

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN

REGULAR MEETING of the COMMUNITY DEVELOPMENT AUTHORITY

(OFFICIAL MINUTES)

Wednesday, October 05, 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, Petersen, Hibbard, Fisk (Bliss arrived @ 6:03 PM)

Commissioners absent: Chanson

Also present: Trustee Ron Pollitt, Sharon O'Brien, Department of Public Works Director Craig Workman, Dan Sheppard & Ryan Trotter of PAR Development, Carolyn Esswein and Amanda O'Keefe of Planning and Design Institute, Brad Drefcinski of BD Design, Jan van den Kieboom of Workshop Architects, Ed Snyder on the Abbey Resort Condominium Hotel.

Visitors Heard

Chairman Turner questioned the audience if there were any visitors who were present to address an issue which was not on the Agenda. It was noted by Commissioner Wilson that Sharon O'Brien had wished to speak but had stepped out.

Fontana Boulevard – Construction Easements

Chairman Turner recognized Mr. Ed Snyder and requested an overview of the status of the construction easements being requested from the Abbey Resort Condominium Hotel by the Village. Mr. Snyder explained that they would like to see more definitive engineering plans showing specific construction details of the project. In addition, they are asking the Village to enter into a Cost Recovery Agreement so that they can have their professionals review the request. Ed stated that in order to save time and money, they would like to see an explanation of the plan from our engineer. Chairman Turner informed the group that the Abbey has already submitted a cost recovery agreement to the Village, and he gave a brief overview of the typical cost recovery arrangement. Chairman Turner reminded Mr. Snyder that the Village had also requested a Budget, and indicated that the estimates are expected to be reasonable.

Commissioner Bliss arrived at 6:03 PM

Mr. Snyder explained that a committee will be meeting Saturday morning to review the status of the easements. The remainder of the Board of Directors will be meeting on Tuesday to review the situation as well. Mr. Snyder will inform Mr. McHugh of the time for the Tuesday meeting so that he can attend. Chairman Turner directed Executive Director McHugh to guide Crispell Snyder in the preparation of an "engineering statement of necessity" for the requested Easements. Chairman Turner noted that there is planned to be substantial landscaping improvements along Fontana Boulevard that will surely benefit the Abbey. Mr. Snyder asked if there was any additional data that Crispell Snyder could provide, such as full size plans, and Executive Director McHugh assured Mr. Snyder that he would be provided with any information he needed.

Treasurer Peg Pollitt arrived at 6:08 PM

Executive Director McHugh provided a brief overview of the process and the rationale behind the easements. At this time, the project is tentatively moving forward under the assumption that the Village and the Abbey will be come to an agreement regarding the easements.

Revenue Increment Calculator – Treasurer Peg Pollitt

Chairman Turner quickly reviewed the Revenue Increment Calculations, noting the various development projects which are being identified as increment generators. Commissioner Wilson pointed out the terminology difference between the increase in value and the resulting tax increment. Commissioner Wilson contends that the current estimates of project value are conservative. Chairman Turner requested that the Revenue Calculations be adjusted to reflect the proposed Quarry Development and the Shodeen Property.

Full Accounting Statement – Treasurer Peg Pollitt

Chairman Turner reviews the “Wonderful Statement” prepared by Treasurer Pollitt. Over the 23 life of the TID, the worksheet projects a deficit of \$3,645,000. Chairman Turner explains that if we are really conservative, certain projects could always be held in abeyance. The group is reminded that Mike Harrigan of Ehlers and Associates, advised the CDA that it is not inherently bad to be moderately negative. The disadvantage of being too conservative is that if the TID is very successful, you have lost the opportunity to take full advantage of the Tax Increment Financing by not including all of the potential projects. Commissioner Bliss argues that the Village of Fontana taxpayers would not understand if we were to close the TID with a large deficit. Chairman Turner and Commissioner Petersen agree and point out the importance of being prudent as we authorize future projects.

Approval of Current Payables

Chairman Turner reviewed the list of current payables and noted that a majority of the total amount is for the Main and Mill Street projects.

Commissioner Bliss / Commissioner Petersen 2nd made a MOTION to approve the current payables, and the MOTION carried without a negative vote..

Announcements

Chairman Turner announced the upcoming Public Hearing and Joint Meeting of the Village Board, Plan Commission and Community Development Authority on October 24th to consider the Audino Quarry Project (The Cliffs of Fontana). Commissioner Bliss stated that he is concerned with the expectation of action immediately following the Public Hearing. Mr. Bliss stated for the record that there ought to be a delay in the decision-making process so that there is adequate time for discussion of the points that are brought up at the hearing. Chairman Turner concurred that there should never be the expectation that the objective of a Joint Meeting is to hastily approve a project.

Approve Minutes

Commissioner Petersen / Commissioner Bliss 2nd made a MOTION to approve the minutes for the regular monthly meeting held on Wednesday, September 06, 2005 and the Joint Meeting of the Village Board, Plan Commission and CDA held on Wednesday, September 06, 2005 as well, and the MOTION carried without a negative vote.

