

VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN

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REGULAR MEETING of the COMMUNITY DEVELOPMENT AUTHORITY

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(OFFICIAL MINUTES)

Wednesday, March 07, 2007 @ 6:00 PM

Chairman Turner called the regular meeting of the CDA Board to order at 5:58 pm in the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

Commissioners present: Roll call vote: Chairman Turner, Fisk, Petersen, Chanson, Wilson, Bliss (arrived @ 6:05 pm).

Commissioners absent: Hibbard.

Also present: Village President Tom Whowell (arrived @ 6:05 pm), Trustee Micki O'Connell, Treasurer Peg Pollitt, Librarian Nancy Krei, Carolyn Esswein & Brad Drefcinski (Planning & Design Institute), Joseph Eberle & Terry Tavera (Ruekert-Mielke Engineering), and Mr. Donald Roberts (Fontana First).

Visitors Heard

Chairman Turner asked if there were any visitors that wished to be heard and no response was received.

Approve Minutes

Commissioner Petersen/Commissioner Chanson 2<sup>nd</sup> made a MOTION to approve the minutes for the meeting held on February 07, 2007 and the MOTION carried without negative vote.

Announcements

Chairman Turner informed the group of the upcoming Duck Pond Programming Team meeting. Commissioners Petersen and Wilson stated that they would be in attendance. Chairman Turner noted the deadline for Village Newsletter articles. Executive Director McHugh stated that the topic for the CDA's article was still pending. Chairman Turner completed the announcement of the following events: The Fontana Elementary School District Forum on Monday, March 19th @ 6:30 pm, the Geneva Lake West Chamber Candidate Forum at the Abbey Resort on Thursday, March 22<sup>nd</sup>, the next Village Plan Commission meeting on Monday, March 26th @ 5:30 pm, and finally the next regular meeting of the Community Development Authority on Wednesday, April 4th @ 6:00 pm.

Approval of Current Payables

Chairman Turner reviewed the claims payable report, prepared by Treasurer Pollitt, for a total of \$84,047.07 and asked if there were any comments. Executive Director McHugh noted that PDI (Planning & Design Institute) was over budget on the Construction Document portion of the STH 67 landscape project, but was under for the design-development phase. Carolyn Esswein explained that the inclusion of additional irrigation work in the Porter Court Plaza was beyond the original scope. Executive Director McHugh presented the "contract status" report and noted that TGDA (Terry Guen Design Associates) had now billed \$22k of the total contract for the Duck Pond project, putting the agreement at 17% completion.

Commissioner Chanson/Commissioner Petersen 2<sup>nd</sup> made a MOTION to approve the current payables, totaling \$84,047.07, and the MOTION carried without a negative vote.

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President Whowell & Commissioner Bliss arrived at 6:05 pm.

### Finance Reports

#### Full Accounting Statement & Value Increment Calculations

Chairman Turner reviewed the updated Full Accounting Statement and noted that the projected increment for the “Cliffs of Fontana” project in the quarry was still not included. Mr. Eberle noted that the pre-construction conference for the project was tentatively planned for the first or second week of April. With respect to the Increment Calculations, Executive Director McHugh stated that the values of the Town Homes in the Mill Street Plaza development had been updated to reflect the actual sales prices of the units. Chairman Turner noted that the realized value of the development was already in excess of the requirements placed on Mr. Pollard for the project, even without the final number for the Retail Building. As a result of the increase in value, Executive Director McHugh noted that the CDA would be paying the final reimbursement, per the Development Agreement, once the new assessments were completed and finalized by Accurate Appraisal, the Village’s contracted assessor.

