

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN

REGULAR MEETING of the COMMUNITY DEVELOPMENT AUTHORITY

(OFFICIAL MINUTES)

Wednesday, May 07, 2008 @ 5:30 pm

Chairman Turner called the regular monthly meeting of the CDA Board to order at 5:35 pm in the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

Commissioners present: Roll call vote: Chairman Turner, Fisk, Hibbard, Petersen, Chanson & Wilson.

Commissioners absent: Commissioner Bliss (Arrived @ 6:15 pm).

Also present: CDA Executive Director Joseph A. McHugh.

Announcement for CDA to Consider Going into Closed Session – Chairman Turner

Chairman Petersen/Commissioner Fisk 2nd made a MOTION for the CDA to go into closed session pursuant to Chapter 19.85 (1) (e) Wis. Stats. “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.” specifically: 138 Fontana Boulevard, and a roll call vote followed:

Fisk – Yes
Hibbard – Yes
Petersen – Yes
Turner – Yes
Chanson – Yes
Wilson – Yes

The MOTION carried on a 6-0 vote, with Commissioner Bliss not yet at the meeting.

Adjournment

Chairman Turner/Commissioner Fisk 2nd 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.

The meeting room was opened and Chairman Turner announced that the Community Development Authority was back in open session at 6:10 pm.

Also present: Attorney David Rasmussen, Mr. Joe Bidwill, Mr. Pete Novak, Mr. Cary Kerger & Mr. David Lindelow (Abbey Provident Hotel Venture, LLC – Managing Partner & General Manager), Mr. Terry Tavera (Ruekert Mielke), Village Librarian Nancy Krei, Director of Public Works Craig Workman (Arrived @ 6:17 pm) & CDA Executive Director Joseph A. McHugh.

Visitors Heard

Chairman Turner asked if there were any visitors who wished to be heard and no response was received.

Announcements

Chairman Turner reviewed the announcements listed on the agenda, and specifically reminded the group that Randall Arendt's seminar was scheduled for May 14th.

Approve Minutes

Commissioner Chanson/Commissioner Petersen 2nd made a MOTION to approve the minutes for the regular monthly meeting held on January, 09, 2008 and the MOTION carried without a negative vote.

Approval of Current Payables

Executive Director McHugh presented the "Claims Payable Report", prepared by Treasurer Pollitt, totaling \$65,985.16. In addition to the Payables, Executive Director McHugh presented the invoice for the biannual Bond Payment due on the CDA's Series 2005 Lease Revenue Bond, totaling \$196,517.06. Executive Director McHugh noted that all claims being presented for payment had been reviewed by himself, as well as DPW Workman, and the Project Engineer, Ruekert Mielke, where applicable.

Commissioner Petersen/Commissioner Fisk 2nd made a MOTION to approve the Claims Payable report, of \$65,985.16, and further moved to approve payment of the upcoming Bond Payment on the Series 2005 Lease Revenue Bond, totaling \$196,517.06, and the MOTION carried without a negative vote.

Finance Report – Treasurer Pollitt

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

Chairman Turner introduced the full accounting statement for the group's review. He noted that the report still showed a deficit of \$289k. Executive Director McHugh indicated that he'd added several items to the full accounting statement to explain the nature of the projections. Specifically, he noted that his projections for the Abbey property included a 25% reduction in value in the next year due to the current state of the real estate market. He explained that a 25% reduction in the current value of the Abbey property was very conservative and highly unlikely. With respect to the new project in the quarry, he indicated that he was only valuing the total project @ \$33 million, which was the result of a very conservative estimate of only \$350,000 per unit.

PRESENTATIONS

There were no formal presentations at this meeting.

At this point in the meeting Chairman Turner moved directly to general business to accommodate people in the audience.

Commissioner Bliss arrived and entered the meeting room @ 6:15 pm.

