

VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN

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REGULAR MEETING of the COMMUNITY DEVELOPMENT AUTHORITY

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(OFFICIAL MINUTES)

Wednesday, October 04, 2006 @ 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, Fisk, Hibbard, Wilson, Bliss (arrived @ 6:09 pm).

Commissioners absent: Petersen and Chanson.

Also present: Village Administrator Kelly Hayden, Director of Public Works Craig Workman, Treasurer Peg Pollitt, Trustee Ron Pollitt, Trustee Micki O'Connell, Village Librarian Nancy Krei, Park Commissioner Laurie Larson (arrived @ 6:15 pm), Brian Pollard (FairWyn), Peter Scherrer (Scherrer Construction), David & Eric Hurkman (Fontana Jewelry), Brian Hinrichs (Liesch Associates, Inc. – arrived @ 6:20 pm), and Cheryl Bartz (Walworth Times – arrived @ 6:30 pm).

Visitors Heard

No visitors heard.

Announcements

Executive Director McHugh reviewed the announcements listed on the agenda.

Approve Minutes

Commissioner Hibbard / Commissioner Wilson 2<sup>nd</sup> made a MOTION to approve the minutes for the regular CDA meeting held on September 06, 2006, and the MOTION carried without negative vote.

Approval of Current Payables

Chairman Turner reviewed the “Payables Report” presented by Executive Director McHugh and Treasurer Pollitt. Executive Director McHugh noted that the Wild Duck Road Project and the Pedestrian Path Project were both over-budget for 2006, since neither project had been originally scheduled to commence prior to 2007. He did confirm that both projects were approved as part of the overall TIF Project Plan.

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

Finance Reports

Full Accounting Statement & Value Increment Calculations

Chairman Turner reviewed the Full Accounting Statement and the Tax Increment Projection Report. He noted that the report was still not incorporating any projected increment from the pending “Cliffs of Fontana” project in the Quarry. Chairman Turner asked why the STH 67 Project was now anticipated to cost far less than the \$3.3 million originally projected. Executive Director McHugh explained that the original cost estimates were based on a road design which utilized 100% concrete, with no asphalt. In addition, the cost estimates (used to prepare the project's budget in late 2005) were generated during a time of significant inflation in the construction industry. Chairman Turner went on to point out that the financial projections for the TIF District still included additional monies for redevelopment, which would not be spent without generating increment. Based on the

generally good financial health of the district, Chairman Turner suggested that the group should consider ways in which it might help the Village cushion the increase in operation and maintenance expenses that could result from the projects being carried out by the CDA. For example, he proposed that if the Village needed to buy some piece of new equipment, such as a new tractor or a street sweeper, to take care of the new projects, it should be a CDA expense. Commission Fisk noted that while certain CDA projects may lead to increases in on-going operations and maintenance expenses, the contribution to necessary projects, such as the Main Lift Pump Station, certainly alleviates a burden, which would have been borne entirely by the Village residents had the TIF District not been in place. Chairman Turner explained that equipment qualifies as a capital expense, which is fundable under TIF. Commissioner Bliss stated that there was no requirement to use all of the money, the TID could also be closed early, if possible, and the properties would be returned to the tax roll. Commissioner Fisk stated that the CDA should pay careful attention to the future maintenance requirements of all of its projects during the design stage. Commissioner Wilson suggested that the Full Accounting Statement should be revised to show a breakdown of the individual projects that comprise the Duck Pond Redevelopment project. She also suggested that the group identify where the money for the redevelopment was going to come from. Specifically she asked if the redevelopment of the Duck Pond was contingent on the future success of the "Cliffs of Fontana" residential development in the Quarry. Chairman Turner noted that the Full Accounting Statement currently projected a surplus in the TID, with no increment included for the planned development in the Quarry. Executive Director McHugh pointed out that the Full Accounting Statement already includes funds ear-marked for redevelopment. Commissioner Wilson stated that she would not be willing to commit funds to new maintenance equipment until it was clear that there were sufficient funds available to finish the projects already committed to by the CDA. With respect to all of the projects incorporated in the overall budget, Executive Director McHugh noted that the cost estimates included for the lakefront projects were the most likely to change, since those projects were still very early in the planning and design process.

