

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

MONTHLY MEETING of the COMMUNITY DEVELOPMENT AUTHORITY  
**Wednesday, January 11, 2012**

CDA Chairman Bob Chanson called the monthly meeting of the CDA to order at 6:00 pm in the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

**CDA members present:** Roll call: Chairman Chanson, President Arvid Petersen, Trustee Cindy Wilson, Gail Hibbard, Jay Hicks, Jeff Fisk, Vice Chairman Skip Bliss

**Also present:** Administrator/Treasurer Kelly Hayden, Village Clerk Dennis Martin, Pete Novak, Rick Pappas, Director of Public Works Craig Workman

**Visitors Heard**

None

**Announcements**

1. Village Hall Open for Customer Service – **Saturdays, January 14, 21 & 28, 2012, 9:00 am to Noon**
2. Protection Committee Meeting – **Monday, January 16, 2012, 5:45 pm**
3. Library Board Meeting – **Wednesday, January 18, 2012, 10:00 am**
4. Plan Commission Staff Meeting – **Wednesday, January 18, 2012, 1:00 pm**
5. Park Commission Meeting – **Wednesday, January 18, 2012, 6:00 pm**
6. Lakefront and Harbor Committee Meeting – **Wednesday, January 25, 2012, 4:30 pm**
7. Finance Committee Meeting – **Thursday, January 26, 2012, 6:00 pm**
8. Public Works Committee Meeting – **Saturday, January 28, 2012, 8:00 am**
9. Plan Commission Monthly Meeting – **Monday, January 30, 2012, 5:30 pm**

**Approval of Minutes for August 3, 2011**

President Petersen/Commissioner Hibbard 2<sup>nd</sup> made a MOTION to approve the minutes for the meeting held August 3, 2011, and the MOTION carried without negative vote.

**Approval of Current Payables**

Hayden stated that even though there are no current projects, the CDA will have a payable for its portion of the annual audit, which is scheduled to commence January 26, 2012.

**Finance Report – Administrator/Treasurer Hayden**

**Update/Review – Full Accounting Statement & TIF Revenue Increment Worksheet**

Hayden stated that the unaudited full accounting statement and TIF revenue increment worksheet have been amended to project very conservative development in the Cliffs of Fontana subdivision only, and no inflation factor for the overall TID. The value added for the Cliffs development has been changed to zero through 2014, and the inflation factor for the entire TID has been reduced to zero from 1 to 1.5 percent. The statement also no longer shows any anticipated development for the Fontana Boulevard, Third Avenue and Duck Pond sites. Hayden stated that as a result of the very conservative projections, the tax increment forecast is now \$23,864,271 in 2028, which is down from the more liberal previous estimate of \$27 million. The TID lost \$6,133,800 in assessed value this past year due to the Village market revaluation project. The Wisconsin DOR tax increment calculation for 2011 is about \$90,000 less than last year at a total of \$806,666.

**TID Distress Declaration**

Hayden stated that the Village of Fontana TID meets the criteria for being declared “distressed” and the Village could add another 10 years to the life of the TID in order to recoup some of its losses. Hayden stated that the Joint Review Board would have to meet and approve a CDA proposal for the TID to be declared distressed, and a public hearing would have to be held prior to the Village Board considering final approval of the distressed declaration. Chanson stated that the literature from Ehlers and Associates indicates that the Village has up until October 1, 2015 to declare the TID

distressed, so there is time to think about it before a decision is made. Following further discussion on the implications of being declared distressed, Chanson stated that someone from Ehlers and Associates should attend a future CDA meeting to present the good and bad points of the proposal. Rick Pappas stated that it is his understanding of the distressed TID legislation that if a TID is declared distressed, there can be no more expenditures made. Petersen stated that a distressed declaration would prohibit the expansion of the Project Plan; however, projects already in the Project Plan could be completed. Chanson stated that the CDA can get all of information from Ehlers and Associates before the proposal is considered. Hayden stated that the TID is scheduled to close in 2027. Bliss stated that at this stage with the current valuation and conservative projections, the TID shows a positive balance of about \$2 million in 2027. Hayden stated that she will contact Jim Mann at Ehlers and request that he attend a future CDA meeting to discuss the distressed ramifications.

**TID #1 Projects – Public Works Director Workman**  
**TIF Project Maintenance Activity Report**

Workman stated that the Park Commission has been keeping track of the list and making updates, and the CDA projects are all maintenance at this stage.

