

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

MONTHLY MEETING of the COMMUNITY DEVELOPMENT AUTHORITY  
**Wednesday, March 7, 2012**

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

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

**CDA member absent:** Vice Chairman Skip Bliss

**Also present:** Administrator/Treasurer Kelly Hayden, Eric Hurkman, Library Director Nancy Krei, Jim Mann (via conference telephone), Village Clerk Dennis Martin, Director of Public Works Craig Workman

**Visitors Heard**

None

**Announcements**

1. Read & Romp Program at Library – **Thursdays, March 8, 15 and 22, 2012, 10:00 am**
2. Public Works Committee Meeting – **Saturday, March 10, 2012, 8:00 am**
3. FW/WPCC Board Meeting – **Tuesday, March 13, 2012, 7:30 pm**
4. Plan Commission Staff Meeting – **Wednesday, March 14, 2012, 1:00 pm**
5. GLEA Board Meeting – **Thursday, March 15, 2012, 7:00 pm**
6. First Day to Vote Absentee Ballot In Person for Spring Election – **Monday, March 19, 2012, 8:00 am**
7. Protection Committee Meeting – **Monday, March 19, 2012, 5:45 pm**
8. Finance Committee Meeting – **Tuesday, March 20, 2012, 5:30 pm**
9. Spring Election Candidates Forum at Abbey Springs – **Tuesday, March 20, 2012, 6:00 pm**
10. Library Board Meeting – **Wednesday, March 21, 2012, 10:00 am**
11. Lakefront and Harbor Committee Meeting – **Wednesday, March 21, 2012, 5:00 pm**
12. Park Commission Meeting – **Wednesday, March 21, 2012, 6:00 pm**
13. Evening Book Club at Library – **Thursday, March 22, 2012, 5:30 pm**
14. Village Newsletter Article Deadline – **Friday, March 23, 2012**
15. Plan Commission Monthly Meeting – **Monday, March 26, 2012, 5:30 pm**
16. Last Day to Vote Absentee Ballot In Person for Spring Election – **Friday, March 30, 2012, 5:00 pm**

**Approval of Minutes for January 11, 2012**

President Petersen/Commissioner Hibbard 2<sup>nd</sup> made a MOTION to approve the minutes for the meeting held January 11, 2012, and the MOTION carried without negative vote.

**Approval of Current Payables**

None

**Finance Report – Administrator/Treasurer Hayden**

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

Hayden stated that the full accounting statement and TIF revenue increment worksheet have not changed since the last meeting. Hayden stated that after the January and February tax settlement figures are entered, and the March debt payment is made, she will update and distribute the full accounting statement and TIF revenue increment worksheet.

**TID Distress Declaration – Jim Mann, Ehlers and Associates**

Chanson stated that Jim Mann was on the conference telephone to present the pros and cons of having a tax incremental financing district declared “distressed.” Mann stated that the benefit of having a TID declared distressed is that the municipality would have up to 10 additional years of increment generation, which would allow it to recoup more revenue. Mann stated that if a TID is declared distressed, a municipality may not add or subtract territory from the TID, and may not expand the approved Project Plan. Mann stated that the Village of Fontana TID is currently showing

a negative cash-flow balance and debt payments the last few years have been supplemented by funds from the Village's General Fund. Chanson stated that the Fontana TID is scheduled to run until 2027, and he asked how long the Village has to make a decision on declaring the TID distressed. Mann stated that a distressed declaration would have to be approved by the end of 2014. Mann stated that he would suggest the CDA and Village Board take time to consider the situation. Mann stated that the Village should be sure it does not want to expand the Project Plan, and make sure that a distressed declaration would be in the best interest of the village prior to pursuing the declaration. Wilson asked if Mann had run the TIF revenue increment worksheet and full accounting statement numbers out for an additional 10 years, and if so, how long it would take for the Fontana TID to recoup its losses. Mann stated that with the current conditions, the Fontana TID would recoup its losses with an additional three years of increment. Fisk asked what the approval process entails. Mann stated that the CDA would have to initiate a meeting of the Joint Review Board for a review of the proposal; it would then have to be presented at a public hearing before the Plan Commission and Village Board for a subsequent recommendation and approval; and then go back to the Joint Review Board for final approval. Petersen asked if it would be best to wait until closer to the deadline before considering the distressed declaration. Mann stated that he would recommend waiting until about six months prior to the deadline to review the situation and determine if it would still behoove the Village to have the TID declared distressed. Chanson stated that he agrees with Mann, and the CDA has no reason not to wait and see what happens with the TID over the next few years. Fisk stated that the only risk the Village would have is if the TID was declared distressed too soon and the economic situation improves.

