

VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN

---

**REGULAR MEETING of the COMMUNITY DEVELOPMENT AUTHORITY**

---

**(OFFICIAL MINUTES)**

**Wednesday, June 07, 2006 @ 5:45 PM**

Chairman Turner called the regular meeting of the CDA Board to order at 5:51 pm in the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

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

**Commissioners absent:** Fisk (arrived @ 5:58 pm) and Bliss (arrived @ 6:02 pm)

**Also present:** Executive Director Joseph McHugh.

**Announcement for CDA to Consider Going Into Closed Session – Chairman Turner**

Chairman Chanson/Commissioner Petersen 2<sup>nd</sup> made a MOTION for the CDA to go into closed session pursuant to Chapter 19.85(1)(c) Wis. Stats. “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility”- specifically: **The CDA Executive Director.**

Hibbard – Yes

Petersen – Yes

Wilson – Yes

Chanson – Yes

Turner – Yes

The MOTION carried on a 5-0 vote, with Commissioners Fisk and Bliss not yet at the meeting.

**Executive Director McHugh left the closed session meeting @ 5:52 pm.**

**Commissioner Fisk arrived and entered the closed session meeting @ 5:58 pm.**

**Adjournment**

Commissioner Petersen/Commissioner Chanson 2<sup>nd</sup> made a MOTION to adjourn the CDA’s Closed Session at 6:01 pm and to reconvene in open session, and the MOTION carried without negative vote.

**Commissioner Bliss arrived @ 6:02 pm.**

The meeting room was opened and Chairman Turner announced that the Community Development Authority was back in open session at 6:02 pm.

**Also present:** Carolyn Esswein and Amanda O’Keefe (PDI), Brad Drefcinski (BD Design), Trustee Ron Pollitt, Laurie Larson (Park Commission), Carol and Jamie Whowell, Village Treasurer Peg Pollitt, Library Director Nancy Krei, Director of Public Works Craig Workman (arrived @ 6:10 pm), Kevin Kirkland (arrived @ 6:32 pm), and Stu Bagni (arrived @ 6:45 pm).

**Executive Director Review / Employment Agreement**

Commissioner Chanson/Commissioner Petersen 2<sup>nd</sup> made a MOTION to adjust the Executive Director's salary to \$55k, effective June 01, 2006, and to eliminate the current "probationary" employment status, and the MOTION carried without negative vote.

**Visitors Heard**

Chairman Turner asked if any visitors wished to be heard. No response was received.

**Announcements**

Chairman Turner reviewed the announcements listed on the agenda.

**Approve Minutes**

Commissioner Chanson/Commissioner Petersen 2<sup>nd</sup> made a MOTION to approve the minutes for the regular CDA meeting held on May 3<sup>rd</sup>, 2006, and the MOTION carried without negative vote.

**Approval of Current Payables**

Executive Director McHugh introduced the list of current payables totaling \$521,951.01.

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

**2006 Series Bond Issue – Update**

Chairman Turner notified those present that there was a problem with the 2006 Bond Sale, which was to have occurred earlier on the day of the CDA's meeting. The sale has been rescheduled for the next day. He noted that the current rates were 4.15%, which were quite a bit lower than the 4.65% originally projected.

**Finance Reports**

**Full Accounting Statement**

Chairman Turner introduced the Full Accounting Statement and requested clarification on the Value Increment projections incorporated in the statement. Executive Director McHugh explained that the Increment Projections had not change since the previous month, because the Village was still waiting for the new property assessment numbers from the assessor. Chairman Turner requested that updated numbers be included for the next regular CDA meeting. Executive Director McHugh noted that the increment projections had already been reduced to reflect the nothing more than the actual sales price for the former quarry property. Chairman Turner asked how much development had been projected for the block of properties on Third Avenue. Executive Director McHugh stated that the potential development was being projected at approximately \$4 million. Commissioner Bliss expressed concern about predicting any development along Third Avenue when there are currently no plans on the table for the property. Chairman Turner highlighted the fact that that there was money budgeted for "Redevelopment" which would not be spent if the proposed development did not occur.

**Year End Financial Statement**

Treasurer Pollitt introduced the CDA's Year End Financial Statement for 2005. The report is required to be submitted to the representatives of each of the participating taxing jurisdictions by May 1<sup>st</sup> of each year.