#### PRESENTATION #1 | Liesch Associates, Inc.

*At 6:20 pm, Chairman Turner reviewed the history of the project for those present since the representatives of Liesch Associates, Inc. had not yet arrived.*

Chairman Turner relayed findings from Liesch that the former landfill on the Duck Pond property had apparently never been licensed. As a result, the Village could be eligible for funds to clean up the property.

#### TID #1 Infrastructure Projects

##### Construction Project Updates

At the request of Chairman Turner, DPW Workman provided an update on all on-going projects:

##### STH 67 Improvement Project

DPW Workman explained that Phase Two of the Highway project was well underway. The excavation and backfilling portion of the project was now complete. The Geo-Foam had been excavated and installed. The road is now back close to final grade. The plan is to complete the concrete work over the course of the next two weeks. From there the contractor will move on to blacktop. The new light poles have already arrived on site, but the contractor still needs to install the conduit and the bases.

##### Reid Park Restroom and Pavilion

The masonry is complete. The final slab would be poured on the upcoming Friday. Magill indicated that they would be bringing in two or three crews to finish the siding, the post and beam structure, the roof, and the internal plumbing. The project is slated for completion on October 27<sup>th</sup>.

#### Main Lift Pump Station

The majority of the work on the station is now underground. All of the process piping has been installed, including all of the pipes, the valves, the flanges, etc. The pumps have been installed. The motor controls are in and are in the process of being wired. The project will be basically completed within the next six weeks, but it will be necessary to wait for the generator to arrive before bringing the station on line.

#### Village Hall Parking Lot

The footings have been excavated and poured. The walls have been formed and the rebar is done. Concrete should be poured in the next couple of days.

#### Beach Improvement Project – Change Order #1 – Gilbank Construction (\$5,453.00)

Chairman Turner questioned if the Change Order had already been approved by the Village Board and Executive Director McHugh confirmed that it had been. He also reminded the group that the CDA had previously agreed to fund the entire project up front, and then the Village has agreed to subsequently reimburse the CDA for anything over the originally approved budget amount.

Executive Director McHugh explained that Change Order #1 is a compilation of several CB's (Construction Bulletins) which were issued throughout the life of the project: CB#1: changes in the erosion control requirements, CB#2: improvements to the electrical service, CB#7: addition of exterior outlets, CB#8: revisions to countertops in the concession's area, CB#9 credit to the Village for elimination of the manhole installation from the contract, and CB#10: addition of deadbolt to bathroom door and relocation of mirror. The net amount of the Change Order is \$5,453.00.

Commissioner Hibbard / Commissioner Bliss 2<sup>nd</sup> made a MOTION to approve Change Order #1, for a total net change to the contract of \$5,453.00, and the MOTION carried without a negative vote.

Mr. Brian Hinrichs arrived @ 6:20 pm.

#### TID #1 Development Projects

##### Mill Street Plaza (FairWyn, Ltd.) | PIP (Precise Implementation Plan)

Chairman Turner quickly reviewed the recent history of the approval process for the Retail Portion of the Mill Street Plaza project. He went on to note that Mr. Pollard had recently been in front of the Plan Commission and had received approval of the PIP (Precise Implementation Plan) for the Retail Building on the condition that a few revisions be made to the plan. Mr. Pollard provided a brief overview of the changes that had been made in the PIP since it was last presented to the group. Windows have been added to the front façade. Three windows were added along the upper story on the east elevation. Also, windows were added to the rear elevation, facing the town homes. Other details requested by the Plan Commission included the specification of the exact locations of all wall-mounted signage. Executive Director McHugh quickly reviewed the set of plans that had been included in the meeting packets and pointed out that the light fixtures specified for the parking area matched the fixtures used by the Village in the STH 67 project. Brian Pollard presented the landscape plan for the project. Executive Director McHugh noted that the actual landscape specifications had been prepared by Mr. Brad Drefcinski in conjunction with PDI (Planning & Design Institute). Chairman Turner acknowledged that Brian Pollard had been responsive to the CDA's requests and had been through the design review process with the Plan Commission. He went on to state that the PIP had been approved by the Plan Commission and he was personally happy with the results. Commissioner Bliss commented that he was disappointed in the architectural design of the project. Specifically, he does not think it turned out as anticipated and he stated that he has heard opinions from the public it could have been a much more attractive project.

