

(Official minutes)

Village of Fontana on Geneva Lake

COMMUNITY DEVELOPMENT AUTHORITY
REGULAR MEETING

February 9, 2005

(Closed Session @ 5: 00 PM, Open Session @ 6:00 PM)

Place: Village Hall, 175 Valley View Drive, Fontana, and Wisconsin 53125

Time: 5:00 PM

CDA Commissioners Present: Turner, Petersen, Chanson, Mc Hugh and Bliss

Also Present: Executive Director Cynthia Wilson

Announcement for Community Development Authority to Consider Going into Closed Session –

Chairman Turner

Chairman Turner /Commissioner Petersen 2nd made a MOTION for the CDA to go into closed session pursuant to Chapter 19.85 (1) (e) Wis. Stats., for the purpose of “deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require,” and the roll call vote followed:

Petersen – Yes

Bliss– Yes

Chanson– Yes

Koepsel - Yes

Turner - Yes

Adjourn to Open Session

Chairman Turner /Commissioner Petersen 2nd made a MOTION to adjourn the CDA’s Closed Session at 5:55 pm and to reconvene at 6:00 to open session and the MOTION carried without negative vote.

Chairman Turner announced the CDA was still in session at 6:00 pm

Approve Minutes of the January 4th, 2004 CDA mtg

MOTION was made by Chairman Turner to approve the minutes of the January 4th 2004 CDA Meeting

MOTION 2nd Commissioner Petersen

MOTION carried with no negative votes

Finance committee report:

\$1.5 Note Renewal-Short Term 3months

MOTION was made by Commissioner Petersen to approve rolling over the Walworth State Bank Loan for three more months at a rate of 2%

MOTION 2nd Commissioner Bliss

MOTION carried with no negative votes

Monthly report on financial status and presentation of payable invoices to be reviewed and authorized for payment

MOTION was made by Chairman Turner to approve the payable invoices

MOTION 2nd Commissioner Petersen

MOTION carried with no negative votes

2005 Budget and Accounting– per Project Mgmt Plan

Chairman Turner recommended and Joe Eberle concurred that the CDA accounts should be set up in accordance with the Project Management Plan

MOTION: was made by Chairman Turner that the CDA accounts should be set up in accordance with the Project Management Plan

MOTION: 2nd Petersen

MOTION: Carried with no negative votes

Bonding:

MOTION: was made by Chairman Turner to approve Hank Gempler, Foley and Lardner as Bond Counsel

MOTION: 2nd Petersen

MOTION: Carried with no negative votes

MOTION: was made by Chairman Turner to approve continuing with Elhers and Associates as Financial Advisors to the CDA

MOTION: 2nd Chanson

MOTION: Carried with no negative votes

General Business:

Cedarburg Science – Presentation

Habitat Assessment and Interim Management Plan for the Fen, Stream along 67, Van Slyke Creek Headwaters (South of FES) Pottawatomoni and Van Slyke Creeks (Abbey Ridge area)

Heather Patti, Cedarburg Science Restoration Ecologist and Stephanie Miklovic, Project Ecologist presented an Environmental Master Plan for:

1. The Stream/ Ditch within the STH 67 ROW
2. Pottawatomoni Creek- east of STH 67 (Abbey Ridge Condominiums)
3. The Conservancy Land Adjacent to Pottawatomoni Creek
4. The Village owned land along South Main Street between Fontana Elementary School and the Van Slyke Creek headwaters property at Main and Dewey
5. The Fen

The presentation and distributed information included a comprehensive evaluation of each area. The environmentalists established and included in their report, restoration goals and maintenance program for each of the 5 areas studied.

Recommendations in the study included:

1. Invasive species control recommendations
2. Native planting recommendations
3. Bank stabilization techniques
4. Restoration activities timeline
5. Funding opportunities

Ongoing Maintenance Proposal – Park Committee Capital and Recurrent Costs

Ginny Plumeau of Cedarburg Science discussed various methods and approaches to funding the work recommended in the plan. Chairman Turner pointed out that initial funding for the work outlined in the plan could come from the CDA but that the Parks Committee would need to work with Cedarburg to establish a budget.

MOTION: was made by Chairman Turner to have the Parks Committee create, a Management Plan and Budget for the work as outlined in the CS presentation

MOTION: 2nd Chanson

MOTION: Carried with no negative votes

Project Management Plan - Presentation– Joe Eberle, Ruekert Mielke

Proposed projects, as outlined in the TID Project Plan were presented in the form of a large Gantt chart. The purpose of the study was to have an objective analysis of the sequence and timing of intended TID projects. Each project, as outlined and prioritized in the original TID Project Plan, was evaluated for the most

cost and time efficient method of implementation. The Project Management Plan also recommended methods of cost saving measures such as doing two or three projects at the same time.