Mill Street Plaza – Landscaping Agreement

Sharon O’Brien explained that the CDA’s byword has always been “World Class” and that she questions the appropriateness of allowing the CDA’s Flagship Project to be surrounded by landscape timbers in order to solve a grade problem. Ms. O’Brien claimed that the wall was landscaped quickly with plantings that will not provide year round beauty and/or coverage. “Landscaping alone is never going to make it nice.” Ms. O’Brien requested that the CDA ask Mr. Pollard to simply replace the wall. Commissioner Wilson asked Ms. O’Brien if she thought there was a way to rearranges the current plantings, and possibly even add more plants, that would be successful in making it look good. Ms. O’Brien stated that she thinks nothing is going to make it look good. She also stated that allowing the project to mature over time will not solve the problem either. Chairman Turner

explained that the CDA had entered into an agreement with Mr. Pollard to review and possibly replace the wall in a year's time. In the meantime, we could ask Brad Drefcinski of BD design to review the plantings and suggest possible improvements. Commissioner Wilson contends that we should be using the same plants the Village is currently using in the medians on Fontana Boulevard. She asked Brad Drefcinski if he thought it was possible to simply rearrange what was already planted. Mr. Drefcinski states that although he would have probably made different plant choices, he could try to work with what was already there. The biggest problem is the narrow space between the wall and the sidewalk. Chairman Turner asked if we would still have the same problem if we removed the timber wall and Mr. Drefcinski explained that it would still be tight even with a field stone wall. Brad plans to be in town next Wednesday and promised the commission he would attempt to visit the site that afternoon. With concerns being raised regarding Mr. Mr. Pollard's acceptance of Brad's suggestions, Commissioner Wilson stated that she thinks Mr. Pollard would be more than willing to work with the CDA, since it benefits him as well. Following the landscaping discussion, Brad Drefcinski gave a brief overview of the pros and cons involved with installing a stone wall. The two principal issues being cost and lack of space. Chairman Turner directed Executive Director McHugh to meet with Mr. Pollard and Mr. Drefcinski and to get a cost estimate for a stone wall. Commissioner Bliss expressed concerns with the Village's review process and questioned if there was some way to keep problems like this one from occurring in the first place. Commissioner Bliss asked that Chairman Turner send a letter to the Plan Commission describing the group's concerns. As a final note, Chairman Turner points out that the Village of Fontana has timber retaining walls everywhere and asserts that "Beauty is in the eye of the beholder."

TID #1 Infrastructure Projects

Fontana Boulevard – PDI Proposal

Chairman Turner reviewed the proposal submitted by PDI for the planning of the Fontana Boulevard Project. The proposal is to do the Landscape Concept Plans & Design Development Plans. Chairman Turner asked why the proposal did not include CD's (Construction Documents). Carolyn Esswein explained that they would not be able to put together a budget for CD's until they had finished the Schematic Design and Design Development stages of the project. Right now they don't know enough about the specific details of the project to develop a Budget

Chairman Turner explained to those present the planning process from Schematic Design through to CD's. Carolyn Esswein explained that the scope of the Fontana Boulevard Landscaping Project carries it all the way from the Highway to the Abbey Bridge. Per Carolyn, one of the items in the scope is to sit with both the Abbey and Village Staff to review the original landscape proposal for the Boulevard. Chairman Turner explains that we are in the midst of doing the utility project and that the CDA had always planned on doing the landscaping as the next step. Chairman Turner noted that PDI has typically completed their work for less than their original budget. For those present, Chairman Turner clarified that the proposal is an estimate, but that PDI bills on the actual work by the hour and have generally come in under budget. In review of the proposal, Mr. Bliss asked Ms. Esswein if there would be a cost savings realized if the Fontana Boulevard plans remain similar to the original schematic plans and Ms. Esswein claimed that there would be.

Commissioner Bliss / Commissioner Wilson 2nd made a MOTION to approve the proposal from PDI for the Schematic Design and Design Development phases of the Fontana Boulevard Landscaping Project, at a total cost of \$11,200, and the MOTION carried without a negative vote.

Beach House – PDI Proposal

Chairman Turner questioned Ms. Esswein as to why the proposal was so much. Ms. Esswein explained that the proposed design had changed greatly from the originally approved site plan. As such, the first part is to coordinate with Workshop Architects to identify the various alterations and impacts on the original plan. Chairman Turner asked for clarification of exactly what specific area was covered by the Design Development portion of the proposal. Ms. Esswein explained that it is principally the area around the Beach House itself. The proposal covers the development of the

stone walls and the sidewalks, but does not include the originally proposed fountain. Chairman Turner stated that this is a lot of money for such a small project. Mr. Drefcinski of BD Design explained the various segments of the plan that are adding to the cost. They will have to plan and design the circular element on the Lakefront that is going to be different levels of sidewalks and retaining walls, some of which may be structural. Chairman Turner asked how you can have structural elements on the Lakefront. Ms. Esswein explained that those are the very types of issues that need to be addressed. Chairman Turner explained that we should be close to making decisions regarding the initiation of the lakefront buildings. He reviewed the recent Village Board decisions regarding the status of commercial launching, as well as the decision to keep a commercial building in the plans. He asserted that because we now know what the Beach House is going to look like, it would be imprudent to spend such a great deal of money on just one aspect of the lakefront plan. Chairman Turner claimed we should get a proposal to do the Design Development for the whole Lakefront. Mr. Jan Van den Kieboom claimed that we should not wait until we are planning the whole lakefront. There are several items that need to be addressed immediately, to keep the project on schedule. Ms. Esswein stated that if budget was an issue, they could review the scope of the proposal and pull out certain items. Commissioner Bliss requested clarification regarding the appearance of overlap between PDI and Workshop Architect's proposals. Ms. Esswein explained that there was no overlap and that both aspects of the planning stage were necessary. Chairman Turner stated that PDI has always been fair in the past and has consistently come in under budget, and he assumes that the same will hold true in the future. Chairman Turner directed the various professionals to make sure they attempt to do the minimum that's required here in Beach House site work and landscaping in view of the fact that we are going to have to redesign the whole area at some later date.