Chairman Turner / Commissioner Wilson 2<sup>nd</sup> made a MOTION to endorse the Plan Commission's approval of the PIP (Precise Implementation Plan) for the Retail Building Phase of the Mill Street Plaza Development, and the MOTION carried on a 4 to 1 vote, with Commissioner Bliss voting "against."

Following the vote, Chairman Turner stated "...for the record..." that he likes the clean look of the architecture and thinks that once the project is finished, and the landscaping is installed, the group will be very happy with the results.

PRESENTATION #1 | Liesch Associates, Inc. (Cont...)

Mr. Hinrichs recapped the recent meeting he and Executive Director McHugh had with a representative of the Department of Commerce. He expressed disappointment with the results of the meeting, as well as the Commerce representative's knowledge of the department's programs. The end result, according to Mr. Hinrichs, was that the Village of Fontana was still considered a "viable causer". Because the Village owned the landfill and accepted the waste, the Village would not be eligible for either the site assessment grant, or the Department of Commerce BEBR program. He did note that if a developer were to purchase the property from the Village, the developer would then be eligible for the same grants. Besides grant funds, Mr. Hinrichs stated that the Village was eligible for the Land Recycling Loan Program. (Mr. Hinrichs distributed information to the group regarding the program.) The program is a zero-interest loan that can be used for assessment and remediation of brownfields, including land fills. Communities that utilize the loan program typically take the funds generated from the sale or lease of the property to pay back the loan. Chairman Turner referred to the planning process that was currently underway for the Duck Pond property and commented that the latest idea is to take the area currently occupied by the land fill and restore it to a native grassland. Because the landfill had not been licensed, Mr. Hinrichs claimed that the Village would be able to do some general seeding and minor filling of the site. The Village could not, however, do anything that would materially change the existing cap without first obtaining a permit from the Department of Natural Resources. Regardless of whether or not a permit was required, Mr. Hinrichs strongly suggested that the Village obtain approval from the DNR before moving forward with any work on the site. Chairman Turner suggested that the Land Recycling Loan Program could be used to prepare and install a cap on the site. Executive Director McHugh noted that one of the application requirements for the loan was a Phase II Environmental Site Assessment. Because the Village has been designated as a "viable causer," moving forward with a Phase II ESA could potentially cause the Village to become responsible for a remediation project; the scope of which is currently unknown. Mr. Hinrichs stated that the Village could add additional topsoil and seed the site without performing a Phase II ESA, but he doubted that the Village would be able to accomplish what it had in mind without doing at least some minor grading first. In response to a question from Chairman Turner, Mr. Hinrichs estimated that a Phase II ESA of just the landfill area would cost approximately \$15k to \$20k, which would include 6 wells and a couple days of geo-probing. He cautioned that once the Village put a well in the ground, the DNR would most likely require yearly monitoring for at least 5 to 10 years. The cost to monitor 6 wells yearly would cost about \$3k per year. Commissioner Bliss asked what type of remediation would most likely be required if one of the wells registered some contamination in the soil. DPW Workman and Mr. Hinrichs discussed the fact that the closet well to the site had always been clean. Based on that fact, Mr. Hinrichs estimated that the Village's exposure would be extremely limited. If remediation was required, it would probably be a soft-cap, consisting of a 12" layer of topsoil which would be seeded and maintained. Mr. Hinrichs stated that it would be extremely unlikely that the Village would be required to actually mine the site. In response to a question from Commission Wilson, Mr. Hinrichs explained that the formal licensing of landfills did not start until the late 60's or early 70's. According to the records researched by Liesch, in the preparation of the Phase I ESA, the Village's landfill stopped accepting waste in the 50's. To clarify why yearly monitoring would cost \$3k, Mr. Hinrichs explained that a majority of the costs are for analytical services performed by a lab, due to the significant number of parameters that needed to be sampled. The actual cost for the consultant (ie: Liesch) runs around \$800. The remainder of the \$3k fee is for analytical services. Commissioner Hibbard asked if contamination from the landfill could be reaching Geneva Lake. Mr. Hinrichs answered that it would be highly unlikely. In summary, Mr. Hinrichs estimated that it would be highly unlikely that the Village would uncover anything surprising. His recommendation is that the Village move forward with a Phase II and work with the DNR to obtain a VPLE for the site. Mr. Hinrichs stressed that once the Village

