and her years of service. Mayor Connors will contact Mary and also Henry Sibbing regarding the presentation scheduled for the August 23 Common Council meeting.

Skate Park repairs – no update

New Business:

Gas pipe easement for park property off Hickory Lane- Winkler showed the location on a park map and explained that there is the need for an easement to run a small gas pipe for a backup generator. Skates explained that this was forwarded from the July 19 Planning Commission meeting. Concern was expressed regarding preservation of the trees impacted. Motion by Skates, second by Philipps, to approve the easement such that any significant trees be protected and that damaged or dead trees be replaced in kind.
Unanimously carried.

Nomination of Commission Vice-President -
No motion to remove from the table.

Use of recycle containers in parks- Winkler brought sample pictures of a barrel that the street department can make for recycling aluminum cans. They will try a few in several parks. Fesenmaier also shared a flier explaining a solar recycle container called Big Belly (<http://www.bigbellysolar.com/>).

Motion by Schroeder, second by Hassler, to adjourn at approximately 8:35 p.m.
Approved unanimously.

Respectfully submitted,
Mary Jo Fesenmaier
City Council Alderman Dist. 2

Next regular meeting: Wednesday, September 1, at 6:30 p.m.