### PRESENTATIONS (6:09 pm)

#### Planning & Design Institute (PDI) | Fontana Boulevard Landscaping Project

Carolyn Esswein presented those in attendance with a hand-out showing photomontages of the proposed Fontana Boulevard Landscaping project. She presented full-size boards with the same information and reviewed the concept of placing street lights, identical to the ones installed on the highway, down the center of the median on Fontana Boulevard. She noted that placing the new street lights in the median would not automatically accomplish the removal of the existing utility poles on the Abbey side, since there were security lights mounted on the poles for the Dockominium parking area. For the sake of the photomontage, Ms. Esswein explained that they had taken the same spacing used on the highway and then removed every other light, resulting in 200 feet between fixtures. They had also incorporated new fencing identical to the current wrought iron fencing across the street on the Abbey property. Chairman Turner stated that the change was dramatic. Ms. Esswein reviewed a second series of photomontages that incorporated smaller 15-foot street lights down both sides of the street. Commissioner Petersen noted that placing utilities down both sides of the street could prove to be more difficult than placing them in the median. He asked if running lights down the side would result in twice as much wiring, and additional costs, and Ms. Esswein agreed that it would. Commissioner Bliss asked about potential conflicts with the existing irrigation system in the median, and Commissioner Petersen relayed that the current system was failing and cost the Village substantial funds each year on on-going maintenance. Commissioner Bliss asked if it were possible to get more detailed cost estimates for the two options and Executive Director McHugh explained that both fixtures, the 25-foot and the 15-foot streetlights, had been included in the recently bid Third Avenue project. As such, it would be possible for PDI to work with RM (Ruekert-Mielke) to develop more precise cost estimates. Commissioner Wilson asked if the Park Commission had yet to make a formal recommendation and Ms. Esswein explained that the concepts were scheduled to be presented to the Park Commission at their upcoming meeting. Executive Director McHugh noted that while Park Commission makes the final recommendation, the CDA would be charged with making the final decision and recommendation to the Village Board. Chairman Turner suggested that the project be referred to the Park Commission for a formal recommendation, and at the same time, PDI should work with RM to develop better cost estimates. Commissioner Wilson suggested that the Park Commission may be concerned about placing lights down the median, if it meant tearing up the gardens that have been developed over the last several years. Executive Director McHugh commented that the design for Third Avenue included the taller 25-foot poles at each intersection, as well as shorter 15-foot poles along each block. Following discussion, the group agreed that it preferred lights located on either side of the street as opposed to lights in the median.

Commissioner Bliss/Commissioner Petersen 2<sup>nd</sup> made a MOTION to select placement of the lights down both sides of Fontana Boulevard as the preferred alternative, and the group entered discussion...

Eberle requested clarification on the scope of the project, and the group agreed that the lighting should run from the intersection of STH 67 all the way to the intersection of Shabbona on the far side of the Abbey Channel. Ms. Esswein suggested that to be consistent with the lighting scheme already in place on the highway the shorter poles should be placed along the sides, with taller lights at each of the intersections.

Commissioner Bliss / Commissioner Petersen 2<sup>nd</sup> amended their previous MOTION as follows: to direct PDI to work with Ruekert-Mielke to continue design work and to develop cost estimates for placing street lights down the sides of Fontana Boulevard as presented, with appropriate taller lights at the intersections, as determined appropriate by the professionals, and the MOTION carried without a negative vote.

Commissioner Petersen suggested that the Park Commission be asked to make a formal recommendation on the fence as well. Executive Director McHugh commented that the Parks Commission had already come to a decision that the fence should be wrought iron, and the Lakefront and Harbor Committee was recommending that it match the existing Abbey fence. Chairman Turner asked about the use of stone pillars in the design, and Executive Director McHugh stated that the general consensus of the group assembled for the recent Joint Fence Workshop had been to remove the stone pillars for both aesthetic and cost reasons. Ms. Esswein suggested that a few pillars may be preferred to break up the long expanse of the fence across the Beach and Chairman Turner asked that those concepts be discussed with the Park Commission. Commissioner Petersen agreed that there would need to be something to break up the long line of fence. Chairman Turner added his suggestion that pillars at least be included at the corners and the entrance gates. Commissioner Bliss added that the width of the gate should be carefully considered to accommodate rescue personnel, as well as recreational users, such as ice boaters.

Chairman Turner / Commissioner Bliss 2<sup>nd</sup> made a MOTION to include stone pillars at the corners and around the entrance gates, in the design for the Beach fence, and the MOTION carried without a negative vote.

Treasurer Pollitt asked if the fence was intended to extend all the way to Shabbona, or simply end at the Abbey Channel. Chairman Turner suggested that it wouldn't look right to simply end it at the channel, and Commissioner Petersen stated that the fence should be the same all the way to end. Commissioner Petersen reminded the group that the entire beach on both sides of the channel was village property. Commissioner Bliss asked about continuing the new fence on the other side of the street, as well as the section that runs up Shabbona. Commissioner Wilson suggested that Country Club could work together to match the fence on the opposite side of the street. Commissioner Bliss and Chairman Turner both suggested that Executive Director McHugh approach the board of Country Club Estates and ask if they were willing to install new matching fence on the association's side of the street if the Village moved forward with new fence on the Beach side.