completed whatever remediation was required by the DNR to obtain the VPLE, the Village would have no further liability for the site. Any future remediation requirements would be funded by the DNR. In response to a question from Chairman Turner, Mr. Hinrichs estimated that a Phase II ESA for the entire site would cost approximately \$40k. The closed case for the leaking underground storage tanks on the property would be noted in the VPLE, but the file would not need to be reopened. With respect to the estimated cost, Mr. Hinrichs clarified that the \$40k would cover the environmental site assessment costs only. Any required remediation would be an additional cost. Chairman Turner polled the group for their general opinion. Commissioner Fisk stated that the Village had a responsibility to provide the security that comes from knowing what contamination, if any, exists on the site. Commissioner Hibbard echoed Commissioner Fisk's statement. With respect to proceeding with a Phase II ESA, Mr. Hinrichs strongly suggested that the Village have the site surveyed. Executive Director McHugh noted that the original fly-over feature survey, commissioned from Strand, included the subject property. Commissioner Bliss asked why the Village would need to pursue a VPLE for the entire site, since only a small portion was being considered for development. Mr. Hinrichs offered that the application fees and the DNR review fees were identical regardless of whether the entire site or just a small portion was identified. Since the majority of the site was simply detention basins, the difference in the site assessment cost between the smaller area and the larger area would be minimal. Once the VPLE was received for the entire site it would exist for perpetuity, but the VPLE program itself may not always be available. Mr. Hinrichs provided a quick overview of the well drilling and assessment process, noting that the wells around the former dump site would be drilled to ground water, which DPW workman estimated would be around 130 feet deep. Commissioner Fisk asked for a cost estimate to cap a 7 acre site. Mr. Hinrichs estimated it would cost around \$120k to \$150k to install a soft cap and get it seeded. Mr. Hinrichs offered to provide a list of communities that have already used the VPLE program, which could be used as references. Trustee Pollitt asked what would happen if the Village installed the wells and found something substantial that required significant remediation, such as a stash of electrical pole capacitors. Mr. Hinrichs said that if it was found that a utility company had dumped a dozen transformers that had PCB-laden cooling oil, it would run the Village \$300k to \$400k for disposal at a licensed hazardous waste landfill. Seeing as the actions of the CDA could potentially cause the Village to incur substantial expense, Trustee Pollitt suggested that nothing happen without Village Board approval and Chairman Turner agreed. Mr. Hinrichs provided several more examples of possible contaminants and stressed again that all of these situations were worst case scenarios. He speculated that the most likely result of moving forward with a Phase II environmental site assessment would be a requirement from the DNR to cap the site and then to enter into an agreement to maintain the cap, as well as to install and monitor wells for 5 to 10 years, in exchange for a "certificate of completion under the VPLE program. Chairman Turner asked that Mr. Hinrichs return to the next monthly CDA meeting with a proposal for a Phase II of the entire site, as well as a proposal for a Phase II of just the landfill area. Commissioner Bliss asked that references be included as well. Commissioner Fisk asked that more developed cost estimates for capping the site be included in the proposals. As a possible way to save money on the cap, Mr. Hinrichs offered to provide 15k cubic yards of clean sediment that Liesch will soon obtain from the dredging of Brown's Channel on Delavan Lake. Chairman Turner suggested that the Landscape Restoration Specialist for the Duck Pond project, Tom Vanderpoel, be asked if the material provided from Liesch's upcoming dredging operation would work for a native prairie restoration project. With respect to the Land Recycling Loan Program, Executive Director McHugh asked if property had to be sold to a developer in order to qualify for the program, since it stipulated in the information materials that proceeds from the sale of the property must be used to pay back the loan. Mr. Hinrichs clarified that the property did not need to be sold to a developer to qualify for the program. Mr. Hinrichs ended his presentation and committed to providing Executive Director McHugh with the requested proposals in advance of the next CDA meeting.