Commissioner Petersen/Commissioner Chanson 2<sup>nd</sup> made a MOTION to accept the 2005 Year End Financial Statement for Tax Increment District #1, and the MOTION carried without a negative vote.

**PRESENTATION | Planning & Design Institute (6:10 pm)**

Chairman Turner explained that representatives of the CDA had traveled to Milwaukee to meet with PDI on Wednesday, May 31<sup>st</sup>. The purpose of the meeting was to review the details of several active projects, including the Village Hall Parking Lot and the proposed redevelopment of the old Mill House foundation.

**Village Hall Parking Lot**

Carolyn Esswein presented a Power Point presentation for the Village Hall Parking Lot project. She provided a brief overview and highlighted the recent changes. One of the proposed changes is to remove the Honey Locust Trees from the plan, because they are considered a messy tree. Ms. Esswein explained that the current plan includes a large retaining wall to the east of the proposed stairway, as well as a shorter retaining wall to the west of the proposed stairway. The idea is to hold the slope and the plantings away from the sidewalk. The walls will still need to be engineered by Crispell Snyder. Chairman Turner asked if it would be possible to face the wall with natural stone. The plan is to include a ledge in the design of the wall that will accommodate whatever material is chosen as facing. Chairman Turner stated that the plan is to pass the details off to the Park Commission. Commission Bliss asked that the Park Commission's involvement be limited to deciding on the details. Chairman Turner concurred that the basic design should remain as presented. DPW Workman informed Ms. Esswein that he had measured the statue, which is to be relocated in-between the stairs and the building, and it is almost 48" in width. In addition he noted that the original Library Sign, which had recently been removed, was over 9' in width. The group discussed possible reuse of the old sign. Commission Wilson stated that a new smaller sign, as proposed by PDI, would be the preferred alternative. Ms. Laurie Larson disagreed; stating that the proposed location would make the sign difficult to see. Mr. Drefcinski suggested that the words "Village of Fontana Library" could be actually etched into the smaller concrete retaining wall. Commissioner Wilson stated that the perceived lack of signage would be corrected by the future Wayfinding Signage program. Commissioner Bliss expressed concern with the recessed nook created in between the new stairs and the building. He further suggested that the Village could grow ivy on the larger retaining wall and locate the sign elsewhere in the plan. Chairman Turner asked that the idea of a projecting sign be considered. Trustee Pollitt asked what was to happen to the existing fire hydrant. DPW Workman explained that it had already been relocated and would remain where it now sits. Chairman Turner asked the group if there was any objection to the current design. Commissioner Chanson/Commissioner Bliss 2<sup>nd</sup> made a MOTION to approve the basic design and to pass the details to the Park Commission and the Library, and the MOTION carried without a negative vote.

**Mill House – Park Structure**

Carolyn Esswein introduced the new concept for the Mill House Park Structure. It is a deck that could be used by users of the trail system, as well as kids coming over from the elementary school. The plan incorporates crushed granite similar to the Mill Street Park Entrance on the opposite side of the Hildebrand Conservancy. Two shallow steps could double as seating area for school groups. The idea is to actually float the deck and the railing within the former Mill House foundation. Ms. Esswein suggested that the Building Inspector be included in the process as it moves forward. The partial basement room left in the southwest corner of the foundation is proposed to become a planting area. A Serviceberry tree is being proposed as a specimen tree for the middle of that area. Mr. Drefcinski warned that the Serviceberry does drop berries, that could be a concern. However, the crown should not get so large that the berries actually drop on the surface of the deck. Commissioner Fisk asked how people would know that the old foundation was an old mill house foundation. Ms. Esswein relayed information from Ms. Sharon O'Brien that signage was already being investigated. Commissioner Wilson suggested that photos of the original building be erected on the site. Chairman Turner told of another project that he had worked on where a state agency had required them to provide informational materials on site. For the Mill House he mentioned a new concept where a plaque could be mounted with a website address where people can go to in

