

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

MONTHLY MEETING of the CDA BOARD OF DIRECTORS
Monday, December 7, 2009

Vice Chairman Skip Bliss called the monthly meeting of the CDA to order at 6:07 pm in the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

CDA Commissioners present: Skip Bliss, Cindy Wilson, Bob Chanson, Village President Pete Petersen, Jeff Fisk, Gail Hibbard,

CDA Commissioner absent: Bill Turner

Also present: Jim Feeney, Administrator/Treasurer Kelly Hayden, Rob Ireland, Trustee Pat Kenny, Kevin Kirkland, Alex Koldeway, Trustee Diane Lewis, Village Clerk Dennis Martin, Joseph McHugh, Trustee Micki O'Connell, Trustee George Spadoni, Director of Public Works Craig Workman

Visitors Heard

None

Announcements

1. Read & Romp Program at Library – **Thursdays, December 10 and 17, 2009, 10:30 am**
2. Holiday Open House at Library – **Friday, December 11, 2009, 10:00 am to**
3. Village Holiday Party at Lewis Residence – **Monday, December 14, 2009, 6:00 pm**
4. Quarterly Newsletter Article Deadline – **Friday, December 18, 2009**
5. Auditors at Village Hall – **Monday & Tuesday, December 21 and 22, 2009**
6. Village Hall & Public Library Closed for Holiday – **Thursday through Saturday, December 24 to 26, 2009**
7. Village Hall & Public Library Closed for New Year Holiday – **Thursday through Saturday, December 31 to January 2, 2010**

Approval of Minutes for October 27, 2009, November 2, 2009 and November 12, 2009

Meetings

Commissioner Chanson/Commissioner Hibbard 2nd made a MOTION to approve the minutes for the meeting held September 30, 2009, and the MOTION carried without negative vote.

Approval of Current Payables

The monthly payables were reviewed and recommended for approval, including an additional \$144 invoice for Attorney Dale Thorpe's services on the WCEDA grant application.

President Petersen/Commissioner Chanson 2nd made a MOTION to approve the payables as presented, and the MOTION carried without negative vote.

Finance Report – Administrator/Treasurer Hayden

Update/Review – Full Accounting Statement & TIF Revenue Increment Projections

Hayden stated that she did not yet have the month of November closing statements and she will email the monthly report to the members once the month has been closed.

Presentation

None

TID #1 Projects – Public Works Director Workman

TIF Project Maintenance Activity Report

The report was distributed and it was noted that the new fence between the alley and Little Foot Playground has been erected.

Fontana Boulevard Lighting and Landscaping Contract Pay Request No. 2

Workman stated that the \$151,272 pay request No. 2 submitted by PTS Landscaping, Inc. for the Fontana Boulevard Lighting and Landscaping Contract has been reviewed by the Village engineer and approval is recommended.

President Petersen/Commissioner Chanson 2nd made a MOTION to recommend Village Board approval of the \$151,272 pay request No. 2 submitted by PTS Landscaping, Inc. for the Fontana Boulevard Lighting and Landscaping Contract, and the MOTION carried without negative vote.

Joint Pedestrian Path Contract Pay Request No. 4

Workman stated that the \$186,440 pay request No. 4 submitted by Mann Brothers, Inc. for the Fontana/Walworth Joint Pedestrian Path Contract has been reviewed by the Village engineer and approval is recommended.

Commissioner Wilson/Commissioner Fisk 2nd made a MOTION to recommend Village Board approval of the \$186,440 pay request No. 4 submitted by Mann Brothers, Inc. for the Fontana/Walworth Joint Pedestrian Path Contract, and the MOTION carried without negative vote.