Mr. Brian Hinrichs exited the meeting @ 7:18 pm.

The Cliffs of Fontana – Update  
No Update

General Business

Lakefront Survey (Ramaker & Associates) - Update

Chairman Turner informed the group that the Lakefront Survey had finally been completed by Ramaker, had been accepted as complete by Ruckert Mielke, and was available at the Village Hall for anyone who wished to examine the document.

Lakefront Redevelopment Workshop

Chairman Turner provided a brief summary of the recently held Lakefront Redevelopment Workshop. He reported to the group that Librarian Nancy Krei received a very positive response for her suggestion to move the Library to the lakefront. Chairman Turner suggested that whether it's a library that occupies the redevelopment, or some other full-time use, there needs to be some entity on-site that is responsible for the day to day operations of the building; such as opening the facility in the morning and turning out the lights and locking the doors at night. To help ascertain the feasibility of re-locating the library, Chairman Turner charged Executive Director McHugh with obtaining the actual square footage of the current operation. With respect to TIF funding, Chairman Turner stated that he had confirmed with Attorney Hank Gempeler that TIF funds could not be used to construct a new Library, unless of course the actual TIF legislation was revised. One of the main issues to come out of the half-day workshop, per Chairman Turner, was the need to develop an comprehensive opinion survey that could be distributed to every resident and tax payer in the Village in order to get a clearer idea of exactly what the public wishes to see on the lakefront. Chairman Turner suggested that the CDA should direct PDI to prepare a survey instrument. Commissioner Bliss stated that the CDA should spend some time analyzing the results of the recently defeated referendum before moving forward with the planning of any and all future projects. He argued that the Third Avenue project is still the "next project" and should be the main focus of the CDA. Chairman Turner noted that he has discussed the failed referendum with a great number of people and had identified two common themes: First, people were suggesting that the pace of the planning process should be slowed down so that there was adequate time to obtain public opinion. Second, people were suggesting that no further construction projects be started until the current projects were completed. Commissioner Hibbard offered that even if the CDA started with a questionnaire now, it still could be two years before anything happened on the lakefront. Commissioner Bliss responded that if a survey was to go out, it should be used to determine the public's opinion on the next project – Third Avenue, not the lakefront. Commissioner Wilson noted that the Village Newsletter did contain a brief survey. Commissioner Bliss suggested that "...it's time to let people absorb what has been done, take a deep breath, and then come back and take another look at Third Avenue. The lakefront is so far out at this point, that it's not worth spending any money on ...". Trustee Pollitt confirmed that residents he had spoken with were not interested in "...stopping altogether...", they were simply hoping for the pace of construction to slow down. Commissioner Bliss cautioned again about moving forward with anything until the current projects were 100% complete. Trustee O'Connell agreed from the audience that the survey should be postponed until the current projects were finished. Commissioner Fisk suggested that the chief obstacle that needed to be overcome was the general confusion over how Tax Increment Financing worked. He recommend that the CDA work to develop some clear and understandable informational materials that explain the impact of TIF on property taxes. In addition, he stated that the CDA has a responsibility to explain the benefits of financing much needed infrastructure improvement projects with TIF funds. In response, Commissioner Wilson commented that the topic of TIF financing had been written up in the newsletter on a regular basis since the TID began in 2000, and had been reviewed and presented at multiple public forums. Commissioner Bliss suggested that the best way to show the public the benefits of TIF would be to finish the projects that had already been started. He proposed that the CDA plan a "...community-wide project completion party." Commissioner Fisk asked if the group would be willing to get a proposal from a professional to communicate the

TIF message. The group discussed the suggestion and Chairman Turner closed the discussion by summarizing the group's agreed upon direction: First, the group agreed to put the survey on hold for the time being. Second, the group directed Executive Director McHugh to find a communications firm and determine what it would cost to put together some informational pieces to explain Tax Increment Financing. Chairman Turner further suggested that Executive Director McHugh contact Ehlers and PDI and ask what other communities had done to communicate the TIF message.