**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.

**General Business**

**Building Addition Proposal Filed for Fontana Jeweler, 553 Valley View Drive**

Eric Hurkman, owner of Fontana Jeweler, 553 Valley View Drive, filed an application for a conditional use permit in order to gain authorization for a proposed building addition plan. Since the proposed addition will cost more than \$10,000 and the property is located in the TID, the CDA Board is required to make a recommendation. Hurkman stated that the addition plan is to continue the existing style, color and siding on the exterior of the building; to enclose the back of the building; and to add one story. Hurkman stated that the addition will allow for another showroom in an upper mezzanine area. In response to a question, Hurkman stated that the building addition will not be visible from front of the building.

President Petersen/Commissioner Hibbard 2<sup>nd</sup> made a MOTION to recommend approval of the building additional proposal as presented, and the MOTION carried without negative vote.

**Appraisal Request for 138 Fontana Boulevard**

Wilson stated that someone who is interested in submitting a RFP for the site has requested an appraisal for the property, which was purchased by the Village in June 2009 for \$350,000. Hicks stated that it would not be worth paying an appraiser for an updated appraisal since he could complete one for no charge. Petersen stated that an appraisal is not necessary at this time, and the Village paid \$350,000 for the property. Following discussion, Chanson stated that no action was necessary if the CDA did not want to purchase an appraisal at this time.

**VPLE Application Resubmittal – AECOM Proposal**

Workman stated that the Wisconsin Department of Natural Resources has changed its regulations and the Village can now apply for Volunteer Party Liability Exemption status on the former landfill site at the Duck Pond. Workman stated that the CDA had a previous application denied because the DNR determined the landfill had formerly been licensed. Workman stated that the DNR regulation has been changed, and formerly licensed landfill sites are now eligible for VPLE status. Workman stated that Village Board approved the AECOM proposal to provide professional environmental consulting services to revise and resubmit the VPLE application for the former landfill site for \$1,000. The proposal states that after the DNR receives the request, staff will verify whether the correct determination was made, and an eligibility determination letter will be sent to the applicant.

Within 30 days of receiving the letter of eligibility, the Village must send the DNR an advanced deposit of \$3,000 to cover DNR project oversight costs.

**Village Board Report – President Petersen**

Petersen stated that the project to rewrite Chapters 17 and 18 of the Municipal Code is nearing completion and additional amendments have been directed prior to the scheduling of a public hearing. Petersen stated that it seems at this point that the Village is wasting more than \$100,000 on the project since all the newly proposed lakefront residential zoning regulations were taken out at the last workshop meeting and the zoning code is going back to many of the current standards.

**Lakefront & Harbor Report – Commissioner Chanson**

None

**Park Commission Report – Trustee Wilson**

Wilson stated that park permit applications are coming in for the Reid Park gazebo and Duck Pond Pavilion, and the Fontana Garden Club is again going to host its annual Memorial Day weekend plant sale at the Porter Court Plaza. Wilson stated that thanks to the donation of some of the materials, the Park House renovation project is almost completed. Petersen stated that he has been asked when the Park House will be done. Workman replied by the end of March. Hibbard stated that the Park Commission is still seeking donations to fund the purchase of nice cabinets and a new countertop for the kitchenette area. Fisk stated that he may have some building materials to donate and he will work with Workman to determine if they will fit at the Park House.

**Confirm Quorum & Dates for Upcoming Meetings**

Chanson stated that if there are any RFPs submitted for the 138 Fontana Boulevard site by the April 30, 2012 deadline, there will be a meeting scheduled in May 2012.

**Adjournment**

President Petersen/Commissioner Hicks 2<sup>nd</sup> made a MOTION to adjourn the CDA meeting at 6:29 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: 6/20/12