- a. The plan will change and adjust as cost and increment assumptions become more concrete.
- b. Timing and budget estimates of each project will fluctuate and also cause the plan to be adjusted.
- c. Timing of committee meetings and approvals can also be incorporated into the chart.
- d. Corresponding bonding and increment cash flow assumption schedules were also presented
- e. Legal, Planning and Administration costs were included in the estimated costs for each project.
- f. An inflation factor was not built in because Joe said that in his experience, building in inflation factors at this stage unnecessarily compound estimated costs.

Infrastructure improvements such as the extension of a 12" water main that pertained to the TID but not included in the original Project Plan were discussed. Joe pointed out that those additions are identified by shaded areas on the detailed project sheet submittal.

MOTION: was made by Chairman Turner to approve the ongoing Project Management Plan

MOTION: 2nd Petersen

MOTION: Carried with no negative votes

Mill Street-Ruekert Mielke Engineering Contract

MOTION: was made by Chairman Turner to approve the Ruekert Mielke Engineering Contract For Mill Street and the Ruekert Mielke Contract for Main Street

MOTION: 2nd Petersen

MOTION: Carried with no negative votes

Mill Street Project – Design Standards

Plan Commission recommendation to the CDA regarding application of Performance Standards to construction proposed by Fairwyn (Muni Code 18.65)

Motion: was made by Chairman Turner to approve the Fairwyn Building Site and Operational Plan for the 5,000 square foot Professional Building to be located on the west side of Mill Street

MOTION: 2nd Petersen

MOTION: Carried with no negative votes

McHugh abstained

Main Street

Construction Estimate

MOTION: was made by Chairman Turner to approve the construction estimate for Main Street including

Funding per Stats 66.1105, the continuation of the street amenities that fall outside the TID

MOTION: 2nd Petersen

MOTION: Carried with no negative votes

Crispell Snyder Engineering Contract – Public Works recommendation to Village Board Fontana Boulevard Storm Sewer and Fontana Boulevard street reconstruction

Joe Eberle recommended that in the interest of efficiency, Crispell Snyder, as the STH 67 engineers, be selected as the engineers for the storm water connections and subsequent Fontana Boulevard reconstruction

MOTION: was made by Chairman Turner to approve the Crispell Snyder Contract and to authorize the Director of Public Works to negotiate the terms of the additional Fontana Boulevard reconstruction.

MOTION: 2nd Petersen

MOTION: Carried with no negative votes

Hwy 67 – Craig Workman

The Director of Public Works Reported on the STH 67 Local Officials and Public Information meetings held by Crispell Snyder and DOT

Main Lift Station

Design of Restroom Facility- PDI /Workshop Architects

MOTION: was made by Chairman Turner to authorize PDI and Workshop Architects to design the Public Restroom Facility

MOTION: 2nd Petersen

MOTION: Carried with no negative votes

~~1. Village Board report: Bill Turner:~~

Quarry- Owner David Audino's turning lane request

Chairman Turner reported that the potential developers of the quarry property would like to request that the STH 67 plans be expanded to include turning lanes into the planned entrance of the property.

The Fontana DPW will initiate the process with a letter to the DOT

MOTION: was made by Chairman Turner to authorize the Director of Public Works to create and send such a letter to the STH 67 project engineers and DOT

MOTION: 2nd Bliss

MOTION: Carried with no negative votes

Abbey- Amendment to the Building Site and Operational Plan

Chairman Turner reported that the Plan Commission has approved the Abbey BSOP amendment. However, because of Village Board Resolution 06-03-02-2 concerning new construction within the Tax Increment Finance District, review and approval of the structures outlined in the amended Abbey submission, should have initially come before the CDA and then to the Village Board.

MOTION: was made by Chairman Turner to have the CDA consider the Abbey's amendment request and make a report and recommendation to the Village Board following the March CDA meeting.

MOTION: 2nd Bliss

MOTION: Carried with no negative votes

Abbey – Cost recovery

Motion: Was made by Chairman Turner to refund, to the Abbey, 50% of the cost recovery amount collected

MOTION: 2nd Petersen

MOTION: Carried with no negative votes

Lakefront committee report: Bob ChansonADJOURNMENT:

MOTION: made by Chairman Turner to ADJOURN

MOTION 2nd Commissioner Chanson

MOTION: carried without a negative vote

Reminder: CDA Winter Schedule - meeting dates:

March 9th, April 6th, May 4th,

6 PM