#### RFP Process - Update

Executive Director McHugh quickly reviewed the original selection schedule, which had been distributed with the RFP, and noted that the current evening's meeting had initially been chosen for "short list" selection. Noting that only two parties responded to the RFP, Executive Director McHugh asked if the selected sub-group of Commissioner Chanson, Commissioner Bliss and Commissioner Fisk wished to begin meetings with both of the respondents. Chairman Turner stated that it would be premature to begin meetings at this point, and suggested that the process be postponed. Following a short discussion, Chairman Turner confirmed the group's desire to suspend the RFP process for the time being.

#### Fontana Jewelry – Façade Improvement Project (553 Highway 67)

Eric Hurkman provided a quick overview of the plans for the new improved façade of the Fontana Jewelry Store. He explained that they planned to extend the eave of the roof forward so that it would blend better with the neighboring structures. He went on to note that the proposed building materials included: copper roofing, architectural stone siding and wood decking. Executive Director McHugh explained that the plan being proposed had already been approved by the Plan Commission, but was now in front of the CDA for a separate approval specific to the use of TIF funds as part of the Façade Improvement Program. In response to questions from the group, Executive Director McHugh confirmed that the CDA's grant program covered 25% of eligible project costs, up to a maximum commitment of \$10k. He added that the limits had been put in place by the CDA. Chairman Turner asked that Executive Director McHugh provide each member of the CDA with a fresh copy of the Façade Improvement Program. General discussion followed regarding ADA accessibility issues and Mr. Eric Hurkman offered that the Village's Commercial Building Inspector had reviewed the plans for code compliance. He explained that he had installed a handicap accessible bathroom at the request of the Building Inspector, but was unable to bring the front entrance up to ADA standards due to the significant grade change. Chairman Turner thanked the Hurkman's for putting so much hard work into the business and thanked them for being the first to use the CDA's Façade Grant Program. Following a general discussion on project costs, the group agreed to cap the CDA's commitment at \$2,500.

Chairman Turner / Commissioner Fisk 2<sup>nd</sup> made a MOTION to authorize a grant under the Façade Improvement Program for the Fontana Jewelry Façade Improvement project, subject to a maximum commitment of \$2,500, and the MOTION carried without a negative vote.

#### Duck Pond Redevelopment Planning - Update

Chairman Turner provided the group with a summary of the planning activities underway for the Duck Pond property. He started by stressing that the general theme for the plan was "restoration", and included such things as: restored green space, reestablished native prairie and oak savannah plant communities, additional facilities for active recreation, and perhaps a water feature using stormwater from the Tracy property next door. The program also included a plan to industrialize the Village's existing compost operations. Instead of providing an endless quantity of non-commercial grade mulch, which is rapidly filling the site, the new program could provide quality mulch for both Village projects and residents. Chairman Turner noted that in addition to industrializing the compost operations, there was an opportunity for the development of approximately 5 acres where the old Village Garage used to be located. With respect to the planning process, Chairman Turner noted that both the Park Commission and the Department of Public Works had been actively involved

since the beginning. He went on to describe the team of professionals that were working on the project: PDI (Planning & Design Institute), Mr. Roy Diblik of Northwinds Nursery, Ms. Terry Guen and Mr. Tom Vanderpoel. Chairman Turner explained that Ms. Terry Guen was a Landscape Architect who had been involved in a number of restoration projects, and had also worked on the Millennium Park project in Chicago. He reported that Mr. Tom Vanderpoel ran one of the more successful restoration efforts in the state of Illinois. Several representatives of the CDA and the Park Commission had recently traveled to Barrington to observe his work. In response to questions from Commissioner Bliss, Chairman Turner reported that Ms. Guen's rates were \$95 per hour. Commissioner Bliss asked if any of the projects would be subject to referendum, and Chairman Turner replied that most likely none of the projects, as defined by the Village's own ordinances, would be in excess of \$1.5 million. Commissioner Bliss suggested that the group wait until the cost estimates were developed and then have the projects reviewed to ensure compliance with the direct legislation limits before proceeding. With respect to the plan, Commissioner Bliss pointed out that the walking paths throughout the project appeared to intersect at several locations with the existing dog walking trail. He suggested that this would cause a problem, a lot of people use the area for the sole reason that it is the one place where people can walk their dogs without having them on a leash.