order to get additional information. Following a general discussion, Commissioner Hibbard suggested that whatever is done that it be kept "simple." Chairman Turner reviewed the possible funding for the project. Executive Director McHugh explained that the Mill House Park Structure was being considered a component of the entire Mill Street Park and Plaza development and would be included under that project heading for budgeting and accounting purposes. Chairman Turner reviewed the preliminary budget for the proposed deck; stating that the more detailed numbers would be developed as the project progressed. Chairman Turner asked how the project was going to be executed. Executive Director McHugh suggested that the project be turned over to the Park Commission with a defined budget, including access to the CDA's resources; such as planners and even engineers, if necessary. Commissioner Petersen quickly reviewed how he envisioned the process and suggested a budget amount from \$25k to \$35k. Chairman Turner suggested that the project be turned over to the Park Commission with a budget of \$35k and request that they bring the project back to the CDA when the detailed plans have developed. Commissioner Wilson asked if the Park Commission was willing to take responsibility for the project, and directed her question to Park Commissioner Laurie Larson in the audience. Ms. Larson explained that she was only one member, but that Rick Treptow, Sharon O'Brien, and the rest of the group were very excited about the concept of something happening on the site. She did express disappointment in that the timbers, salvaged during the demolition of the original building, were not being incorporated in the new concept. Chairman Turner reminded the group that the issue with the timbers was that they were untreated and would not fare well if exposed to the elements. Commissioner Wilson suggested that they could always be used elsewhere. Chairman Turner explained that Executive Director McHugh was managing the Mill Street Park Entrance project on the other end of the conservancy. Commissioner Petersen/Commissioner Chanson 2<sup>nd</sup> made a MOTION to authorize a budget of \$35k and forward the final design and landscaping details to the Park Commission for development, with the project to be managed by Executive Director McHugh.

Commissioner Wilson reasserted her concern that the Park Commission be asked to formally accept the project. She further suggested that the Park Commission be asked to identify an anticipated completion date.

Commissioner Petersen/Commissioner Chanson 2<sup>nd</sup> amended the previous MOTION to include formal acceptance of the project by the Park Commission, with the identification of an anticipated completion date for the project, and clarified the scope to include the deck, the landscaping and any future signage, and the MOTION carried without a negative vote.

Trustee Pollitt suggested that local foundations be investigated to identify opportunities for grants that may be utilized to fund the project. Executive Director McHugh explained that the Mill Street Park Entrance project was budgeted at approximately \$25k, which included simply the granite path and the landscaping. As such, the Mill House Park Structure, including the additional landscaping and signage, would surely benefit from outside funding resources, in addition to any funds provided by the CDA. Chairman Turner suggested the Executive Director McHugh and Trustee Pollitt look into the possibility of foundation grants.

### **Lakefront Buildings – RFP Concept**

Chairman Turner brought the group up to date on the status of discussions with Kevin Kirkland and Bill Gage about doing something on the lakefront. He further explained Administrator Hayden's suggestion that the project be taken out to the community at large to see if anyone else had any interesting ideas. He stated that issuing an RFP to any interested parties would encourage proposals in a more structured format. He informed that group that PDI had been charged with the task of creating the actual RFP document. Ms. Esswein introduced the first draft of the RFP. The document requests "...innovative proposals for the lakefront property...at the heart of Fontana...surrounded by several restaurants, Reid Park, the Public Beach, the Beach House and the Abbey Resort...for the development of a vision of the lakefront that includes safety for pedestrians,