General Business

158 Fontana Boulevard – Revised Redevelopment Concept

Mr. Joe Bidwell introduced himself, and introduced his associates, Mr. Pete Novak and Attorney David Rasmussen. He explained to the group that he was there to present their proposal for the property currently known as "Novak's Restaurant", located at 158 Fontana Blvd. Mr. Bidwill quickly reviewed the history of the project. Mr. Bidwill explained that the new proposal included a six unit building. The building would consist of three residential units on the upper floor. In addition, it would contain three commercial condominium units on the 1st floor. The architect for the project is Mr. Ken Etton. Mr. Bidwill explained that his purpose for being at the CDA meeting that evening was to discuss potential financing for the project. Mr. Bidwill explained that the project, as they were planning it, should generate approximately \$1.425 million in cash flow. The calculations are based on market rates for the residential units and a subsidized sales price for the retail units of \$150,000. Their estimated cost of construction is 1.3 million. Mr. Bidwill explained his calculations showed that the project would pay off the approximate \$340k TID Assistance within 20 years. Mr. Bidwill

explained that the rent for the local Edward Jones office was \$1000 per month and he was using that to base his projections upon. Mr. Bidwill explained that he had two lenders, both of whom would be interested if he had enough equity in place. The members of the CDA quickly discussed the current assessed value of the property as well as the amount of tax currently generated. Mr. Bidwill explained that at \$150,000 per unit, the building would surely appeal to retail business owners, as well as professional office space users. Chairman Turner asked where the parking would be accommodated on the site. Mr. Bidwill explained that they really had not gotten that far yet in the design process, but that he was assuming the parking would be located either on the side of the building, or at the rear of the site. Chairman Turner asked if the project, as proposed, met with the zoning code. Mr. Bidwill indicated that it did. In response to questions from the group, Mr. Bidwill indicated that each unit would be approximately 1250 ft.². Mr. Bidwill noted that he was considering the addition of an elevator to the building, in order to eliminate the stairs in the current design. Chairman Turner asked how the zoning code, which did not allow four residential units, could allow three residential units above three additional retail units. Executive Director McHugh explained that the aspect of zoning under discussion dealt only with the use of the property, which was presented as residential above commercial. Beyond the use of the site, the applicant would still need to accommodate the area, bulk, and height requirements of the district. Mr. Bidwill indicated that one of the driving issues in the design of the project would be creating enough parking. Per Mr. Bidwill, the parking requirement per unit, which was given to him by Mr. Ron Nyman in the Building and Zoning department, was only two parking spaces per unit. The general consensus of the group was that two spaces per unit would not be enough. Commissioner Wilson requested clarification on the development numbers. Mr. Bidwill explained that his construction budget was \$800k, and that his purchase price for the land was \$500k. Chairman Turner quickly reviewed the CDA's TIF Assistance program. He explained that the program was put in place as a way to participate in projects which were in excess of the \$10,000 provided under the CDA's façade improvement program. The general rule of thumb, per Chairman Turner, was not to provide more than 25% of the projected increase in property value in the form of assistance. After quickly reviewing the numbers, Chairman Turner noted that the maximum amount allowed under the program would be approximately \$200k. Mr. Turner noted that the Abbey project had received greater than a 25% allowance for their recent spa redevelopment, because the overall renovation of the Abbey property had already generated in excess of \$33 million in value in the TIF District. Commissioner Chanson explained his opinion that the Abbey project was not the norm. He further explained his concern that projects needed to do more than just simply pay back the TIF Assistance to be eligible for the program. The projects needed to improve the community. Beyond the financing, Mr. Bidwill asked if the "look" of the project was what the CDA envisioned for the Village Center. Mr. Turner expressed his opinion that the project was exactly what the Master Plan intended. Commissioner Hibbard asked if Mr. Bidwill had any worries about filling the retail spaces. Mr. Bidwill answered "...not at those prices." Commissioner Chanson asked if the units were to be rented or sold. Mr. Bidwill explained that the units were being built to be sold. The asking price for the residential units would be in the \$300k range. Commissioner Wilson asked if the units would be pre-sold and Mr. Bidwill explained that they would. Commissioner Wilson noted that \$800k seemed low for the construction of a six unit building and asked Mr. Bidwill what he would do if he was to run over budget. Mr. Bidwill explained that he was comfortable with his estimates. In reference to the general financing of any development, Executive Director McHugh explained that the agreement for the recent development by Brian Pollard contained a "claw-back" provision. Therefore, if the units sold for more than anticipated, the CDA would share in the profit. In summary, Chairman Turner stated that the development was in-line with what the Master Plan proposed for the area. With respect to the financing, he stated that \$340k in TIF Assistance would be difficult to justify. Attorney David Rasmussen quickly reviewed the assessed value of the property and the amount of property tax generated each year. Chairman Turner clarified that the program provided for "up to" 25% of the projected increase in property tax value, but that in this case, he did not foresee the group being able to justify approval of a project at the upper limit. Regardless of the finances, Mr. Bidwill asked for an indication from the group as to whether or not they could support the project. Mr. Turner took a quick straw vote of the group and the general consensus was that a commercial building, with residential above, located along Fontana

Boulevard, would be a project that the group could support. Commissioner Peterson stated he could support the project as long as it didn't come any closer to Fontana Boulevard and did not have parking in front of the building. Chairman Turner ended discussion on the item by stating that the group had provided parameters for the project and the potential financing, and that it was now up to applicants to take it from there.