#### Fontana Sports Parking Lot Reconstruction - Update

Executive Director McHugh reviewed the original plan for the parking lot reconstruction and the CDA's commitment to fund 50% of the project up to \$15k. He went on to explain that preliminary construction estimates, prepared by Crispell Snyder, put the project in the neighborhood of \$30k, plus an additional \$10k for the removal of existing retaining wall. He relayed concerns from the property owners that they would not be adequately protected from unexpected cost overruns. He reported that the property owners were asking the CDA to increase its commitment to a full 50% of the overall cost, with no pre-set limit. Following the receipt of the Crispell Snyder estimates, Executive Director McHugh stated that the Village had worked directly with Mann Brothers and recently received a much lower estimate for the project - \$23k. Considering the latest cost estimates were within budget, Chairman Turner offered that the property owners should move forward under the original agreement, in which the CDA capped its commitment at \$15k.

#### STH 67 Tree Order

Executive Director McHugh confirmed for the group that the final tree list for the STH 67 project had been submitted to Gerdes Wholesale Nursery.

#### TID #1 - "Draft" Project Management Plan

Executive Director McHugh reviewed the revised Project Management Plan that would become the basis of the 2007 budget. He noted that the Third Avenue project had tentatively been scheduled for the fall of 2007.

#### CDA Programming Teams

Executive Director McHugh explained that he was working to formally develop programming teams for each of the primary projects contemplated by the CDA. He explained that the intention is to build teams with representatives from each and every approving board and committee, so that input and direction can be obtained early in the planning process. He presented the proposed teams for both the Duck Pond and the Lakefront projects. Chairman Turner pointed out that Commissioner Hibbard should be listed as part of the Duck Pond programming team.

#### Fontana Boulevard & Municipal Beach Lighting Program

Chairman Turner suggested that the item be tabled until Commission Chanson was available to relay the results of the Beach Lighting discussions currently underway at the Lakefront and Harbor Committee. Commissioner Bliss suggested that the lights simply be turned off. Executive Director McHugh noted that the first reaction of the Village was to turn the lights off. In response, residents voiced concern with having the building completely dark. The prevailing theme of the comments

received to date, per Executive Director McHugh, is that the building simply needs to be lit up in a more subtle fashion. Commissioner Wilson expressed her concern that the architectural lighting needed to shine on the building; not out from it. Commissioner Wilson went on to explain that she was in communication with a firm in Chicago called Design Illuminations that specialized in lighting solutions. She suggested that the CDA would benefit greatly by getting a professional, such as them, involved. Chairman Turner recommended that a lighting professional should be called upon to analyze all of the lighting on the lakefront. Commissioner Fisk asked why the lighting issues were not identified during the design phase of the project, and concluded that the architect had a responsibility to correct the problem. Executive Director McHugh noted that dramatic architectural lighting was intentionally included in the design of the Beach House. He explained that Workshop Architects had brought in a Lighting Designer from KJWW Engineering Consultants to work on the lighting scheme. He further noted that the lighting had been designed specifically to comply with the Village's "Dark Sky" lighting ordinance. Chairman Turner stated that the problem with the building was simply that there is "...no way to light up the building in a low-key way at night that will show off the building..." He asked that Executive Director McHugh contact Jan van den Kieboom of Workshop Architects and ask that he propose a solution to the lighting problem. Commissioner Wilson asked if there was any interest in involving another lighting consultant and Commissioner Fisk commented that the original architect hired by the CDA should be asked to address the problem. Following a brief discussion, the group unanimously agreed that the current lighting scheme was far too bright.

#### Village Board Report

##### Third Avenue Ordinance

Chairman Turner informed the group that the Village Board is in the process of finalizing an ordinance to return Third Avenue to a two-way street. The plan is to make the change around November 1<sup>st</sup> of the current year.

#### Lakefront & Harbor Report

##### No Report

#### Park Commission Report

##### Wayfinding Signage

Executive Director McHugh quickly reviewed the status of the Wayfinding Signage project and presented a list of proposed signs generated by the Park Commission.

##### Second "Sample" Wayfinding Sign

Executive Director McHugh explained that the Park Commission wished to proceed with having the "sample" wayfinding sign repainted in response to concerns that the original color scheme made for a sign that was very difficult to read.