Commissioner Hibbard / Commissioner Bliss 2nd made a MOTION to approve the proposal from PDI for the completion of Concept Plans, Design Development Plans and CD's for the Site Work and Landscaping elements of the Beach House Project, at a total cost of \$10,300, and the MOTION carried without a negative vote.

Beach House – Workshop Architects Proposal

Jan Van den Kieboom explained the two documents submitted for review. One is a summary of the proposed work, and the other is a standard AIA (American Institute of Architects) services contract. Jan outlined the scope of the proposal. The contract is to complete the architecture, structural engineering, plumbing within 5 feet of the building, and the HVAC plans for the Beach House building recently approved by the Village. The civil engineering component is not covered in this proposal but is covered under Ruckert Mielke's contract. Chairman Turner asked that Mr. Van den Kieboom review the latest budget. Jan explained that the construction portion of the current estimated cost is roughly \$485 thousand. That number includes nothing but actual construction costs for an approximately 1,092 square-foot restroom building with about 2,029 square feet of open veranda. The total square footage of the project is 3,121 square feet. Commissioner Wilson requested clarification regarding the square footage of the original building. Per Jan, it was approximately 1,500 to 1,600 square feet. Jan calculates the pure construction costs of the new building to be about \$154 per square foot. Chairman Turner asked what additional costs need to be added to that number. Jan explained that additional costs for Construction Documents, Permits and Fees, Contingencies, and Equipment would bring the total to about \$605,000. Jan clarified for everyone present that his projected costs do not include any of the site development requirements. He also noted that the estimate does not include the cost of the proposed fountain. Commissioner Wilson stated that she sees how much people enjoy the type of fountain proposed, but it is probably a thrill we can do without for a while if it is a budget issue. Chairman Turner agreed. Commissioner Petersen asserted that we should take this opportunity to rethink the location of the fountain. Commissioner Bliss noted that the originally proposed location could become a security issue since it is located behind the building away from the street.

Commissioner Fisk expressed concern with the fact that the building is 50% over budget and requested clarification of the square foot costs. Treasurer Pollitt questioned whether or not the

estimates incorporate the demolition of the old building. Jan explained that it does, and Ms Esswein explained that the majority of the cost increases are the result of the Village's decision to move the building and abandon the original foundation. Commissioner Wilson asked Jan if his numbers had been reviewed by a contractor. Jan stated that the estimate was based on a line item break-down of the projected costs and the final costs should not be hugely different. Commissioner Wilson noted that it's going to be a beautiful building and that we will never really know until it goes out to bid. Chairman Turner questioned the size of Workshop's fee. Jan explained that he had figured the fee two different ways and that he feels it is actually too low. It is a small building but it has a great deal of detail. Commissioner Wilson stated that it is not so much the fee, but the overall cost of the building that is causing the concern. Chairman Turner asked why there were costs assigned to the stone wall in the building estimate. Per Jan, the portion of the stone wall referred to in the cost estimate is an integral part of the structure of the building. Chairman Turner requested that Commissioner Wilson review the plan and identify potential areas for cost savings. Commissioner Bliss noted that due to the intended use of the facility, we should pay careful attention to the choices of materials. With regard to material choices, Jan explained that \$150 per square foot is not that out of line with normal construction standards nowadays. He stated that we could save a couple thousand dollars by substituting the metal roof with a less expensive product, or we could substitute the wood ceilings with a cheaper material. Chairman Turner argued that we will regret it later if we choose to do those types of things. Chairman Turner speculated on the ability to obtain financial assistance from the Village to offset the increase in costs. Commissioner Petersen requested clarification from Treasurer Pollitt regarding the total revenue from the Beach. She stated that the Village collected \$128,000 in total revenue last year from the Beach operations. Chairman Turner asserted that the project should go forward with a condition that a funding arrangement be negotiated with the Village.

Commissioner Hibbard / Commissioner Wilson 2nd made a MOTION to approve the Workshop Architects contract for the new Beach House, with the condition that a request be made to the Village to work out a cost sharing program with the CDA to cover the cost shortfall, and the MOTION carried without negative vote.

Cliffs of Fontana – Planned Unit Development - Update

DPW Workman introduced the representatives from PAR Development for the "Cliffs of Fontana" project. Commissioner Wilson indicated that she had attended the last Plan Commission meeting at which the project was discussed and explained that there is an impression the CDA has already workshop'd with the developer on this project. Chairman Turner explained that the CDA is waiting for the Plan Commission to back with their recommendation of the project. The proper procedure is for the project to go to the Plan Commission first, and they are to make a recommendation back to the CDA. Chairman Turner informed the representative from PAR Development that, as long as there was a clear understanding of the proper procedure, they were more than welcome to make a presentation to the CDA.