Chairman Turner / Commissioner Bliss 2<sup>nd</sup> made a MOTION to direct Executive Director McHugh to approach the board of Country Club Estates and ask if they were willing to install new matching fence on the association's side of the street, if the Village moved forward with new fence on the Beach side, and the MOTION carried without a negative vote.

Chairman Turner suggested that the existing fence on the Abby side of the street should be addressed as well. Executive Director McHugh reminded the group that the fencing on the beach side and the fence on the Abbey side were both subject to referendum, as a result of the Village's agreement with the Fontana Residents for Open Government. Chairman Turner suggested that the CDA could work with the Abbey, in order to make the project more feasible. Commissioner Chanson suggested that an agreement could be used to acquire necessary easements. Executive Director McHugh commented that there was an easement along the Dockominium Property that would be necessary for the future burial of utilities along the lakefront. Commissioner Wilson added that a fence agreement could be incorporated into the current effort to provide public access to

pedestrian paths through the Abbey property to the lakefront as well. Commissioner Bliss stated that the Village has developed several beneficial partnerships with the Abbey recently, such as the new ice rink. He suggested that Executive Director McHugh approach the Abbey group with a proposal for the Abbey to install matching fence along their side of the street while the CDA would continue to work on the installation of new fence along the beach side, new street lighting and landscaping, and the future burial of utilities along the lakefront.

As a final note regarding the plans presented by PDI, Executive Director McHugh pointed out that the former lift station building had been removed. He relayed comments from DPW Workman that the decommissioning of the former station would leave little left of the building. Ms. Esswein explained that the plans for the area showed it as being converted into additional public parking.

Planning & Design Institute & Ruekert Mielke Engineering | Porter Court Plaza

Executive Director McHugh provided a brief history of the process and reminded the group that the engineering proposal from Ruekert Mielke had not been approved at the previous month's meeting, as a result of the proposed cost. Since that time, staff had met with representatives from Planning & Design Institute and Ruekert-Mielke to discuss the scope of the project. One of the chief factors driving the cost of the engineering was the results of the recently drilled soil borings, which revealed approximately 30-feet of compressible organic soils. Based on the engineering effort involved, Ruekert-Mielke was proposing that their firm would complete the final design and take the project through the municipal bidding process for approximately \$29k. With respect to the cost estimates, Executive Director McHugh explained that the plaza was a very unique project and thus more difficult to accurately estimate without actually taking it out to bid; the \$29k proposal from Ruekert-Mielke would allow the CDA to take the project to the next step and get an actual cost.

Commissioner Chanson asked for background on the \$329k cost estimate prepared by Ruekert-Mielke and Mr. Eberle responded that the estimate had been prepared in coordination with PDI and Mr. Brad Drefcinski. Commissioner Chanson asked if the group was willing to move forward with the project at the projected cost. Executive Director McHugh noted that the plan as presented had not changed since it was approved by the Village back in October, but the realization of just how bad the soils were was affecting the cost. Commissioner Chanson asked if certain design elements were driving the cost, such as the use of concrete pavers instead of stamped concrete. In answer to a question from Chairman Turner, Ms. Esswein stated that the original budget for the plaza prepared in 2003 was \$343k with the lighting. That original budget number also included the stone pedestrian bridge, which was later removed from the design, and then recently reintroduced into the concept by the CDA. Executive Director McHugh expressed concern about judging the merits of the project based on an engineer's estimate; for such a unique project, competitive bidding would provide the most accurate price. Executive Director McHugh suggested that the project be bid with the stone pedestrian bridge as a required alternate, so that if the cost was too high, it could be removed from the design. Chairman Turner asked if the group was in favor of taking the plaza out to bid with the bridge as a required alternate, which would require that Ruekert Mielke still prepare engineering specifications. Mr. Eberle cautioned that including the bridge in the design would still require that they engineer the piling foundation and complete the necessary permitting work. Understanding that the DNR may take as long as 60 to 90 days to issue the permit, it would be unwise to wait until after the project was bid to start the process. Commissioner Bliss asked if it were possible to reduce the cost by using a pre-fabricated bridge, and Mr. Eberle answered that there would still be costs involved in engineering and constructing the piling foundation. Carolyn Esswein reminded the group that the Park Commission, as well as the other groups involved, had been strong proponents of a stone bridge to match the stonework elsewhere in the village. Chairman Turner asked if it would be possible to simply install a culvert with a sidewalk over the top, and Mr. Eberle explained that it could be done. Commissioner Wilson asked if the construction of the bridge could be postponed until some future date, and Mr. Eberle explained that the amount of excavation required to build the piling foundation would damage a great deal of the surrounding plaza. Chairman Turner asked Ms. Esswein for her opinion on removing the bridge and its affect on the overall design. She stated that the landscaping would become the primary focus. Chairman Turner asked if there were another