Chairman Turner / Commissioner Bliss 2<sup>nd</sup> made a MOTION to authorize the production of a second "sample" of the proposed wayfinding signs, and the MOTION carried without a negative vote.

##### Village Entry Signs

Executive Director McHugh informed the group that new Village "Entry" Signs were being planned in conjunction with the Wayfinding Sign program. In response to a query from Chairman Turner, Executive Director McHugh confirmed that "Entry" signs were an approved CDA project, and had been incorporated in the originally approved TIF #1 Project Plan.

##### Summer Breeze – Relocation Request

Executive Director McHugh explained that the Park Commission had been charged with recommending a site for the reinstallation of the "Summer Breeze" sculpture. To make sure that the monument did not need to be moved again in a just few years in order to accommodate future

construction on the lakefront, the Park Commission was asking for the CDA to work with PDI to identify a final location. Chairman Turner commented that it would not be practical to finalize the location without first knowing the rest of the plan. Park Commissioner Laurie Larson commented that the group had been asked to determine a final location, however, the group was not advocating installation if it was deemed to be premature. Executive Director McHugh explained that the statue was quite heavy and could cost \$5k to \$6k to have it remounted. He further noted that the DPW crew had to be extremely careful when it moved the monument off-site, and had no desire to move it again, except to reinstall it permanently on the lakefront. Chairman Turner suggested that the reinstallation of "Summer Breeze" be postponed until the final location is confirmed, and the group agreed. Commissioner Bliss asked that the group's desires be communicated to Mr. Brost, so that he was aware that the CDA "...continues to be very appreciative of his piece of art and has every intention to install it in a prominent location as soon as plans are finalized."

#### Fence Recommendation

Executive Director McHugh displayed a sample section of the fence recommended for approval by the Park Commission. He explained that the selected fence was produced by the Ameristar Fence Company and had a thinner profile than the Monumental Iron Works fence, which had been originally selected by the Park Commission and specified for CDA projects. In response to a question from Commissioner Wilson, Executive Director McHugh answered that the fence came with a 20 year guarantee. Trustee O'Connell stated from the audience that a real-world installation of the selected fence existed at the old K-Mart building in Delavan. She commented that after seeing the fence in a real-world application, it became clear that "...the only thing people will see is a black wall..." as they drive along the Beach. Park Commissioner Larson agreed that the fence would not be appropriate for use along Fontana's lakefront. In response to a question from Commissioner Wilson as to how the Park Commission planned to proceed, considering that the group was no longer in favor of the very fence they had recently recommended, Park Commissioner Larson responded that the group was going to reconsider wrought-iron and welded-steel type fences.

#### Fontana Boulevard Landscaping

Executive Director McHugh reviewed updated landscape plans for the Fontana Boulevard project. He noted that the plan incorporated several different species of "crab apple" trees, which would provide variation in color and texture throughout the season. Noting that the fence was still an undecided item, Executive Director McHugh explained that the only portion of the Fontana Boulevard landscaping project that might be included in the upcoming bid letting for STH 67 would be the street trees.

#### Confirm Quorum for Upcoming Meetings

##### Duck Pond Workshop

Executive Director McHugh reminded the group of the upcoming Workshop.

##### Next Regular Monthly Meeting

Executive Director McHugh confirmed for the group that the next regular meeting of the Community Development Authority would be held on November 1<sup>st</sup> at 6:00 pm.

#### Pending / Future Items

Hildebrand Conservancy – Boundary Delineation Project – No Discussion

Lakeshore Path Improvements – Third Ave. to Kinzie – No Discussion

Landscape Irrigation Master Plan – No Discussion

Hildebrand Conservancy – Trail Maintenance – No Discussion

Mill House Park Structure – No Discussion

Field Trips: Botanical Gardens | Wilson Center for the Arts – No Discussion

Referendum Schedule – No Discussion

Adjournment

Chairman Turner / Commissioner Petersen 2<sup>nd</sup> made a MOTION to adjourn the meeting at 8:52 pm, and the MOTION carried without a negative vote.

Minutes prepared by: Joseph A. McHugh, Executive Director

Note: These minutes are subject to further editing. Once they are approved by the Community Development Authority, the official minutes will be on file at the Village Hall.
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APPROVED:     **Pending**