Mr. Dan Sheppard introduced himself as the executive vice-president of PAR Development and explained to the group that he had come to give brief update. Executive Director McHugh explained that his primary goal of having PAR Development present at tonight's meeting was to make sure the CDA was not seeing the final project for the first time at the Public Hearing on October 24th. It also would allow the CDA an opportunity to make comments, as well as raise any concerns with the project, in advance of the Public Hearing. Executive Director McHugh reviewed the various plans contained in the Commissioner's packets and gives a brief history of the Quarry Project. The last time the project appeared before the CDA was March. Mr. Sheppard provided a brief overview of the proposed project. It has a total of 66 duplex units in 33 buildings. A small pool house and pool have been added to the site at the rear of the property. The entrance drive is being proposed as a public street, but the rest of the roads within the development are to be private. They have gone through a complete redesign in the last week to accommodate several issues raised by the Plan Commission. Mr. Sheppard reminded the group that the site is zoned for both commercial and residential use. This project is going to be residential only. There was an issue at the Plan

Commission regarding the number of students this development would provide the school district. They are currently projecting 15. Reports suggest the total would be 18 if the units were all single family detached dwellings. In the redesign, they eliminated 10 more feet off the top of the slope behind the project in order to provide for larger yards behind the units. They also staggered the alignment of the units so that they were not all lined up along the street. Mr. Sheppard explained that he did not have the latest redesigned plan with him, because it was still being finalized. They are proposing 4 different unit types. Within each unit type they have 3 different elevations and as a result they will have 12 different styles of housing within the development. Mr. Sheppard promised the group that they will be producing a street elevation showing the different elevations. Their desire is to avoid monotony. They are stepping the units down the slope to break up the façades. The street is about a 3% grade. They are going with two different types of brick material, as well as a cedar siding material in different color combinations, on building fronts. The buildings will all be a minimum of 15 feet apart, and most will be 20 feet apart. They are planning to locate a “tot lot” back in around the pool area and they plan to make park donations as well. The plan is to screen the entrance. Mr. Sheppard explained that PAR Development typically over-landscapes their units.

Mr. Sheppard explained that they were going to accommodate a few side-load garages at the request of the Plan Commission. Based on the engineering demands of the site, they will only be able to accommodate 8 side loaded garages. Commissioner Bliss requested clarification on the number of units. Once clarified as a total of 66 units by Mr. Sheppard, Chairman Turner requested an explanation of the difference between “could be” and “would be”. Mr. Sheppard stated that a total of 8 side load garages “could be” included in the final plan. It was explained that the rear entrance to the site would be for emergency access only. It is not wide enough for a full size street by Village standards stated Mr. Sheppard. Chairman Turner asked what they proposed to do with the cliff behind the project. Commissioner Wilson wondered how they would be able to accommodate a path up the cliff to Duck Pond. Per Mr. Sheppard, they have to reduce severity of the cliff in order to bring it back to the proper angle of repose. They subtracted 10 feet from the originally proposed slope. Commissioner Wilson asked if the public path would be ADA Compliant. Mr. Sheppard stated he would have to check on that. The landscaping concept for the slope at the rear of the project is that it be all natural vegetation. They plan to utilize plantings which do not need to be mowed or maintained. Mr. Sheppard stated that he anticipates average sale prices between \$550,000 and \$650,000 per unit. He stated again “..these are nice units.” Commissioner Wilson directed Mr. Sheppard to make sure they coordinated the path along STH 67 with PDI. Commissioner Fisk questioned if they were anticipating year round residents. Mr. Sheppard stated that he expects the buyers will most likely be 6 to 9 month residents. With regard to landscaping, Mr. Sheppard stated that they plan to utilize a lot of boulders, hence the name “Cliffs of Fontana” – no timber retaining walls. Commissioner Fisk requested clarification of the square footage. They are going to range from 2,100 to 2,300 square feet, stated Mr. Sheppard. Units will typically have finished basements; some English basements and some walkouts. Back to the issue of a second access to the property, Mr. Sheppard explained that they are limited to only 18 feet wide which becomes an issue for two cars passing each other. Mr. Sheppard contends that because they have only 66 units, and perhaps a total of 120 potential cars on the entire site, they should not have a real need for a second access. Also, because they have designed the entrance as a divided road, an accident will not completely shut down access to the site. Mr. Sheppard did state that he had met with property owners on Main Street for the purpose of acquiring a piece of land for a second entrance but had not met with any success. Mr. Sheppard closed the presentation and told the Commissioners that he would see them on the 24th.

Mill Street Plaza Project – Amended Development Agreement

Executive Director McHugh explained that the Village Attorney had felt it was necessary to amend the original agreement. Technically, Mr. Pollard was supposed to close on the property back before July. Due to a variety of issues, the contract was amended to move the final closing date to February, 2006. Attorney Thorpe prepared the revised document and it was executed as part of the recent closing on the Town-Home parcel.

PRESENTATIONS

PDI Presentation

Carolyn Esswein provided a brief overview of the current projects. She explained that they were here tonight to review the status of Third Avenue, the Boat Trailer Parking Lot, the Tot Lot and the Highway 67 project.

Third Avenue Landscaping

Per Carolyn, no changes had been made to the approved plan for Third Avenue. They are working with the Park Commission to finalize the details.