option that would be cheaper to design, and Mr. Eberle stated that he would have to direction as to what it looked like before he could make any cost estimates. Mr. Eberle suggested that the access to the plaza from the intersection was not technically needed since there were other means, and Commissioner Petersen argued that not providing pedestrian access from the corner would be a mistake. Commissioner Fisk opinioned that the group should move forward with the design of bridge and bid it as an alternate. Chairman Turner asked Mr. Eberle how much of the \$29k engineering proposal was related to the bridge. Mr. Eberle stated that it may cost \$10k alone to design the bridge. Executive Director McHugh asked if it was simply a matter of \$10k versus \$0, considering that Ruckert-Mielke would still need to prepare specifications for the culvert and sidewalk, and Mr. Eberle stated that it wouldn't be that much.

Commissioner Wilson / Commissioner Fisk 2<sup>nd</sup> made a MOTION to approve the engineering proposal from Ruckert Mielke for the Porter Court Plaza project, for a total of \$29k, minus the \$10k worth of work for the stone pedestrian bridge, and the MOTION carried without a negative vote.

Commissioner Petersen asked if the group was in agreement on the replacement of the bridge with a culvert, as explained by Mr. Eberle, and the group agreed that it was necessary to provide access to the plaza from the intersection of STH 67 and Fontana Boulevard.

Commissioner Wilson / Commissioner Fisk 2<sup>nd</sup> amended their previous MOTION to include a culvert at the drainage ditch and a sidewalk accessing the plaza, as part of the design, and the MOTION carried without a negative vote.

Commissioner Bliss asked that the use of stamped concrete be considered in the final design as an alternative in an effort to reduce costs. Ms. Esswein provided a breakdown of the cost estimate: Hardscape, including all the work that needs to be done in the soils, is thirty tree percent of the budget. The bridge was fifteen. The fountain is five and a half. The irrigation is seven and a half percent and the lighting is seven percent. With respect to stamped concrete, Chairman Turner suggested that individual concrete pavers would be better suited to a site with such poor soils; stamped concrete runs the risk of severe cracking on compressible soils. For the purpose of comparison, he directed Ruckert-Mielke to include both options in the final bid set. Mr. Eberle asked what they should use for a design, and Chairman Turner directed that the design would be the same as the pavers; simply a different material option in the bid. Ms. Esswein offered that the soils may not be such a significant issue once Ruckert-Mielke engineers the site for the plaza. Chairman Turner asked when the bids would be ready for issue, and Executive Director McHugh relayed that the target date was May 10<sup>th</sup>. Mr. Eberle explained that they were shooting for the end of May, beginning of June, since the work would not begin until the fall. Executive Director McHugh asked that the bid documents be prepared and issued as soon as possible, in case there was a need to value engineer certain elements and send it back out before issuing a contract at the end of the summer. Chairman Turner asked if Ruckert Mielke had provided the village with copies of the surveying and engineering work that had been completed to date, and Mr. Eberle stated that they had not provided the information to the Village, since the Village didn't have the necessary software; if the Village wanted them, Ruckert Mielke could provide them.

#### TID #1 Infrastructure Projects

##### Construction Project Updates

In DPW Workman's absence, Commissioner Petersen provided the project update. He informed the group that the Main Lift Pump Station had been turned on that day; other than a few small connections with the lines running out of the Abbey property, the system is ready to go.

##### STH 67 Landscape Project – Bid Results / Recommended Contractor

Chairman Turner reviewed the bid tabulation summary for the STH 67 Landscaping & Irrigation project and noted that Prairie Tree was the low bidder at \$127,046. He informed the group that the Village Board had previously reviewed and approved Prairie Tree as the winning bidder, subject to CDA approval.

Commissioner Chanson / Commissioner Fisk 2<sup>nd</sup> made a MOTION to approve the acceptance of Prairie Tree Landscaping Service's bid, at a total cost of \$127,046, as the lowest qualified bid for the State Highway 67 Landscaping and Irrigation project, and the MOTION carried without a negative vote.