**Continuation of Shabbona Path**

Workman stated that as part of the Village's stormwater management program, there is going to be construction work along Tarrant Drive in 2012 that will necessitate excavation work. Workman stated that with the excavation equipment in the area, the Village could consider the completion of the Shabbona Path project for a reduced project cost. Workman stated that the plan calls for the exiting trail to be extended down to the lakefront, where it would connect to the sidewalks and paths that lead all the way out to the Duck Pond Recreation Area. Workman stated that the Shabbona Path was a CDA project and he wanted to determine if the path extension was supported. Workman stated that the Village will have to work with the Abbey Resort properties and with the Geneva Lake Conservancy to complete the path. Petersen stated that the TID doesn't have any funds to allocate for the project. Bliss stated that the Village could use the funds on other stuff, but wished the Village Board good luck if it decides to pursue the extension of the current path.

**General Business**

**2012 Budget**

Hayden presented the 2012 budget, which shows no expenditures in 2012 other than debt payments, and \$882,943 in revenues. The debt payments and interest totals \$1,179,813 in 2012, which leaves the TID with a shortfall of \$296,870 in 2012.

Commissioner Hicks/President Petersen 2<sup>nd</sup> made a MOTION to approve the 2012 budget as presented, and the MOTION carried without negative vote.

**Possible Revenue Source for 138 Fontana Boulevard Lower Level**

Hayden stated that she has been solicited for information on renting the lower level of 138 Fontana Boulevard for an office space. The upper level is currently leased to residential tenants. Hayden stated that the interested party has not been back in contact since the initial information was supplied.

**Reissue RFP for 138 Fontana Boulevard**

Hayden stated that she has been contacted by some potential developers about the 138 Fontana Boulevard development site. Pete Novak stated that he has some interest in a potential development proposal for the site and adjacent lots. Following discussion, the members were in consensus that the previously issued RFP should be reissued to all the business owners in the Village of Fontana, to local Real Estate firms, to the American Planning Association website and to all the other free sources that staff has used in the past.

President Petersen/Commissioner Wilson 2<sup>nd</sup> made a MOTION to direct staff to reissue the RFP for the 138 Fontana Boulevard development site, and the MOTION carried without negative vote.

**Possible Increment Generation for 2012**

Hayden stated that she is planning to contact the owners of some of the vacant parcels in the TID to discuss potential development plans. Hayden asked if any of the CDA members wanted to

participate in the meetings. Chanson stated that Hayden should make the initial contact, if there is interest in looking into development options, Hayden should let the CDA members know and a subsequent meeting can be scheduled with some of the interested CDA members in attendance. Wilson stated that she had distributed to the members a local business survey and the results compiled in August 2011 by Assistant Zoning Administrator Bridget McCarthy. Wilson stated that some of the economic development duties of former CDA Director Joe McHugh were assigned to McCarthy, and she is willing to conduct follow-up meetings with the business owners who responded to her survey. Wilson stated that there may be assistance opportunities or marketing items that the CDA could help local business owners with, and McCarthy could initiate communication with them. Hayden stated that the survey and results were initially presented to the Village Board and direction was given to draft an ordinance establishing a local business committee. Chanson stated that Wilson should work with McCarthy to interact with the business owners and report back to the CDA.

**Village Board Report – President Petersen**

Petersen stated that the project to rewrite Chapters 17 and 18 of the Municipal Code is nearing completion and a public hearing is now anticipated for Monday, March 26, 2012.

**Lakefront & Harbor Report – Commissioner Chanson**

Chanson stated that the committee did not meet last month.

**Park Commission Report – Trustee Wilson**

Wilson stated that the Reid Park gazebo looks wonderful and the Department of Public Works crew did an outstanding job installing a ceiling. Wilson stated that there are some leaks in the roof that need to be addressed, but the ceiling looks great. Wilson stated that the Village Board also approved a Park House repair and renovation project, which is underway.

**Confirm Quorum & Dates for Upcoming Meetings**

Chanson stated that a CDA meeting should not be scheduled in February unless something comes up other than meeting with Ehlers and Associates regarding the ramifications of declaring the TID distressed. If nothing comes up, the next meeting will be Wednesday, March 7, 2012 at 6:00 pm.

**Adjournment**

Commissioner Hicks/Commissioner Bliss 2<sup>nd</sup> made a MOTION to adjourn the CDA meeting at 6:38 pm, and the MOTION carried without negative vote.

Minutes prepared by: Dennis L. Martin, village clerk

Note: These minutes are subject to further editing. Once approved by the CDA, the official minutes will be kept on file at the Village Hall.

APPROVED: 3/7/2012