Boat Trailer Parking Lot

PDI has made the changes that were discussed at the last meeting with the CDA. Concrete pavers are now being utilized at the entrances only. The same concrete pavers are already in use in the Mill and Main Street projects. More open space and planting area has been added. Carolyn reviewed the fencing and layering concept around the parking lot. They are utilize low shrubs to add to the garden concept they are striving for. They are working with Ruckert Mielke to determine if the fence along the southern boundary of the parking area may inhibit the ability of vehicles with trailers to navigate around the corner. If it does, they may need to shift everything slightly north. They have added the location of the control booth to the plans and verified it is not located within the vision triangle. Chairman Turner relayed a suggestion from the CDA staff meeting that perhaps the control booths could be designed to resemble small light houses, and Executive Director McHugh explained that he had relayed that idea to Workshop Architects. Carolyn questioned if the group wouldn't rather see something similar to the Beach House or the Restrooms in Reid Park. Commissioner Hibbard questioned if the control booth's location on the corner would make it difficult to properly monitor the parking lot. Commissioner Bliss also questioned the logic of placing the control booth at the intersection. Commissioner Petersen stated that the plan as designed would now necessitate two people to properly run the parking lot operation. Chairman Turner suggested that the final decision regarding the location of the control booth be left up to the Lakefront and Harbor Committee. Commissioner Wilson agreed. Commissioner Bliss requested that the primary purpose of the control booth be considered as the location is determined – "it is there to administer and monitor the parking lot."

It is explained that the Design Development is practically finished and the CD's (Construction Documents) are being completed by Ruckert Mielke. Per Carolyn, the next step is to select the fence style. They are anticipating 4-foot stone piers with concrete caps and wrought iron fencing between the piers for visibility. The current plan includes a continuous stone wall along Fontana Boulevard. Carolyn runs through a brief power-point presentation showing the various stone walls found throughout the Village. Jan explained that they have sent the Beach House Plans to a quarry they work with. They should be receiving cost estimates for the stone wall details included in the Beach House Building and they will share that information with us. Currently PDI is planning a 20-foot span between the stone piers. They could always reduce the number of piers needed by just specifying a decorative wrought iron with stone piers in the corners only. Carolyn reviewed TIF budget numbers from 2002. The original stone fence for Fontana Boulevard along the Beach was projected to cost \$170,000. Based on the current design, the cost could easily be double that. Commissioner Wilson expressed concern that, if you space the piers too far apart in order to reduce costs, it will not look right. Chairman Turner requested clarification on the pier costs. Carolyn stated from conversations with Workshop Architects that they could easily run up to \$1,000 to \$2,000 each. However, that is not a firm number yet. Commissioner Wilson asserted that we should concentrate on quality and not quantity when it comes to the use of stone elements throughout the redevelopment area. It was asked if the fence around the Boat Trailer Parking lot was really necessary, and Carolyn explained that Brad had incorporated the fence into his landscape layering concept around the perimeter of the parking lot. Brad Drefcinski maintained that the stone fence

should at least be retained at the corners. Chairman Turner agreed and thought it would be wise to keep some open space along the sides. Commissioner Petersen expressed concern with people potentially damaging the stone fence piers with their cars. Commissioner Fisk asserted that we should invest in the areas that people are going to enjoy, areas where it will leave a lasting impression. He sees no reason to spend a great deal of money installing fencing where people won't be able to see it and/or enjoy it. On a final note, Carolyn informed the group that they are still working with Ruekert Mielke to decide on several of the final details, such as the locations of the handicap stalls.

Reid Park / Little Foot Playground

Carolyn reviewed the proposed location of the path from Pioneer Park to the new restroom facility. It is now planned to run along the row of small Arborvitae. It will require the removal of the small Crab Apple trees. Chairman Turner asked what the Park Commission's decision was on removing the small Crab Apple trees. Carolyn explained that they were against it, but that without removing the trees there would be no location for a path to the new restroom facility. Commissioner Petersen stated that he walks that area nearly everyday and that people already use that path as a cut-through the park. Commissioner Bliss asked how many of the small trees would need to be removed. Mr. Drefcinski stated it would probably be all of them. He explained that they are pretty small, but because the crowns are so low that you can't trim them up. He also added that they were originally planted to close to the Arborvitae. Chairman Turner asked if they could be moved and saved. Mr. Drefcinski answered that it would be difficult to get equipment in there. Commissioner Petersen asked if the pending construction of the lift station would open up the area enough to get a tree spade in to remove the Crab Trees. It is explained that it might. Carolyn reminded those present that PDI has almost doubled the amount of trees in the plan. She also stated that she feels the path is a priority. Commissioner Fisk stated that it sounds as if we already have a path in place; it just hasn't been formally constructed yet. Carolyn reviewed the plans for a new swing set. The existing 6-seat swing set is to be replaced with a new 4-seat unit. It is explained that the existing set is in bad shape may not be salvageable. Commissioner Wilson asked if the new location of the swing set will cause safety issues with the use of the baseball diamond. Brad stated that he had measured the distances. The old swing set location is 220 feet from home plate. The new location is only 180 feet from home plate. Commissioner Wilson requested that the Crab Apple trees be used to screen the new location, if they can be saved and moved. Mr. Drefcinski reviewed the current tree selections. Commissioner Bliss expressed concern with "Dirty Trees." Brad explained that there are very few trees which combine all of the necessary characteristics. Very few trees do everything well; such as not littering, accommodating urban stresses and still looking nice. Chairman Turner requested clarification as to when the project was going out to bid. January according to Carolyn.

State Highway 67

Brad stated that he had been out and measured the private property areas impacted by the Highway 67 project and is working on concept landscape plans. He has also been working with Roy Diblick to complete the selection and placement of plantings within the Highway 67 medians.