provides opportunities for village residents to enjoy the lakefront, and creates a village landmark on Geneva Lake.” Ms. Esswein went on to review the rest of the suggested wording, and reviewed the attached exhibits. The requirements of the RFP put the total square footage of the building, or buildings, at 6,500 sq. ft. The RFP indicates that the village would consider a long-term lease for the space. Commissioner Wilson asked that Attorney Hank Gempeler be asked to review the document, especially to consider the potential issues with a long-term lease agreement. DPW Workman suggested that the RFP mention the pending addition of the Reid Park Restroom and Pavilion to Reid Park. Ms. Esswein asked if any proposed development would need to preserve the cluster of trees dedicated as “Fontana Weeping.” Commissioner Petersen mentioned that the trees had already been moved once and could conceivably be moved again. Chairman Turner asked that the RFP be amended so that Executive Director McHugh is listed as the official recipient of the submittals. Commissioner Wilson questioned when the Village Board should be included in the process. Chairman Turner explained that the Village Board would be the final authority on any development. Ms. Esswein reviewed the suggested submittal requirements: statement of intent describing responsible parties, building uses with associated square footages, hours of operation, season operational changes, any required vehicular access, site plan design, building footprint locations, architectural images for all sides of the building(s), two perspective sketches, summary operational plan including estimated revenues and expenses, organizational plan describing managers and directors, schedule and project completion date, and any expenses expected to be paid for by the Village. Chairman Turner stated that it has to be clear that whatever development takes place, there has to be a certain number of square feet designated as a community center. Commissioner Bliss argued that a defined community center was not what the group had intended for the development. The goal, as he saw it, was to simply require public access to the facility, so that it didn’t become a solely commercial operation that closed its doors at 5 pm. Chairman Turner agreed that the goal should be public access, as opposed to a formal community center space. Commissioner Bliss requested clarification regarding the use of TIF funds, and asked if the RFP should specifically ban certain non-TIF eligible uses. Executive Director McHugh suggested that limiting the RFP in such a fashion might inadvertently exclude some currently unconsidered, and possibly unique and interesting uses for the development. Commissioner Wilson asked that the 25’ height limitation, specified in the zoning code, be included in the RFP. Ms. Esswein requested clarification regarding the overall schedule. As proposed, the submittals would be submitted to the Village and then reviewed at the Community Workshop, tentatively scheduled for September. Following the Workshop the submitters of selected proposals would be invited for interviews. Chairman Turner noted that most participants are going to want to know the procedure. He further suggested that the proposals include detailed information regarding the financial viability of the project. At Chairman Turner’s request, Executive Director McHugh informed the group that he had made preliminary contact with the owner of Alterra Coffee out of Milwaukee, which could be an example of the type of tenants that could be courted for the development. Chairman Turner recognized Ms. Carol Howell in the audience who wished to comment on the proposal. She noted that the type of concept being discussed seems to be encouraging increased usage of the lakefront, which appears to be contradictory to the CDA’s plans to reduce the available parking. Ms. Esswein explained that the new plan for the Lakefront only reduced the parking by a few stalls in the immediate area. She further noted that PDI’s previous investigations had shown that the majority of the available parking is not fully utilized, except for the busiest weekends; and even at those times, certain parking lots, such as the one located on the west side of the Boulevard, across from the beach, was rarely at full capacity. Commissioner Bliss referred back to the financial viability requirements and asked if the judgment of the proposals would place any additional weight on whether or not the submitter was “local.” Commissioner Fisk argued that “locals” would be able to detail their existing commitments and involvements in the community, which should also be considered. Commissioner Bliss expressed concern that the most profitable proposal might not necessarily be the best choice for Fontana. With respect to the recent discussion with Kevin Kirkland and Bill Gage, Commissioner Wilson stated her opinion that their proposal should be given just as much weight and judged on the same criteria as any other proposals received. Commissioner Bliss stated that local businesses should



be given some credit for the commitment they have already shown by making an investment in the community. With respect to the RFP itself, Commissioner Wilson asked if PDI would be able to suggest individuals or firms that would be interested in the type of development being proposed. She further asked that PDI assist with publishing the RFP on the websites of planning organizations, such as the APA (American Planning Association), as well as the Wisconsin Chapter of the APA. Chairman Turner/Commissioner Fisk 2<sup>nd</sup> made a MOTION to approve the issuance of the RFP following revision by PDI to address the concerns raised throughout the discussion, and subsequent review by Attorney Hank Gempeler, and the MOTION carried on a 5 -1 vote, with Commissioner Bliss voting against.

**PDI ended the presentation portion of the meeting @ 7:10 pm.**

### **TID #1 Infrastructure Projects**

#### **STH 67 Improvement Project**

DPW Workman reviewed the status of the STH 67 Improvement Project. He informed the group that the current target date for completion of “Stage 1” was July 8<sup>th</sup>. When asked to explain the inability of Mann Brothers to complete “Stage 1” by the June 30<sup>th</sup> deadline specified in the contract, he explained that the contractor had been held-up due to the Utility Companies delay in removing the overhead lines. DPW Workman did state that Mann Brothers had made remarkable progress considering that they were forced to work around the existing utility poles, while the Utility Companies continued with their burial project.