Chairman Turner asked when the project would get underway, and Mr. Eberle explained that once the contractor fulfilled the insurance requirements and executed the contract, it would simply be a matter of the weather.

Fontana Boulevard Water Main – Bid Results | Award Recommendation  
Ruekert Mielke – Construction Engineering Proposal

This item moved to discussion out-of-order since representatives of Ruekert Mielke were still in attendance. Executive Director McHugh reviewed the status of the Fontana Water Main Relay project for the group and explained the new water main as a connection from Reid Park to Shabbona. The proposal calls for directional drilling of the water main underneath the public beach and the Abbey channel with open trenching through the beach parking lot. Mr. Eberle explained that the Village of Fontana never really had a proper connection between the north and south sides of the water system; this will provide reinforcement and greater reliability to the entire system. Chairman Turner informed the group that the Village Board had previously reviewed and approved Mann Brothers as the winning bidder, at a total cost of \$276,941, subject to CDA approval.

Commissioner Chanson / Commissioner Fisk 2<sup>nd</sup> made a MOTION to approve the acceptance of Mann Brothers' bid, at a total cost of \$276,941, as the lowest qualified bid for the Fontana Water Main Relay project, and approved the proposal from Ruekert-Mielke for the provision of engineering services for the construction phase of the project, at a total estimated cost of \$27k, and the MOTION carried without a negative vote.

Commissioner Bliss asked for clarification of the additional items listed on the bid-tabulation for the Mann Brother's bid, and Mr. Eberle explained that Ruekert-Mielke had looked at several different options based on how much was open-cut and how much was directionally drilled, in order to see how the prices came in. He further explained that what the CDA was approving was the Base Bid that included open cutting across the parking lot and essentially directional drilling from the end of the parking lot, underneath the beach and the channel, all the way down to Shabbona. Chairman Turner asked for the original budget, and Executive Director McHugh explained that the original budget, including design and engineering, as well as construction management, was \$584k. With the current bid, the project will be coming in under budget.

General Business

Kinzie Reconstruction Project

Ruekert Mielke Design Engineering Proposal | Cost Estimate

This item moved to discussion out-of-order since representatives of Ruekert Mielke were still in attendance. Executive Director McHugh presented the engineering proposal from Ruekert Mielke for the design and construction administration of the Kinzie Street Road Reconstruction project, which had been requested by the CDA previously. The proposal is broken into two phases, with the design phase at \$32k to \$39k, and the Construction Phase at \$30k to \$35k, for a total proposal of \$62k to \$74k. Executive Director McHugh noted that PDI had not been asked for a proposal, since the overall scope of the reconstruction, and whether or not it would involve landscaping and lighting, had not been decided. He then presented Ruekert-Mielke's projected cost estimate for the project totaling \$365k. Mr. Eberle stated that the number was still a rough estimate, since it was not known what would have to be done as far as replacement of sewer and water; that will not be known until the existing utilities are televised. Commissioner Chanson requested clarification on the project limits, and Mr. Eberle explained that the project ran from the intersection of STH 67 to the end of the previously reconstructed section (half-way between High Street & Douglas Street), with curb-returns onto the side streets. Chairman Turner explained that the proposed reconstruction of Kinzie Street was in response to flooding issues that were a result of the recently completed STH 67 project.

Commissioner Chanson suggested that the group should drive the area and see what's out there, before moving forward with a \$365k project. Commissioner Bliss added that it was actually \$440k, once the engineering was included. Mr. Eberle advised the group that moving forward with the design would not obligate the Village to proceed with the project. Commissioner Wilson questioned the ability of the TIF to fund the project due to its location, and Chairman Turner stated that the project would be similar to the extension of Main Street that was sanctioned by the CDA's attorney. Chairman Turner asked if the group would prefer to postpone the decision until some later date. Commissioner Bliss / Commissioner Chanson 2<sup>nd</sup> made a MOTION to "table" the professional engineering services proposal from Ruekert-Mielke for the Kinzie Reconstruction project, and the MOTION carried without a negative vote.

Chairman Turner charged the members of the group with walking the streets once the weather was nicer to see first-hand the need for improvements.

Mr. Eberle & Mr. Tavera (Ruekert-Mielke) left the meeting at this point.