Duck Pond

Carolyn reviewed the history of the Duck Pond planning efforts to date, and handed out an exhibit showing the entire Duck Pond area. The sizes and uses of the different areas were indicated on the exhibit. She explained that their primary focus was the area on the north side of the site. Chairman Turner explained for those present the thought process behind adding the Duck Pond land to the TID. The area contains some of the most blighted lands in the Village. Commissioner Wilson asserted that area #7 on the exhibit would be perfect to sell to someone who wishes to build a corporate headquarters for a software development type company, or an elderly care facility. Commissioner Petersen raised concern with the fact that the land is the former site of the Village Dump. Chairman Turner introduced the concept of developing area #7 into a commercial and professional park. Chairman Turner mentioned that DPW Workman had expressed desires to industrialize the current mulching activities which occur in area #1. He stated that there is no question that people that love the area and that there is a real opportunity to do something with area

#1, while still maintaining the dog trails people use right now. One of the big issues will be incorporating the Department of Public Works and their future use of the site. Carolyn explained that it is a very linear site – long and thin – which will require some thought with regards to design. PDI is going to find some examples of professional parks that are linear and look at the types of architecture that was used. Per PDI, the Village has the opportunity to do something unique. Carolyn identified what she would consider to be the next steps: Meet with DPW Workman and his group to identify their needs. Set up a workshop with the Park Commission and the CDA. Develop an overall master plan and begin the process of determining building and site layout, as well as addressing issues such as traffic circulation and parking. One of the challenges of the design will be to reduce the potential traffic impacts on Highway 67. Chairman Turner stated that the next step should be to have a Phase One Environmental Assessment performed. Commissioner Wilson explained that she and DPW Workman had met with a firm for that exact purpose about a year and a half ago. Chairman Turner directed the staff to get a quote for preparing the necessary assessment. Chairman Turner also suggested that staff begin identifying marketing firms the Village could use to attract quality businesses to the area. Commissioner Petersen suggested that Mr. Joe Eberle, of Ruckert Mielke, should be looked to for direction. Commissioner Wilson suggested that attorney Hank Gempler would be a good source of information due to his extensive TIF work. Chairman Turner stated that what the community truly needs is quality jobs. Unless the Village wishes to be a bedroom community we have to create jobs, he explained. Jan van den Kieboom inquired as to whether or not the group has ever considered the concept of a performing arts center as a way to encourage economic development. Chairman Turner explained that Aurora is hot on the trail of doing a major performing arts center at the Aurora Campus. Commissioner Bliss expressed a concern that the CDA is creating a great deal of development. He is concerned with the pace and the quality and proceeded to list the various developments that are currently in the planning and development stages around the region. Commissioner Bliss suggested that perhaps we should just turn the land up at the Duck Pond into a nice refuge from the development that is going on. He thinks we should be very cautious and careful about the type of development we encourage. He further stated that he is not interested in doing a massive, high-density development up at Duck Pond, but does think that there are some areas you could use for quality development. Chairman Turner agreed and stated that we should be able to leave a great deal of the area intact while at the same time bring some quality workplace to the community. Commissioner Wilson maintained that area #7 would be a prime candidate for development, but that area #1 should remain undeveloped. Commissioner Bliss encouraged the group to consider the additional impact of the 66 units being proposed in the Quarry on the Duck Pond Recreation area. Chairman Turner asserted that if anything is done up at Duck Pond, it will have to be an arrangement similar to what was worked out for the Mill Street Plaza Development. The plan would be to generate enough increment such that a portion of the property could remain undeveloped. Chairman Turner polled the members present for their opinions: Commissioner Petersen explained that the idea of development in area #7 appealed to him because it is the site of the abandoned Village Dump and should be cleaned up. Commissioner Hibbard stated that we should get the environmental assessment done first and then decide on how to proceed with any development from there. Commissioner Fisk contended that a lot of what we are suggesting is not truly development. It is hard to entice someone to come in and build a park. He also asserted that future development should find a way to entice some year-round residents.

Workshop Architects Presentation

At Chairman Turner's request, Jan van den Kieboom begins an update of the various projects on which they are currently working on:

Beach House Project – Update

Jan explained that their plan is to complete the Construction Documents by the end of the month and that everything is on track. The “critical path” item is the submission of the Chapter 30 Grading Permit to the WDNR. In order to facilitate timely submittal, Ruckert Mielke has committed to working on Workshop's same schedule and also plans to get their documents done by the end of the