Mr. Bidwill, Mr. Novak & Attorney Rasmussen left the meeting room @ 6:40 pm.

**Abbey Resort & Fontana Spa | Tax Increment Financing Development Agreement
Revised Exterior Improvement & Landscaping Plans | Amendment No. 1**

Mr. Cary Kerger quickly reviewed the history of the project. He noted that they'd decided to move forward with the interior improvements of the spa, because they would not require a BSOP review by the Plan Commission. Based on his conversations with Executive Director McHugh, Mr. Kerger understands that the newly revised exterior plans also require approval under the CDA's TIF Financing Development Agreement. Mr. Kerger noted that they'd already been to the plan commission and received a recommendation of approval for the proposed changes. The plans had also been approved by the Village Board. Approval by the CDA for inclusion in the Development Agreement would be the final necessary step in the process. Chairman Turner quickly reviewed the plans which have been distributed in the meeting packets. Mr. Kerger explained that there was far more impervious surface in the previous plan and that, based on recommendations from Ms. Terry Guen, they had decided to revise the landscape plan. Commissioner Hibbard stated that she preferred the new entrance over the older one. Commissioner Chanson asked Mr. Kerger what the difference was between the old plan and the new plan - in cost. Mr. Kerger answered that they really had not priced out the old plan. With respect to the new plan for the exterior entrance, Mr. Kerger explained that the old plan from Getty's, although beautiful, did not really account for the fact that there would be snow flying around 6 months out of the year. Executive Director McHugh explained that the reason Mr. Kerger was present, and the reason the item was on the agenda, was because the plans represented a change from what was originally approved. In order to proceed, the plans needed to be approved by the CDA. Commissioner Peterson asked for clarification as to why the newly proposed canopy was not shown on the plans. Mr. Kerger explained that the plans in front of the group were the landscape plans and that the new canopy was shown on the state approved construction plans. Chairman Turner noted that the original plan had shown a median with trees in the parking lot, and at that it was no longer present in the newly submitted plans. Mr. Kerger explained that the plan had to be revised in order to accommodate code compliant parking stalls. In response to a question from Commissioner Bliss, Executive Director McHugh explained that both the fountain and the plunge pool were no longer included in the plans. Commissioner Bliss asked Mr. Kerger what had happened to the landscape budget. Mr. Kerger answered that the landscape budget had remained the same. He explained that from their point of view, they were spending the same amount as originally proposed. Commissioner Bliss stated that he was very concerned that this was already the second time around that the CDA had seen modifications to the plans in just the last two months. He also stated concern that the changes were being made for primarily budgetary reasons and that in the end, the group would not get the dynamic improvement in value and occupancy that was the impetus for the investment. Mr. Kerger said he would love to take the group on a tour of the new renovated spa because the transformation was absolutely remarkable. Commissioner Bliss restated his concern that the unforeseen problems and the escalating costs of repairing damage behind the walls, was drawing capital away from the elements that were needed to make a dramatic improvement to the spa. Mr. David Lindelow commented that they had worked very hard because they knew they could not substitute infrastructure for the design. Chairman Turner asked what was going to be spent on the project when it was all said and done. Mr. Kerger answered that the total project cost would be approximately \$1.3 million. Mr. Kerger stated they were going to have nine treatment rooms finished by Friday, and that the fit and finish of each of those rooms was just as proposed originally in the Getty's plans. Mr. Kerger reminded the group of the comment made by the Getty's Group, that the project had retained 95% of the original design intent. In response to a question from Commissioner Hibbard, Mr. Kerger stated that the project

was to be completed by June 15th. Mr. Kerger stated that he was going to be planning a series of receptions for the end of June. Commissioner Wilson commented on several elements of the new design and ended by stating that her primary concern was not that the project had changed, but that it seemed to be changing on the fly.