#### **Main Lift Pump Station**

DPW Workman explained that the contractor for the project, Kovilic, was running behind, but making steady progress.

#### **Reid Park Restroom and Pavilion**

DPW Workman informed the group that because of Kovilic’s tardiness, the selected contractor for the Reid Park Restroom and Pavilion, Magill Construction, was delayed in beginning construction. As such, the current target date for completion is now August 18<sup>th</sup>.

#### **Fontana Boulevard Utility Project**

No Update was given.

#### **Beach Improvement Project**

DPW Workman reviewed the status of the Beach House project and noted that the target completion date was now July 20<sup>th</sup>, versus the June 30<sup>th</sup> date originally anticipated. He pointed out that Gilbank would still most likely finish the project in the 150 days allotted under their contract. Commissioner Bliss expressed concern with Gilbank’s performance. DPW Workman reminded the group that Gilbank was the low bidder by close to \$200k on the project.

#### **Pay Request No. 2 – Gilbank Construction (Beach Project)**

Executive Director McHugh reviewed Pay Request No. 2 for a total amount of \$101,700.00. Chairman Turner asked if the request had been reviewed and approved by the architect, and Executive Director McHugh stated that it had.

Commissioner Bliss/Commissioner Chanson 2<sup>nd</sup> made a MOTION to approve Pay Request No. 2, for a total payment of \$101,700.00, and the MOTION carried without a negative vote.

**Carolyn Esswein, Amanda O’Keefe and Brad Drefcinski left the meeting @ 7:20 pm.**

#### **Alliant Energy – Engineering Authorization**

DPW Workman explained that the current plan is to take the Utility Burial east of STH 67 to referendum this fall. In order to proceed on the required engineering, Alliant Energy is looking for

confirmation from the Village that they will be paid for the costs to engineer the conversion, if the Village's referendum fails. The estimate provided by Alliant is approximately \$20k. DPW stated that he is in favor of the Village issuing the requested confirmation. Executive Director McHugh argued that whether the Village buries the utilities this coming fall, or three years from now, the engineering will be necessary. Commissioner Bliss stated that he was in favor of authorizing the engineering, but he requested that it be with the understanding that Alliant not charge the village to prepare the same engineering at some point in the future, in case the current referendum fails to pass and the project was not to move forward this year.

Commissioner Bliss/Commissioner Hibbard 2<sup>nd</sup> made a MOTION to authorize up to \$20k in engineering costs for the conversion of overhead power lines east of STH 67, with an agreement that Alliant not limit the use of the engineering to the current project only, and the MOTION carried without a negative vote.

### **TID #1 Development Projects**

#### **Mill Street Plaza – FairWyn, Ltd.**

Executive Director McHugh quickly reviewed the recent activity on the site, noting that the installation of the retaining walls had started along the Mill Street side of the development. In addition, he informed that group that Attorney Dale Thorpe had drafted his revision of the "Agreement to Undertake Development." The document now needs to be reviewed and accepted by Mr. Pollard.

### **General Business**

#### **\$25,000 Budget for Mill Street Park Entrance to Hildebrand Conservancy**

Executive Director McHugh explained that the CDA had approved a plan for the park entrance and had then delegated the details to the Park Commission. What had not been done was to set a budget for the Park Commission to reference as they refined the details.

Commissioner Petersen/Commissioner Chanson 2<sup>nd</sup> made a MOTION to approve a budget of \$25k for the Mill Street Park Entrance to the Hildebrand Conservancy, and the MOTION carried without a negative vote.

#### **STH 67 Street Trees**

Executive Director McHugh reviewed the exhibit prepared by PDI which showed the exact locations of the trees which are planned to be pre-purchased from Gerdes Wholesale Nursery. He reminded the group that the reason these particular trees are being pre-purchased is to ensure that the village obtains larger diameter street-trees along STH 67. Commissioner Petersen asked if the trees had been approved by the Park Commission and Executive Director McHugh stated that the Park Commission had approved the entire plan for STH 67, including the street trees.

Commissioner Chanson/Commissioner Hibbard 2<sup>nd</sup> made a MOTION to accept the exhibit as indicating the trees to be pre-purchased, and the MOTION carried without a negative vote.