month. The Chapter 30 Permit will govern when construction can commence. Jan stated that February 1st is the current projected date for the start of construction. He explained that the Village has two options: One – bid it before the end of the year. Two – wait until January to bid the project. Once the project goes to bid, the contractors will be able to provide some feed back regarding the proposed schedule. Specifically, if the project starts by February 1st, will they be able to get it done by July 1st. Commissioner Hibbard questioned if there would be any issues with working through the winter. Jan explained that it could always be an issue depending on the severity of the weather. He then provided a brief overview of the initial construction schedule for the project: First, there would be the demolition, then the contractor would drive the piles, then once the piles are done, they would excavate and pour the grade beams that go over the piles. Finally, once that cures, they would be able to start the construction. Chairman Turner noted that the Beach will still be there, but for a couple of months we would have to utilize port-a-potties and probably have to bring in a small trailer to house the staff that runs the Beach. Jan explained to the group that the new location of the building created conflicts with the storm and sanitary utilities. Contributing further to the costs is the current rate of inflation in the construction industry. If inflation was like it was a couple of years ago, at 3%, it wouldn't be such a big deal to postpone the project. Jan briefly reviewed the complete plan set with the group - page by page. It is noted that there is not a lot of functional lighting in the building, but the intention is to be able to light it at night. Jan recommended that the stone walls on the building's facade use a finished face while still retaining the boulder stone look. The plan is to use something midway between a very formal cut stone wall and a very rough boulder stone wall. It is explained that the partitions between the bathroom stalls are hung from above so that the entire facility can be hosed out. Commissioner Petersen inquired as to whether baby-changing stations are included. Per Jan, they are included and will be bolted to the wall. Commissioner Hibbard questioned what they have done in the design to lessen the chance of damage from Vandalism. Jan indicated that they used very heavy duty fixtures and that they should be fairly vandal proof. Jan stated that it becomes an issue of cost. For example, they are specifying a standard, commercial grade, heavy duty porcelain toilet that costs maybe \$500. If they were to use a stainless-steel prison grade fixture it would cost \$4,500.

TID #1 Infrastructure Projects

Highway 67 - Update

DPW Workman stated that everything is moving along well with the Highway 67 project.

Mill & Main Street - Update

DPW Workman stated that the Main and Mill Street projects are basically complete.

Pay Requests

DPW Workman presented Pay Requests from Ruckert Mielke for Mann Brothers and Odling which were received by the Village today. Chairman Turner asked if the Pay Requests had been reviewed by both Craig and Ruckert Mielke and Craig indicated that they had been reviewed and that he recommended paying both of them.

Commissioner Hibbard / Commissioner Petersen 2nd made a MOTION to approve the Pay Requests from Ruckert Mielke on behalf of Mann Brothers, Inc. for \$122,001.85 and Odling Construction, Inc. for \$26,923.50, and the MOTION carried without negative vote.

Fontana Boulevard - Update

DPW Workman explained that they are right now in the process of doing some redesign on the Fontana Boulevard Project. DPW Workman explained that he and Executive Director McHugh had met with the Abbey approximately two weeks ago and showed them the project and asked kindly for some temporary easements. The Abbey was not in favor of the originally proposed utility location. They expressed concern that the project, as designed, could cost the Abbey revenue losses upwards of seven figures. DPW Workman stated that Crispell Snyder is currently redesigning the entire project from Douglas Street all the way east. It is being redesigned so that all of the pipe is located

on the north side of the Boulevard. Due to the redesign, the bid opening date has been postponed to the 20th of October. The newly redesigned project will still require some easements from the Abbey. Workman relayed a commitment from the Abbey that if the project was redesigned, we would not have any problem acquiring the necessary easements from them. Executive Director McHugh explained that the project engineer had forwarded information to attorney Mike Orgeman, who is working on behalf of the Village, for the preparation of the necessary easement paperwork.

Mill Street Plaza – Landscaping Agreement

While this topic was already touched upon earlier in the meeting, Executive Director McHugh provided a brief history of the landscaping agreement that is now in place between Mr. Pollard (FairWyn Development) and the CDA, regarding the potential replacement of the timber retaining wall in front of the Commercial Building.

Mill Street Plaza – Amended Development Agreement

Executive Director McHugh explained attorney Dale Thorpe's reasoning behind amending the existing agreement with Mr. Pollard. The new agreement accurately reflects the agreed upon schedule for closing on the remaining parcels of land.

General Business

Hildebrand Conservancy – Status of Conservation Easement

Executive Director McHugh explained that PDI was currently working on an exhibit for the Conservation Easement and that Attorney Thorpe was revising the actual document.

Hildebrand Conservancy – Wetland Staking

Executive Director McHugh explained that the wetland staking had been completed and it had been surveyed by Ruckert Mielke. The survey results should be submitted to the Village shortly.

Agrecol Proposals – Mill Street & Abbey Property

Executive Director McHugh explained that both of the proposals were included for information only. The plan is to take them to the Park Commission for a recommendation. The proposal for the Native Plant Restoration on the Abbey Property is being considered in conjunction with the current request for construction easements along Fontana Boulevard. Executive Director McHugh explained that the original concept of Native Plant Restoration on the Abbey property was suggested in the Environmental Master Plan prepared by Cedarburg Science.

Chairman Turner asked Brad Drefcinski of BD Design why Agrecol is giving us a bid to do work on Mill Street, at the entrance to the Hildebrand property. Mr. Drefcinski explained that he has been working with Steve from Agrecol. He stated that Agrecol should spray and get rid of the weeds and invasive plants on the site. Executive Director McHugh explained that the \$43,000 proposal includes the plantings, the restoration, the planned burnings, as well as three years worth of maintenance, mowing, etc. This is the entire project for the next four years. Commissioner Wilson asked how Agrecol would know what to plant, if Brad has not yet prepared a Landscape Plan. Mr. Drefcinski maintained that Agrecol might be jumping the gun a little bit. Chairman Turner questioned if PDI and Brad are under contract to design the entrance to Hildebrand Park. Carolyn explained that they are not under contract to take the project all the way through Construction Documents. Executive Director McHugh explained that the proposals had been originally requested by the Park Commission months ago. Chairman Turner directed Executive Director McHugh to coordinate the project between PDI, BD Design and Agrecol.