Commissioner Petersen/Commissioner Chanson 2nd made a MOTION to approve the inclusion of the newly submitted landscaping and exterior improvement plans, as presented, into the Tax Increment Financing Development Agreement for the Abbey Group's Spa Renovation project, and to direct the CDA's attorney, Foley and Lardner, to draft an Amendment to the agreement, and the MOTION carried on a 5-1 vote, with Commissioner Bliss voting against, and Commissioner Fisk abstaining.

Abbey Property - Pedestrian Trails Project – Review Scope & Consultant Selection

Chairman Turner reviewed the document drafted by Executive Director McHugh. The information presented was generated during his meeting with representatives of the Abbey with respect to the proposed Pedestrian Path Connections through the property. Executive Director McHugh relayed to the group that he had a meeting with representatives of the Abbey on April 21. At that meeting, several issues were raised with respect to the proposed pedestrian paths through the property. Legal issues such as will the easement be re-locatable and/or will the Village indemnify the Abbey were considered and it was determined that the items should be turned over to attorney Dale Thorpe for review. Use and maintenance questions, such as; will pets be allowed on the path and/or will bicycles be allowed, were considered as well. The decision was to send the issues to the Park Commission for review. With respect to the Façade Improvement Grant program, and the new driveway proposal for the Abbey Ridge development, Chairman Turner stated that both of those were separate elements.

TID #1 Infrastructure Projects - Public Works Director Workman

Beach Fence Replacement Project | Schmitz License Agreement – Update

Executive Director McHugh provided an update on the Beach Fence Project. He noted that the project was behind schedule because the manufacturer of the Beach fence panels had used a third-party contractor for a zinc coating process, which was running behind schedule. DPW Workman stated that if the contractor took more than two weeks to install the new fence, "...something was wrong."

Porter Court Plaza Project – Update

DPW Workman informed the group that he did not have a revised schedule from Mann Brothers. With that said, DPW Workman stated, he saw no reason the contractor would not achieve the original substantial completion date, which was mid-June.

Mann Brothers Pay Request No. 2 (\$17,685.62)

DPW Workman presented Pay Request No. 2 for the Porter Court Plaza project, for a total amount of \$17,685.62.

Commissioner Petersen/Commissioner Chanson 2nd made a MOTION to approve payment of Pay Request No. 2 for the Porter Court Plaza Project, for a total amount of \$17,685.62, and the MOTION carried without negative vote.

Kinzie Avenue Reconstruction Project

Final Project Scope Exhibit & Cost Estimate

In response to a question from Chairman Turner, Mr. Terry Tavera confirmed that the project was to be advertised for bid in the newspaper the following day. *This Item further discussed later in the meeting.*

Ruekert Mielke Construction Administration Proposal (\$42.5k)

Chairman Turner reviewed that the Village had received construction administration proposals from Ruekert Mielke for both the Kinzie Avenue project and Third Avenue project, for \$42.5k and \$110k respectively. He noted that the two projects combined totaled approximately \$1.5 million in cost.

Commissioner Petersen commented that the proposals totaled almost 10% of the overall project costs. Chairman Turner commented that the proposed costs appeared high and noted that the Village Board had tabled the item at their previous meeting, with the direction that DPW Workman continue to work with Ruckert Mielke to review and adjust the estimates where possible. He asked that they work to ensure that the Village was being provided with the most economic and reasonable approach to the construction administration of the pending projects.

Chairman Turner/Commissioner Chanson 2nd made a MOTION to table both items that pertained to the Construction Administration Proposals from Ruckert Mielke, for the Kinzie Avenue Project and the Third Avenue Project, and directed DPW Workman and Executive Director McHugh to continue to work with Ruckert Mielke to address the concerns of both the Village Board and the CDA as to overall cost, and further moved that if the parties involved were unable to develop the most economic and reasonable approach, the Village should proceed with issuing an RFP and put the Construction Administration services out for competitive bid, and the MOTION carried without negative vote.

Following the vote, DPW Workman stated that the combined value of the projects was actually higher than \$1.5 million. DPW Workman and Executive Director McHugh quickly discussed the estimated costs of the upcoming projects and confirmed that they would follow up with Ruckert Mielke.

**Third Avenue Reconstruction Project (Incl. Boat Trailer Parking Lot, High St. & Reid St.)
Final Project Scope Exhibit & Cost Estimate**

This Item discussed later in the meeting.

