

## LAKE KENOSIA COMMISSION

### Minutes of the August 22, 2011 Meeting

Commission members present: Carol Elder, Patty McCarthy, Regina Ofiero, Renee Paley-Bain, K.T. Shartouni

Commission members absent: Leslie Ballard daSilva, Steve Landau

Others present: Jack Kozuchowski

Chairperson Regina Ofiero called the meeting to order at 5:35 p.m. at Kenosia Town Park. The minutes of the June meeting were approved as written.

Regina turned the meeting over to Jack for his update. The buffer garden is close to completion. The remaining issues to be resolved are: erosion problems and replace some of the plants which were washed away; water irrigation system (part of the original design); and walkways.

We discussed Leslie's proposal to sell bricks for the walkways as a fundraiser. Jack suggested we delay the grand opening ceremony until spring (possibly June, when everything will be in bloom), and the committee all agreed to this idea. Jack reported that we spent almost our entire budget last fiscal year, with only 54 cents remaining unspent.

Jack is making progress with a potential funding source, but the potential donor wants to shift focus to a riparian buffer from the storm water concept.

Renee has a program to use for redesigning the web site, but hasn't had a chance to learn it yet. We may need to hire a consultant to help with this. A motion was made, seconded, and passed to authorize up to \$300 to hire someone to help train Renee in the new software.

K.T. discussed his ideas for the kiosk, and Jack handed out a proposal for his ideas for what should be on the kiosk. Renee will edit it for him. Jack also passed out his proposal for the coming year's activities (see attached).

The next meeting will be Monday, September 26<sup>th</sup> at 5:30 p.m. at City Hall. Please let Regina know whether or not you will be attending. We also may combine the October and November meetings, and have one meeting on November 14 (to accommodate Jack's schedule). The meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Carol Elder  
Secretary

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## Proposed list of activities for Lake Kenosia Commission for FY 2011-2012

The following table proposes activities for the Lake Kenosia Commission meetings in Fiscal Year 2011-2012. Note that this list is not cast in stone, but will serve as an anchoring compass for the Commission in its quest to achieve the goals and objectives for the year.

Month	Meeting activity	Intended Outcome
September	In-service training (powerpoint) on creation of native habitats.	Understanding of a step by step process for creating new habitat zones and enhancing existing habitats.
October	Fund raising / Grant development workshop OR Website Development Workshop	Ideas and activities generated from brainstorming session on raising funds to support projects.
November	2012-2013 Budget Workshop	Completed budget forms for 2012-2013 budget
January	Lake Kenosia Vegetated Buffer Grand Opening: Planning Session 1	Scope of activities developed for grand opening of vegetated buffer in Spring. Tasks delegated. Develop timeline and budget.
February	Lake Kenosia Vegetated Buffer Grand Opening: Planning Session 2	Individuals assigned tasks report on their progress. Timeline / budget reviewed and updated. Develop public outreach campaign.
March	In-service training session 2: Fund raising and grant development for Commission's projects.	Review projects and proposals developed by consultant.
April	Lake Kenosia Vegetated Buffer Grand Opening: Planning Session 3	Final session to review progress and assign tasks to execute the grand opening.
May	Workshop on goals and objectives for FY 2012-2013	Document of goals and objectives for FY 2012-13 approved by Commission
June	Final meeting to review progress on all goals and activities and to consider activities for next fiscal year. Picnic on beach, weather permitting.	End of year review of all work accomplished, projects that need more action and vision for new projects and programs.