

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)**

**Monday, August 08, 2005 @ 6:00 PM**

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

**Commissioners present:** Roll call vote: Chairman Turner, Wilson, Bliss, Chanson, Petersen, Hibbard

**Commissioners absent:** None

**Also present:** Village President Tom Whowell, Trustee Ron Pollitt, Trustee O'Connell, Treasurer Peg Pollitt, Department of Public Works Director Craig Workman, Jim Celano – Geneva Lake Conservancy

**Approve Minutes**

Commissioner Chanson/Commissioner Petersen 2<sup>nd</sup> made a MOTION to approve the minutes for meeting held on July 06, 2005 and the MOTION carried without negative vote.

**Update on TID #1 Infrastructure Projects – Public Works Director Craig Workman Highway 67**

Craig provided a brief update of the Highway 67 Project and stated that the designs are steadily underway. Craig explained that Crispell Snyder has subcontracted out the engineering of the special light-weight fill needed for the Highway Construction Project. The light-weight fill is necessary to support the roadway over existing utilities (Main water feed from the village wells to the standpipe as well as the main force main). Per Craig, the budget should not be affected because the increase in the design budget should be offset by potential savings in the construction budget. Craig reported that the Hwy. 67 project is on target for spring 2006 bid letting with construction shortly thereafter.

**Main Street**

Craig stated that the curb and gutter is being installed and the blacktop will be installed the week after next. Craig explained that letters have gone out to the residents on Main Street notifying them that they are not to drive on the new curb and gutter for 10 days.

**Mill Street**

Craig stated that the project is steadily progressing, curb and gutter has been installed, and a majority of the pavement is down.

**Utility Burial**

Craig stated that all of the utilities have been removed except for telephone.

**TID #1 Development Projects – Fairwyn Development Corporation**

Chairman Turner informed the group that the Plan Commission and the Village Board approved the Precise Implementation Plan for the residential portion of Fairwyn's Mill Street Plaza project. Chairman Turner stated Mr. Pollard has reservations on eleven (11) of the fourteen (14) units.

## **General Business**

### **Schedule Open House / Public Hearing – Lakefront Redevelopment Plan**

Chairman Turner provided a brief history of the Lakefront Plan and explained that the plan is now in the Design Development stage and will be presented at a Public Hearing on September 6<sup>th</sup> with the Village Board, the Plan Commission and the Community Development Authority to look at the design details. Chairman Turner explained that following the September 6<sup>th</sup> Public Hearing the development of construction documents would begin. Chairman Turner introduced Carolyn Esswein of the Planning and Design Institute, Brad Drefcinski of BD Design, and Joe Eberle of Ruekert-Mielke to give an overview of the Lakefront Redevelopment Plan.

### **PDI Presentation**

Carolyn Esswein started the presentation by providing a brief history of the planning process and listed the various components of the Lakefront Plan - Third Avenue / Boat Parking Lot / Lakefront / Boat Staging Areas. Carolyn stated the various design goals of the plan – Redevelop the parking lot with a garden image in mind – Maintain two-way traffic on Third Avenue – Develop a design that kept boat traffic off of Kinzie Avenue. Per Carolyn, PDI is working on the design details with Joe Eberle from Ruekert-Mielke. The new plan calls for new landscaping on the western end of Third Avenue, continuous sidewalk along the south side of the street, and the large trees to be maintained on the west end of Third Ave. One of the goals was to create an entrance at the intersection of Highway 67 and Third Avenue. Brad Drefcinski provided details of the proposed design for the boat trailer parking lot. The plan calls for the installation of a second row of Crab Apple Trees along the southern boundary. Carolyn stated they were working under the CDA's direction to limit the number of parking spaces to 30 and limit access to the lot to just one access off of High Street and one off of Third Avenue. Carolyn indicated that the parking stalls in the current plan are 10' x 40' which is identical to the stalls in the existing parking lot. Joe Eberle said that he recommends wider, longer and angled stalls if possible. He indicated we could remove some of the trees along Fontana Boulevard to accommodate larger boat trailer parking stalls. Esswein explained plans for a rain garden in the remaining open space that could be used to absorb rain water as well as provide a place to store snow in the wintertime. Chairman Turner questioned what happened to the original idea of surround the parking area with Berms. Carolyn explained that they discouraged berms because there was not enough room and suggested that layered landscaping would provide adequate screening. Chairman Turner questioned Joe Eberle about why the Village should increase the size of the boat trailer parking stalls. Mr. Eberle explained that he was basing his requirements on a 19' long vehicle with a 33' foot trailer, which would be necessary for a 28' foot boat. Chairman Turner questioned how many people trailer 28' foot boats. Joe Eberle claimed that there were currently boats in the lot of that size which were hanging out of the current stalls. He suggested angling the stalls 15 degrees and designing the stalls so that they had the room to hang out over the grass. Chairman Turner suggested limiting the size of the boats launched at the village of Fontana launch. President Whowell claimed that today's boats are larger than those for which the parking lot was originally designed. Esswein stated that their plans were based on commonly accepted standards. Eberle requested direction as to how wide to make the stalls. President Whowell recommends making the stalls a minimum of 12 feet wide even if it means that you can only fit a total of 26 boats. Jim Celano of the Geneva Lake conservancy asked if the village of Fontana would give serious consideration to porous concrete pavers. Mr. Celano claims the costs are similar to hard paving systems. Carolyn stated they plan to use concrete pavers for the drive aisle and concrete for the parking areas, but this could be reversed. Joe Eberle stated that the curb and gutter will act as a wheel stop, but that the parking lot can still be designed to allow trailers to hang over the grass. Commissioner Petersen stated that these parking spaces are used by residents in addition to tourists. Trustee Pollitt suggested that the pedestrian path be flipped to better match the route actually used by pedestrians between the parking lot and the boat launch. Carolyn explained that the tot lot will be moved to accommodate the new restroom. Chairman Turner explained that the concept has always been to get back to two-way traffic on Third and Kinzie. Commissioner Petersen and President Whowell believe that Kinzie should not be two-way. Carolyn Esswein pointed out that the design of the parking stalls on the north side of Third Avenue is dependent on the traffic circulation pattern. Joe Eberle further questioned if the boat launch turn around is to be used for all traffic or just boat traffic? Chairman Turner suggested that everything should be two-way after Labor Day or October 1<sup>st</sup>. Craig