Ruckert Mielke Construction Administration Proposal (\$110k)

This item was acted upon and TABLED along with the Construction Administration Proposal from Ruckert Mielke for Kinzie Avenue earlier in the meeting.

Parking & Sidewalk Easement – 185 Third Avenue (US Post Office) – Update

No Discussion.

Wild Duck Road & Pedestrian Path Project

Chairman Turner noted that the locations of the future trees have been staked. DPW Workman stated that the tree locations would be verified on the coming Friday and that the actual planting would continue directly thereafter.

Mann Brothers Pay Request No. 5 (\$13,234.22)

DPW Workman presented Pay Request No. 5 for the Wild Duck Road and Pedestrian Path Project, for a total amount of \$13,234.22. Chairman Turner informed the group that the Pay Request had been approved, subject to review and approval of the CDA, at the Village Board's previous meeting. Commissioner Petersen/Commissioner Chanson 2nd made a MOTION to approve payment of Pay Request No. 5 for the Wild Duck Road and Pedestrian Path Project, for a total amount of \$13,234.22, and the MOTION carried without negative vote.

**Kinzie Avenue Reconstruction Project
Final Project Scope Exhibit & Cost Estimate (C ont...)**

Executive Director directed the group's attention to the two exhibits included in the meeting packets for both the Kinzie Avenue and the Third Avenue projects. He explained that the exhibits reflected the actual limits and scope of the upcoming projects, and would be represented in the final Project Specifications and Bid Documents. For the Kinzie project specifically, which had been more recently designed, the exhibit showed exactly how much of Kinzie and the surrounding side-streets were to be included in the project.

**Third Avenue Reconstruction Project (Incl. Boat Trailer Parking Lot, High St. & Reid St.)
Final Project Scope Exhibit & Cost Estimate (Cont...)**

Executive Director McHugh quickly reviewed the exhibit for Third Avenue as well. Commissioner Bliss asked for a review of what communication had been initiated to inform Village residents, as well as patrons, of the proposed changes to the Boat Trailer Parking Lot. Commissioner Petersen explained that the Boat Trailer Parking Lot was going to be re-striped in order to allow parking for only 30 (thirty) boats. DPW Workman confirmed that the striping was to take place the following week. Executive Director McHugh added that the start date for the reconstruction of the parking lot portion had been pushed back into October, in order to alleviate conflicts during the remainder of the boating season. He further added that Treasurer Peg Pollitt was planning to issue a letter to all current permit holders to inform them of the pending construction, and potentially shortened season. Commissioner Petersen offered that the Village should be able to accommodate the boats in one of the other village parking lots.

General Construction Updates (Gateway Triangle Landscaping)

Commissioner Bliss asked for a review of the current soil erosion problems in the Gateway Triangle Landscaping project, as well as the areas along Wild Duck Road. DPW Workman explained that the Village had a contract to re-seed and restore the area last fall. Due to a late completion of the re-seeding and restoration, and as a result of the heavy rains, there was no new growth to hold the soil in place. DPW Workman noted that the sub-contractor under Mann Brothers for the fall restoration, was also the same contractor currently completing the Gateway Triangle Landscaping Project – PTS (Prairie Tree) Landscaping. He explained that their plan was now to “...restore as they go...” and that all of the soil erosion issues would be addressed in the next three weeks. In response to a question from Commissioner Bliss, DPW Workman confirmed that the Village was not paying anything additional for the restoration work. DPW Workman explained that the Village's position was that the contractor was four to six weeks late in completing the project; and that the result of the contractor's delay in completing the reseeded was that the slope was never stabilize in the fall. Commissioner Bliss asked if the contractor was clear on their responsibility and DPW Workman confirmed that they were.

TID #1 Development Projects

Mill Street Plaza (FairWyn, Ltd.) – Update

Executive Director McHugh explained that Brian Pollard's newest tenant, Georgie B's Restaurant was still looking for a “soft opening” on the Memorial Day Holiday weekend.

General Business

Abbey Resort & Fontana Spa | Tax Increment Financing Development Agreement

This item was discussed and acted upon earlier in the meeting.

Revised Exterior Improvement & Landscaping Plans | Amendment No. 1

This item was discussed and acted upon earlier in the meeting.

Abbey Property - Pedestrian Trails Project – Review Scope & Consultant Selection

This item was discussed earlier in the meeting.

158 Fontana Boulevard – Revised Redevelopment Concept

This item was discussed earlier in the meeting.