#### **Crispell Snyder Proposal – STH 67 Street Signage**

Executive Director McHugh explained to the group that the signage had not been decided upon back in the fall of 2005, and was thus purposefully left out of the DOT contract. At this point, the Park Commission is still working to finalize the selection of the sign, including shape, color, etc. Once the final sign is chosen, the Village will need to prepare project specifications, assuming the installation of the signage is to be put out to bid. Chairman Turner asked why the project would need to be put out to bid and Executive Director McHugh explained that the total value of the signs and the associated installation would require that it be publicly bid. In order to take it to bid, the Village would need to have project specifications prepared.

Commissioner Bliss/Commissioner Chanson 2<sup>nd</sup> made a MOTION to accept the proposal by Crispell Snyder to prepare the project specifications and manage the bidding of the STH 67 Street Signage and the MOTION carried without a negative vote.

### **Third Avenue – Revised Project Construction Schedule**

Chairman Turner explained that there are a number of remaining projects, including Third Avenue, the Boat Trailer parking lot, landscaping on Fontana Boulevard, including new fencing around the beach, and the utility burial east of STH 67. In addition, there is the much debated Pioneer Park Turnaround. Chairman Turner suggested that the CDA recommend to the board that the Village go to referendum in September to carry out Third Avenue, minus the turnaround through Pioneer Park, the Boat Trailer parking lot, the utility burial project, the landscaping on Fontana Boulevard and the fence around the Beach. Commissioner Bliss asked why the Pioneer Park Turnaround should not also be included. Chairman Turner stated his opinion that the currently debatable status of the project would make it difficult to take it to referendum this coming September. He explained that Third Avenue should be designed to include the turnaround today, in case if it were to ever be built at some point in the future. He reminded the group that the Park Commission had originally asked that the final decision on the turnaround be put off until after the boat trailer parking lot had been reconstructed and the full effect of reducing the number of spaces could be observed.

Commissioner Chanson stated that the Lakefront & Harbor Committee had discussed the idea of reducing the parking lot to 30 spaces this year in some temporary fashion. Treasurer Pollitt explained that she had worked at the lot when they tried to temporarily reduce the number of spots last year and it got nasty when people were told that empty spaces - they could see - were not available. Executive Director McHugh reminded the group that Ruckert Mielke had previously told the village that a final “Go” or “No-Go” decision was required by May 26<sup>th</sup>, if the project was to remain on schedule. Chairman Turner stated that he was not making any predictions with respect to the project start-up dates; he was just suggesting that the five projects proceed to referendum in September. DPW Workman explained that the May 26<sup>th</sup> deadline was based on opening bids immediately after the referendum. Chairman Turner agreed that the projects may not begin until the coming spring, but that the referendum question should be carried out this fall. Carol Whowell asked how the removal of the turnaround would affect the plan to restore two-way traffic. Chairman Turner stated that the traffic on Third Avenue was two-way for years and it should be restored. If it doesn't work without the turnaround, the issue can be reconsidered. If it turns out that it is not a problem, then the Village will not have torn up the park. Commissioner Bliss argued that the traffic on Third Avenue, from the alley back to the west, should become two-way immediately. Chairman Turner asked Executive Director McHugh to ensure that the question of two-way traffic on Third Avenue be placed on the agenda for the next Village Board meeting as a discussion item.

Chairman Turner/Commissioner Petersen 2<sup>nd</sup> made a MOTION to recommend to the Village Board that the projects taken out to referendum this fall include: Third Avenue, minus the turnaround, the Boat Trailer parking lot, the landscaping on Fontana Boulevard, the fencing around the Beach, and the utility burial east of STH 67, and the MOTION carried without a negative vote.

### **Lakefront Survey Project (Ramaker & Associates)**

Executive Director McHugh explained that the Village was currently waiting on Title Reports to finish the project.

### **Liesch Environmental Services – Phase One Environmental Site Assessment**

Executive Director McHugh informed the group that the Phase One had been completed and that the final report had been submitted to the Village. Liesch is scheduled to come back for the July meeting to present the results of the Geophysical Survey.

### **2006 Series Bond Issue**

Chairman Turner updated the group earlier in the meeting.