Workman suggested using 90 degree parking along the north side of Third Avenue. President Whowell suggests that the through lane be distinguished from the rigging stalls in the boat launch turnaround. Craig Workman indicated that replacement of the parking meters with a ticket system is still under consideration.

### **Boat Launch Turnaround**

Chairman Petersen suggests removing the Blue Spruce to accommodate the plan and installing substantial replacement trees. Chairman Turner suggests that Pioneer Park be staked with the outline of the current plan. Mr. Eberle explained that the anticipated turning radius required the shift of the turnaround to the north. Commissioner Petersen explained that people launching boats will not be pulling into the rigging area before launching. They will only be pulling straight into the rigging area as they leave the boat launch.

Carolyn stated that they are not showing the parking along the wharf because the spaces do not meet the standard size requirements. She stated that if we were to make them standard parking stalls the street would be reduced to a single lane. President Whowell expressed concern that a single lane would cause problems for delivery trucks in the area. Esswein questioned the use of the park house area. Joe Eberle claimed the design would work for unloading if the Park House building was removed. Chairman Turner requested that PDI develop a future drawing with the park house removed if it would allow us to solve the traffic and parking issues.

### **Third Avenue & Lake Street Intersection**

Mr. Eberle claimed that there is not enough public land available to install a legal sidewalk in the intersection. He further explained that the planters on the southwest corner are on private property and make it difficult to build an ADA compliant sidewalk. Commissioner Petersen stated that the entire street from the corner of Third and Reid, to the Launch Ramp, to the Beach House should be designated as a pedestrian area if possible. Carolyn explained that the planter boxes were not addressed because they are not located on public property. Whowell questioned if we could treat the whole intersection as a crosswalk. Eberle explained that we still do not have enough room to accommodate the necessary ramps at the curb.

### **Pioneer Park Restroom**

Commissioner Wilson claimed to see no need for restrooms in Pioneer Park based on the fact that we are building a brand new bathroom in Reid Park. Esswein notes that any restrooms will have to be ADA compliant. Mr. Eberle stated that it would be possible to build a unisex bathroom as long as it was ADA compliant. Commissioner Chanson suggested that we could install signage directing people to use the bathrooms in Reid Park.

Whowell questioned if the area north of the boat launch was to be addressed with regards to landscaping and the location of the launch control booth. Turner suggested to PDI that they should be doing detailed plans of the area north of the launch. Trustee O'Connell stated the Harbor Master would prefer that the control booth remain in its current location. Eberle warned that a permanent building on the lakefront would require a permit from the DNR. Turner suggested that Workshop Architects should be asked to look at new designs for all of the control buildings located at both the parking lot and the lakefront.

### **Building, Site and Operational Plan Filed by David and Susan Hurkman for Fontana Jeweler, 553 Highway 67**

McHugh explained that the Hurkman BSOP was being presented to the CDA in accordance with the resolution which requires CDA review and recommendation of projects located within the Redevelopment Area. McHugh provided a brief background of the project. The former Betty's Golden Leash was recently purchased by David and Susan Hurkman in order for their son Eric Hurkman to operate a Jewelry Store. Eric Hurkman introduced himself and reviewed his plans for the property. Mr. Hurkman indicated that the existing deck in front of the building is beyond repair and they intend to replace it with cedar type decking and a cedar railing. The cedar shake shingles will remain intact and they are having a new sign created by 'A Sign of the Times'. The proposed