Lakefront Building Project - Planning Program & Schedule

Chairman Turner reviewed the Planning Program and Schedule for the proposed Lakefront Building, and argued that it was pertinent that the project be initiated. He reviewed for the group that, to date, the CDA had paid for preliminary design and an analysis of the program elements for a future Lakefront building. He reviewed that the group had selected various program elements, such as: a coffee shop, an activity center, and a marina/office operations center. In reference to the program

initiation plan put forth by Executive Director McHugh, Chairman Turner stated that the first step in the process was to name an ad-hoc committee. The newly formed group would be responsible for choosing and selecting an architect, and proceeding with designing and monitoring the project as it moved forward. Throughout the process the ad-hoc committee would report back to the CDA and the Village Board. Executive Director McHugh informed the group that the Project Initiation Plan was considered a draft and was open to discussion on such issues as the final makeup of the ad-hoc committee, etc. One of the items he had discussed with Chairman Turner, but had failed to include in the revised “draft” itself, was that two citizen members should be included in the group as well. Chairman Turner explained that the plan was to involve PDI from the beginning in order to assist the committee in the process of selecting an architect and moving forward with design. He also noted that having a broad spectrum of representation was necessary for the project’s success. Executive Director McHugh explained that he had distilled approximately 2 years of discussion regarding the proposed Lakefront Building, included the information from the RFP issued by the Village over a year earlier, and finally included concepts from the recent presentation by PDI. The result was a preliminary outline of the facility and its basic program. Commissioner Petersen questioned why the group should even begin redesigning facility, and several members responded that the creation of the Building Committee was necessary to move the project forward. With respect to the final makeup of the committee, Chairman Turner suggested that it not be the Village President and/or the Chairman of the CDA, but that each group select a single representative. Commissioner Chanson suggested that additional representatives could always be added in the future. Chairman Turner reminded the group that the CDA and the Village Board would still be heavily involved in the process and would need to approve the project at several times along the way. After the architect had worked from September through February to design the project, explained Chairman Turner, it would be presented and put-out to referendum in April 2009. Chairman Turner stated that he was prepared to present the plan to the Village Board at their June meeting, if the CD was in favor of moving forward. Considering the schedule, Executive Director McHugh suggested that he should move forward with PDI to secure a proposal. Commissioner Bliss asked if partnering with a private developer was still a consideration. Executive Director McHugh noted that Mr. Peter Scherrer, one of the original participants in the Lakefront RFP process, was actually planning to attend the upcoming Randall Arendt seminar. He noted that he was hesitant to involve a private developer, if that was the route the village eventually decided upon, too early in the process. Chairman Turner offered that attempting to use the “design build” method of project delivery was difficult due to the competitive bid requirements required by law. In reference to partnering with a private developer, Executive Director McHugh reminded the group that there were not sufficient funds available to finance the project simply using TIF funds. Commissioner Bliss explained that he was concerned that the Village could go to all of the effort to design the building only to find that there was no taker for it in the open market; no tenant to fill the space. Commissioner Petersen stated his opinion that the Village should never sell the property to a developer, and wondered why a developer would want to be involved if they could not buy the property. Chairman Turner stated that he disagreed with the allocation of square footage to the various uses, as put forward in the plan. Specifically, he did not see the Marine component of the facility occupying over half the space. Executive Director McHugh explained that his summary of the program for the facility did not include boat sales and/or boat repair, but assumed that they could easily be coordinated at an off-site location.

Commissioner Chanson/Commissioner Fisk 2nd made a MOTION to approve “Project Initiation Plan for the Fontana Tourism and Waterfront Activity Center”, and directed that Chairman Turner present the item at the upcoming Village Board meeting for final approval, and the MOTION carried without negative vote.

Wild Duck Road & Duck Pond Phase II Improvements – Scope Review

Executive Director McHugh presented the scope exhibit for the Phase II Improvements at the Duck Pond property. He stated that it was his intent to ensure that his understanding of the project was the same as the Commissioners. He noted that the exhibit had been prepared by Ruckert Mielke, with the assistance of TGDA (Terry Guen Design Associates). Chairman Turner clarified that the

second phase of the project included the second phase of Wild Duck Road. In response to a question from Chairman Turner, Executive Director McHugh confirmed that the 40 acre area surrounded by the dog track would not be included in the phase two improvements. Chairman Turner asked why the final 40 acres couldn't be included in order to finish the project this year. Executive Director McHugh explained that the staff and the engineers were already uncertain about trying to get the work done yet this year, for just the project scope as currently presented, which did not have the additional 40 acres to contend with. He further explained that the ultimate use of the 40 acres was still undecided, since the future of the composting operations in the Village was still under debate. Chairman Turner stated that the Village needed to make some decisions; the village could not continue to take mulch up to the area forever. The general consensus of the group was that the "scope exhibit", as presented for the Phase II Improvements, was acceptable and no objections were received to the proposal of moving forward with the project.