Agrecol Proposal – STH 67: Invasive Species Treatment & Removal  
Executive Director McHugh reviewed the proposal from Agrecol, which had been requested by the CDA for the removal of invasive plant species and the replanting of native plants along the shoulders of the STH 67 right-of-way. In addition to the proposal, Agrecol had provided a letter summarizing the costs of varying levels of "plug enhancement." Executive Director McHugh reviewed an exhibit, prepared by the engineers, which showed the limits of the proposed work. Commissioner Petersen / Commissioner Chanson 2<sup>nd</sup> made a MOTION to approve the Agrecol proposal for the removal of invasive species and the replanting of native species along the shoulders of the STH 67 project, as presented, at a total cost of \$14,475, and the MOTION carried without a negative vote.

Executive Director McHugh reminded the group that Agrecol had put forth costs for the installation of plugs to speed the establishment of the landscaping along the highway. The use of plugs, along with standard broadcasting of a native plant seed mix, would help to ensure the viability of the native plantings sooner.

Commissioner Petersen / Commissioner Chanson 2<sup>nd</sup> amended their previous MOTION to include an additional \$1,600 for the installation of "plugs" in the project, for a total approved proposal of \$16,075, and the MOTION carried without a negative vote.

Porter Court Plaza – Update

This agenda item was discussed earlier during the presentation portion of the meeting

Revised Ruckert Mielke Engineering Proposal

This agenda item was discussed and acted upon earlier during the presentation portion of the meeting

Mann Brothers Surcharging Proposal - Initial Site Work

Executive Director McHugh explained to the group that the proposal from Mann Brothers for the surcharging of the Porter Court Plaza site was received by DPW Workman and would not be presented to the CDA for action, since the \$27k cost received exceeded the public bidding threshold for municipal projects of \$25k.

Fontana Boulevard Water Main – Bid Results | Award Recommendation

Ruekert Mielke – Construction Engineering Proposal

These agenda items were discussed and acted upon earlier during the presentation portion of the meeting

TID #1 Development Projects

Mill Street Plaza (FairWyn, Ltd.) – Update

Chairman Turner noted that the Retail Building was underway and that Mr. Pollard was working to find a suitable tenant.

The Cliffs of Fontana (PAR Development) – Update

Chairman Turner reviewed Mr. Eberle's statements from earlier in the meeting. The pre-construction meeting is planned for the first part of April. Commissioner Bliss questioned if the CDA would still be charged with reviewing the project. Chairman Turner explained that the CDA had approved the project at the General Development Stage, with the understanding that the developer would proceed with the Plan Commission and the Village Board as outlined in the Municipal Zoning Code.

General Business

Kinzie Reconstruction Project

Ruekert Mielke Design Engineering Proposal | Cost Estimate

This agenda item was discussed earlier in the meeting

CDA Budget – Revised

Executive Director McHugh reviewed the updated CDA budget and noted that the line items for the Third Avenue Group of Projects had been deleted from the 2007 budget as requested by the CDA. Chairman Turner / Commissioner Petersen 2<sup>nd</sup> made a MOTION to approve the revised budget as presented, and the MOTION carried without a negative vote.

Duck Pond Redevelopment Projects – Update

Chairman Turner reminded the group that the Duck Pond Programming Team would be meeting on the upcoming Friday. He asked that Executive Director McHugh schedule TGDA (Terry Guen Design Associates) for a presentation at the next monthly CDA meeting.

Village Board Report – Chairman Turner

Chairman Turner stated that there was no report.

Lakefront & Harbor Report – Commissioner Chanson

Commissioner Chanson stated that there was no report.

Park Commission Report

In Commissioner Hibbard's absence, Chairman Turner stated that there was no report.

Executive Director Report – CDA Director McHugh

Executive Director McHugh asked if there were any questions regarding his report. No questions were received.

Confirm Quorum for upcoming Meetings

Executive Director McHugh reminded the group that the next regular meeting of the CDA would be April 04, 2007 @ 6:00 pm, with a tentatively scheduled "closed session" to begin immediately beforehand @ 5:30 pm.

Pending / Future Items

No Discussion.

Adjournment

Commissioner Chanson/Commissioner Fisk 2<sup>nd</sup> made a MOTION to adjourn the meeting at 7:44 pm, and the MOTION carried without negative vote.



Minutes prepared by: Joseph A. McHugh, CDA Executive Director

Note: These minutes are subject to further editing. Once they are approved by the Community Development Authority, the official minutes will be on file at the Village Hall.
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APPROVED:     **PENDING**