Executive Director Contract

Chairman Turner reviewed the basic structure of the proposed contract. The contract basically starts out with the Job Description which was used in the advertising for the position. Commissioner Petersen explained that it is the same contract that is used with all of the officials that work for the Village of Fontana. Executive Director McHugh explained that the contract is still subject to review

by counsel. Chairman Turner noted that the Village no longer covers 100% of medical insurance for its employees. It is now an 80/20 split. Chairman Turner pointed out that the contract calls for a review in 6 months.

Commissioner Petersen / Commissioner Wilson 2nd made a MOTION to approve the contract with Joseph McHugh for the Executive Director position, subject to review by the Village Attorney, and the MOTION carried without negative vote.

Grant Application Projects

Commissioner Wilson explained that the WDNR Lake Management Planning Grant is no longer being pursued. She stated that the grant application for the NFWF Native Plant Conservation Initiative had been submitted.

Executive Director Report

Pottawatomie Stormwater Management Project

Executive Director McHugh explained that the grant writing proposal from Ruekert-Mielke is one part of the project to address the stormwater issues within the Village, specifically along Van Slyke Creek. The proposals from Agrecol were also a result of the current stormwater planning efforts. He further explained that Ruekert Mielke has presented a proposal to prepare a grant application for the WDNR's Non-Point Source and Stormwater Management grant program. The total cost proposed for the preparation of the application is \$3,100. Commissioner Wilson relayed to the group that she had spoken with Mr. Pete Wood of the WDNR who had informed her that the Village of Fontana would probably have difficulty winning planning grants. Exec. Dir. McHugh explained that he had also spoken with Mr. Wood and had been advised that certain items were in Fontana's favor, such as the fact that Lake Geneva is considered such a high-quality water resource. DPW Workman mentioned that the WDNR just awarded the Village money for stormwater planning in Indian Hills. The grant application was written for the Village last year by Strand. Craig rewrote it this year with the help of Leesh Environmental and was successful. Chairman Turner pointed out that the Village tends to be more successful in obtaining grants in situations where the Village has paid to have them prepared. Chairman Turner suggested approving the proposal and moving forward with Ruekert Mielke, subject to a preliminary examination of the Village's actual chance of success. Executive Director McHugh next reviewed a proposal submitted by Cedarburg Science for general grant writing activities, which would actually cost \$400 more than Ruekert Mielke for the current grant. Executive Director McHugh stated that Ruekert Mielke appears to be better qualified for this project, and they are also the better deal financially.

Commissioner Petersen / Commissioner Bliss 2nd made a MOTION to accept the proposal for a total of \$3,100 and authorize Ruekert Mielke to complete the WDNR Non-Point Source and Stormwater Planning grant application, subject to a preliminary assessment of the Village's chances of success before moving forward, and the MOTION carried without negative vote.

Strand Watershed Summary Study

Executive Director McHugh explained that both Pete Wood of the DNR and Ted Peters of the Geneva Lake Conservancy suggested that the Village have a Watershed Summary prepared as the first step in the stormwater planning process. Because the Village already has a General Services Agreement in place with Strand as the Village Engineer, they should be able to do this type of work very quickly. McHugh explained that Mike Bridwell (Strand) had indicated that the summary would cost approximately \$3,000. Chairman Turner questioned why the Village would not have Ruekert Mielke prepare the summary since they are already preparing the grant application. Exec. Dir. McHugh indicated that the \$3,100 proposal from Ruekert Mielke does not include cost to prepare an actual summary. DPW Workman explained that although they will not prepare a complete stormwater summary, they will have to develop at least preliminary information. Exec. Dir. McHugh explains that the summary would just be the first step towards preparing a complete stormwater modeling study of the Van Slyke watershed. Commissioner Wilson expressed her impression that a study of this nature would cost much more. DPW Workman explained that the Ruekert Mielke Grant would hopefully allow the Village to obtain the funds necessary to do the full blown

stormwater study. Chairman Turner stated that we should simply move forward with the grant application and notify the adjacent property owners, such as the Abbey, that we have started the process. Chairman Turner suggested that Exec. Dir. McHugh contact Ruckert Mielke and make sure that they include a basic watershed summary as one of their work products. No watershed summary will be requested from Strand.

Review CDA Meeting Schedule

Chairman Turner reviewed the proposed 12 month meeting schedule with the CDA and received no comments and/or objections.

Pending Items

Novaks' – Facade Improvement Application

Commissioner Petersen expressed concern that the pillars being installed in front of the new Novaks' restaurant are blocking the line of sight down Fontana Boulevard to the Lake. Commissioner Wilson questioned whether or not the project has a Building Permit on file. Executive Director McHugh stated that there was a permit on file and that it would be reviewed to make sure it is valued at less than \$10,000.

CDA 2006 Budget

Chairman Turner quickly reviewed the CDA's 2006 Budget. Executive Director McHugh explained that other than fairly consistent administration costs, the majority of the upcoming expenditures are pure project costs. The total budget for next year is approximately \$10 million dollars.

Adjournment

Commissioner Petersen / Chairman Turner 2nd made a MOTION to adjourn the meeting at 9:23 pm, and the MOTION carried without negative vote.

Minutes prepared by: Joseph A. McHugh, Executive Director

APPROVED: 12.07.2005 - CDA