### **Lakefront Building RFP**

Agenda item was covered during PDI presentation earlier in the meeting.



### **Beach Fence – Sample Installation**

Treasurer Pollitt introduced the topic by asking “how tall is it?” General discussion followed regarding the appropriate height and whether or not the design should include pointed elements along the top rail to discourage jumping. Chairman Turner suggested that all of these questions served to confirm the need to install a small sample of the fence somewhere in the village. Commissioner Fisk/Commissioner Bliss 2<sup>nd</sup> made a MOTION to proceed with the installation of a sample of the Beach fence, and the MOTION carried without a negative vote.

### **Village Board Report**

Chairman Turner quickly listed the main issues discussed at the most recent Board meeting; noting that none of it was CDA related.

### **Lakefront & Harbor Report**

Commissioner Chanson addressed the Boat Trailer parking lot issue earlier in the meeting.

### **Park Commission Report**

Executive Director McHugh explained that he had not attended the last Park Commission meeting due to the conflict with the CDA’s Lakefront Workshop.

### **Executive Director Report**

Executive Director McHugh noted that he had nothing additional to report.

### **Pedestrian Path along Wild Duck Road**

Chairman Turner gave a quick overview of the restoration activities occurring along the northern edge of Wild Duck Road from STH 67 to the top of Dade Road. He reminded the group that the TID Project Plan calls for a pedestrian path to be installed in that area to connect STH 67 to the Duck Pond Recreation Area. Chairman Turner relayed some landscaping suggestions made by Roy Diblik in a meeting earlier that day. The idea of a pedestrian path has always been in the plan, the goal at this point is to get the Park Commission to agree to the actual location of the path, including the look and feel of the landscaping, and then come back to the CDA with a developed design. Chairman Turner stated his wish that the developed plan be back for decision at the July meeting. In order to get a better handle on the project, Chairman Turner suggested that the CDA visit the site on Saturday morning. The group agreed to meet at the bridge on Dade Road at 8:00 am on Saturday, June 10<sup>th</sup>.

### **Confirm Quorum for Upcoming Meetings**

#### **Next Regular Monthly Meeting**

Chairman Turner confirmed that the next regular meeting of the Community Development Authority would be July 05, 2006 at 6:00 pm.

#### **12 Month Meeting Schedule**

Executive Director McHugh reviewed the CDA’s scheduled meeting dates for the next year.

#### **Identify Dates for Fall Workshops (Lakefront & Duck Pond)**

Chairman Turner directed Executive McHugh to come back to the July meeting with some specific recommendations. Following general discussion it was agreed that the best time for a workshop would be a Saturday morning.

### **Pending / Future Items**

#### **Hildebrand Conservancy Boundary Delineation Project (Bird Houses)**

In response to Chairman Turner’s inquiry, Executive Director McHugh explained that the boundary delineation project was in progress and was being coordinated with the Fontana Grade School by Park Commission member Dawn Sammons.

**STH 67 Excess ROW Disposal (WisDOT) – No Discussion**  
**Cliffs of Fontana – Planned Unit Development – No Discussion**

**Novak – Facade Improvement**

Executive Director McHugh informed the group that Mr. Pete Novak is interested in meeting with representatives of the CDA in order to discuss the possible purchase of the vacant lot next door to his restaurant by the Village. The group discussed the various issues with the property and decided against a meeting at this time due to the sheer volume of projects and activities currently underway in the district.

**Whowell Apartment Complex – Unit #318**

Carol Whowell gave a brief overview of their request to vacate the remainder of Big Foot Street. Assuming they were successful in their efforts, the plan is to expand the existing building to the east. Depending on ultimate scope and total cost, the planned expansion of the Whowell's building could require CDA approval

**Lakefront Redevelopment Concept (Lake Geneva Marine) – No Discussion**  
**WDNR Urban Non-Point Source & Stormwater Grant Applications – No Discussion**

**Adjournment**

Commissioner Chanson/Chairman Wilson 2<sup>nd</sup> made a MOTION to adjourn the meeting at 8:05 pm, and the MOTION carried without a negative vote.

Minutes prepared by: Joseph A. McHugh, Executive Director

**APPROVED: 07.05.2006 - CDA**