138 Fontana Boulevard - Update

This item was discussed during "Closed Session". No action was taken.

Village Board Report – Chairman Turner

President's Appointment of Village Board Members to CDA

Chairman Turner informed the group that he had been reappointed by Village President Ron Pollitt as the Village Board's representative to the CDA.

Lakefront & Harbor Report – Commissioner Chanson

Commissioner Chanson stated that he had no report.

Park Commission Report – Commissioner Hibbard | Executive Director McHugh

Little Foot Playground Equipment Replacement

Commissioner Hibbard explained that the group was moving forward with the plan to get new equipment installed in the Little Foot Playground. In response to information regarding the proposed color of the new equipment, Commissioner Petersen stated that the color "red" was not appropriate for that location. The group generally discussed the project and the color issue. Chairman Turner stated that issues such as color should be left to the Park Commission. As an aside, Chairman Turner relayed that Trustee Diane Lewis was the new Village Board representative to the Park Commission.

Executive Director Report – CDA Director McHugh

2008 Project Implementation Schedule

Executive Director McHugh noted that the decisions made in the meeting, such as the decision to move forward with the Lakefront Building, would now be included in the Project Implementation Schedule. He noted that the Potowatomi Creek Clean-Up project was currently on-hold as the Village worked out issues with Ruckert Mielke as regards how best to proceed with creating a Storm Water Management Plan. Commissioner Chanson asked when the project was expected to commence, and Executive Director McHugh explained that it would depend on how much work the Village decided to include along with the CDA's original plan to manage the Storm Water in the Potowatomi Creek watershed. At the current time, the concept is to complete a village-wide plan. Administrator Hayden stated that her goal was to start work on the village's side in June.

TID No. 1 Annual Report, 2008 Tax Increment Certification & Assessment Schedule

No Discussion.

Confirm Quorum/Attendance for upcoming Meetings & Events

Next Regular Monthly Meeting – June 04, 2008 @ 6:00 pm (No Closed Session Planned)

Executive Director McHugh reminded the group that the next regular monthly meeting of the CDA was scheduled for Wednesday, June 04, 2008 at 6 pm.

Tour of Village Center w/ Randall Arendt – May 14, 2008 @ 10:00 am

Executive Director McHugh reminded the group that Village representatives would be touring the “Village Center” with Randall Arendt during the day of May 14th.

Randall Arendt Presentation – May 14, 2008 @ 7:00 pm

Executive Director McHugh asked if there was a quorum of members intending to attend the Randall Arendt Seminar. Chairman Turner stated that he would be out of town at the time.

June Agenda Item Requests

No Requests Received.

Pending / Future Items – No Pending/Future Items Discussed.

- Abbey Resort Monument Signage Proposal – Façade Improvement Application
- 286 Valley View Drive | Fontana Corner Market Façade Improvement Project
- Walworth-Fontana Pedestrian Path – Site Surveying & Alternatives Analysis
- DNR Recreational Trails Program – Grant Disbursement Agreement
- Duck Pond Groundwater Investigation – STS Consultant’s Drilling Schedule
- Environmental Master Plan – East of 67 (Storm Water Management Plan & Trails)
- VOF Storm Water Utility - Research Update (Administrator Hayden)
- Mann Brothers/Prairie Tree Landscaping – Erosion Control Bill
(Tabled by VB @ February 4th & March 3rd Meeting)
- Fontana FEN – Property Line Delineation
- Crispell Snyder Reimbursement Request: STH 67 Crosswalk Repair Costs
- Program Plan: Industrialization of VOF Compost Operations (DPW Proposal)

Adjournment

Commissioner Chanson/Commissioner Petersen 2nd made a MOTION to adjourn the meeting at 7:50 pm, and the MOTION carried without negative vote.

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

APPROVED: CDA – 09 JULY 2008