General Construction Updates

Workman stated that the roads are all open again in the Village following the completion of the fall construction projects. The new street lights have been erected along Fontana Boulevard and are operational. Workman stated that the storm water project has been completed on the Shabbona Path Project and the path area has now been cleared. Workman stated that several trees had to be cut down to install the new storm sewer line and there is now a “blank canvass” for the pedestrian path portion of the project. Wilson stated that she met with Foth engineer Dale Broeckert and he indicated that the construction of the path will be something that can be completed by Boy Scouts working toward their Eagle Badges. Wilson stated that Broeckert has indicated he will assist the CDA in coordinating the Boy Scout Eagle Badge projects. In response to a question, Workman stated that all of the village-owned light poles have been taken down along Fontana Boulevard; however, Alliant is waiting for written authorization from the Abbey Resort to take down the rest of the old light poles on the resort property. Workman stated that the globe light by the Abbey Harbor bridge also will be taken down. Workman stated that the Fontana/Walworth Pedestrian Path project has been completed and the path is open. In response to a question, Workman stated that there are no plans for new landscaping along the new pedestrian path; however, grass will grow in the shoulder areas.

General Business

Storm Water Management Plan Recommendation to Village Board

Hayden stated that the Ruekert-Mielke storm water management study has been reviewed and the plan has to be adopted by the CDA and Village Board. Hayden stated that the plan adoption will allow the Village to move forward in scheduling and planning for the funding of the individual projects. The next steps in the process are to prepare cost estimates and prioritize the Van Slyke and Pottawatomie Creek projects, and then have the CDA and Village Board approve the 2010 projects and ratify a cost-sharing agreement with Big Foot Country Club.

President Petersen/Commissioner Hibbard 2nd made a MOTION to recommend Village Board approval of the Storm Water Management Plan as presented in the Ruekert-Mielke report, and the MOTION carried without negative vote.

Reid Park Gazebo Proposal for Professional Design Services

Hayden stated that PDI/Graef and HGA, Inc. submitted proposals to provide conceptual design services for the replacement of the Reid Park gazebo. Bliss stated that he thought that Workman already presented engineered plans for a new gazebo. Workman stated that the plans submitted by Andy Pearce are for a prefabricated gazebo. Petersen stated that the CDA Lakefront Building Committee requested that the HGA architects take the new gazebo into account when planning the lakefront building proposal and to plan for the gazebo to work in conjunction with a new lakefront building. Hayden stated that the proposal is for PDI/Graef to provide \$800 worth of services, and HGA, Inc. to provide \$4,500 worth of services. Hibbard and Chanson asked if the plans are needed at this time, or if the Village should wait until the required referendum is approved for a new lakefront building. During discussion, it was noted that the gazebo will be reconstructed as soon as possible regardless of the outcome of the lakefront building project referendum.

President Petersen/Commissioner Wilson 2nd made a MOTION to recommend Village Board approval of the proposal for professional design services for the Reid Park gazebo as presented by DPI/Graef and HGA, Inc. at a cost not to exceed \$5,300. The MOTION carried without negative vote.

Walworth County Economic Development Alliance Services – Update

Hayden stated that Village Attorney Dale Thorpe completed the certification paperwork for the grant application and the Walworth County Economic Development Alliance has submitted the grant application for marketing services for the Duck Pond corporate development site.

Village Board Report – Chairman Turner

Nothing new submitted.

Lakefront & Harbor Report – Commissioner Chanson

Nothing new submitted.

Park Commission Report – Commissioner Hibbard

Nothing new submitted.

Confirm Quorum & Dates for upcoming Meetings

The next monthly meeting of the CDA currently is scheduled for Wednesday, January 6, 2010 at 6:00 pm. The next meeting of the CDA Ad Hoc Lakefront Building Committee currently is scheduled for Wednesday, December 16, 2009 at 3:00 pm.

Agenda Item Requests

None

Pending/Future Items

1. 286 Valley View Drive – Façade Improvement Discussion (Canopy Renovation)

Adjournment

Commissioner Chanson/President Petersen 2nd made a MOTION to adjourn the CDA meeting at 6:30 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: 1/6/2010