sign will be green with gold lettering. He plans to paint the front of the building a tan or a beige that will complement the cedar color of the deck. He plans to install white siding on the side of the building. The retaining wall will be removed and/or repaired and could be covered with a stucco type textured finish. Commissioner Wilson questioned the lighting plans. Turner suggested that the new lighting on 67 should be considered. Petersen requested that Mr. Hurkman review the Village lighting ordinance before installing the 500 watt lighting fixture indicated on the plans. McHugh explained that the Hurkmans still need to go in front of the Plan Commission on August 29<sup>th</sup> for review and approval of their Building, Site and Operational Plan. Hurkman explained that one of the options is to grass in the easement area between his building and the Titan real estate building. Turner / Chanson 2<sup>nd</sup> made a MOTION to approve the Building, Site and Operational Plan filed by David and Susan Hurkman for the building located at 553 Highway 67 and suggested that the Hurkman's work with Mr. McHugh and the Façade Improvement Program, and the MOTION carried without a negative vote.

### **Façade Improvement Program**

McHugh presented the draft of the proposed Façade Improvement program, The program is based on the Shorewood program originally brought forward by Commissioner Wilson. Turner / Chanson 2<sup>nd</sup> made a MOTION to approve the Façade Improvement Program as presented with the condition that the program limit is set at 25% of the cost up to \$10,000, and the MOTION carried without a negative vote.

### **Hildebrand Conservation Easement**

Jim Celano explained that he had spoken with Mr. McHugh and that all they we are waiting for is an updated legal description to complete the conservancy easement on the Hildebrand Property.

### **Executive Director Report**

#### **Novak**

McHugh introduced Mr. Pete Novak and stated that he had recently purchased the building at 158 Fontana Boulevard (Formerly the Schnupp's Restaurant). Mr. Novak indicated that they have already started to clean up the inside and outside of the building. Novak explained that there is a one-bedroom and a three-bedroom apartment upstairs. He recently had the deck painted and the railing repaired. He is going to the Plan Commission to get permission for a patio area that will incorporate the same concrete pavers the CDA has chosen for the Highway 67 Project. He hopes to serve food out on the patio eventually. Novak explains that he plans to operate a deli as opposed to a full-blown bar/tavern. He is currently working with Boar's Head meats to be a distributor.

### **Approval of Current Payables**

Commissioner Bliss questioned if the pay requests from the Mill and Main Street contractors had been reviewed. Craig Workman explained that he had reviewed the Bills. McHugh explained that the pay requests had also been reviewed by Ruckert-Mielke as part of their management contract. Chanson / Bliss 2<sup>nd</sup> made a MOTION to approve the current payables, and the MOTION carried without a negative vote..

### **Lifetime Budget Report – Treasurer Peg Pollitt**

Chairman Turner presented the new report created by Treasurer Pollitt to help the CDA commissioners see the status of the finances. Treasurer Pollitt explained that this new report will become the standard report for the Commissioners. She explained that the estimated costs to complete the projects are based on the numbers provide by Ruckert-Mielke. Once the actual numbers are incorporated, the report will show the CDA where they stand with regards to project financing.

### **Appoint New CDA Commissioner**

Chairman Turner explained to the group the he; Commissioner Petersen, Commissioner Wilson and Mr. McHugh met with Jeff Fisk the Comptroller of Grand Geneva Resort. Chairman Turner and Petersen stated they would recommend him for appointment to the CDA. Commissioner Wilson stated that Mr. Fisk lives in Country Club. Petersen / Wilson 2<sup>nd</sup> made a MOTION to recommend Mr. Jeff Fisk to the Village Board for

appointment to the Community Development Authority, and the MOTION carried without a negative vote.

**Agrecol Response Letter**

Chairman Turner claimed Commissioner Wilson met with the DNR regarding Agrecol's work and everything is proceeding as planned.

**Grant Application Projects – Commissioner Wilson**

Commissioner Wilson explained that there is a grant pre-application being submitted on August 15<sup>th</sup>, with a final application to follow thereafter. The grant is for \$25,000 to fund the work Agrecol is currently doing on the Hildebrand property. The grant is through the Native Plant Conservation Initiative.

**Executive Director Report**

**CDA Formal Review Procedures for Construction within TID #1**

McHugh explained that an ordinance would clarify the process for the Building Department if the current resolution was formerly adopted and codified into the Village Code.

Chanson / Petersen 2<sup>nd</sup> made a MOTION to proceed with the drafting of an ordinance to formally codify the current resolution, and the MOTION carried without a negative vote.

**Duck Pond Land Planning**

Chairman Turner stated that we should already have a preliminary workshop scheduled for October.

**Adjournment**

Commissioner Chanson/Commissioner Petersen 2<sup>nd</sup> made a MOTION to adjourn the meeting at 8:40 pm, and the MOTION carried without negative vote.

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

**APPROVED: 09.06.2005**