

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN

REGULAR MEETING of the COMMUNITY DEVELOPMENT AUTHORITY

(OFFICIAL MINUTES)

Wednesday, April 05, 2006 @ 6:00 PM

Commissioner Chanson called the regular monthly meeting of the CDA Board to order at 6:03 pm in the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

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

Commissioners absent: Chairman Turner & Commissioner Bliss (Arrived @ 6:10 PM)

Also present: John Riggio, Pete Novak, Kevin Kirkland, Peter Scherrer, Cheryl Bartz (Walworth Times), Trustee Ron Pollitt, Village Administrator Kelly Hayden, Director of Public Works Craig Workman, Treasurer Peg Pollitt and Executive Director Joseph McHugh.

Elect Chairman Pro-Tem

Commissioner Chanson/Commissioner Petersen 2nd made a MOTION to elect Commissioner Chanson to the position of Chairman Pro-Tem in Chairman Turner's absence, and the MOTION carried without negative vote.

Announcements

Executive Director McHugh reviewed the announcements listed on the agenda.

Visitors Heard

Pro-Tem Chairman Chanson asked if any visitors wished to be heard. No response was received.

Approve Minutes

Executive Director McHugh explained that the minutes from the March 08, 2006 meeting were not available for approval.

Approval of Current Payables

Executive Director McHugh reviewed the list of current payables, prepared by Treasurer Pollitt, for a total of \$243,798.08. McHugh noted that the majority of the total was attributable to the Main Lift Station project.

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

Commissioner Bliss entered the meeting @ 6:10 PM

Re-Elect Chairman Pro-Tem

Commissioner Petersen/Commissioner Chanson 2nd made a MOTION to elect Commissioner Bliss to the position of Chairman Pro-Tem in Chairman Turner's absence, and the MOTION carried without negative vote.

Finance Reports

Full Accounting Statement

Executive Director McHugh reviewed the updated Full Accounting Statement and highlighted the approximately \$3 million projected surplus. Commissioner Hibbard requested clarification regarding the Lift Station Referendum and what affect it would have on the CDA's budget. McHugh explained

that the CDA's participation in the Lift Station project was capped and would not be affected by the recently approved referendum, unless the group chose to increase its financial commitment to the project.

Commissioner Petersen/Commissioner Chanson 2nd made a MOTION to approve the Full Accounting Statement, and the MOTION carried without a negative vote..

TIF Revenue Increment Calculator

McHugh presented the updated TIF increment projections, prepared by Ehlers & Associates.

PRESENTATIONS

Lakefront Redevelopment Concept – Presented by Kevin Kirkland (Lake Geneva Marine)

McHugh introduced Mr. Kevin Kirkland from Lake Geneva Marine. He explained that Mr. Kirkland's presentation tonight was for discussion only.

Mr. Kevin Kirkland provided those present with a brief history of his involvement in the property. He purchased the Marine Company from Jim Humphrey in 1990. Prior to 1990 he held management positions with tour and charter operators in Chicago and Lake Geneva. When he purchased the business, he approached the Village with a proposal for the site which tied in boat tours, a maritime historical museum, and a small restaurant. He hired an architect (waterfront specialist) and commissioned a rendering of the proposal (Mr. Kirkland displayed a board mounted rendering of the original proposal for those present). The proposal was envisioned as a multi-use facility that would still provided boat service and repair. Off-campus education was also considered for the project. Over the last 16 years, Mr. Kirkland has continually solicited input on the proposal from Village residents and officials. Mr. Kirkland is re-introducing the concept now, because the CDA is currently addressing the future of the Lakefront. He thinks the redeveloped area should incorporate some type of boat operation. Currently he has 450 customers, 185 of which are Fontana residents. He also sees a need on the lakefront for a small restaurant to complement the two existing full-service restaurants. Other potential options include working with local historical societies to display lake-related objects and artifacts. Chairman Pro-Tem Bliss asked Mr. Kirkland how he saw the museum being financially supported. Mr. Kirkland explained that he envisioned the museum being primarily supported by some, yet to be determined, non-profit organization. Commissioner Chanson explained to the group that he had spoken to Mr. Kirkland earlier and that the common perception of a museum didn't accurately portray the type of facility Mr. Kirkland had in mind. As opposed to a static display of a set collection of items, it would incorporate revolving exhibits and regularly programmed activities. Commissioner Wilson asked if Mr. Kirkland envisioned a single building, as opposed to the two buildings currently contemplated in the approved schematic design plan for the Lakefront. Mr. Kirkland explained that his plan incorporates a single 6,500 square foot building, which is equal to the amount of building located on the site today. Mr. Kirkland indicated that the project could be used to provide residents lakefront access, as well as the option to rent kayaks, canoes, etc. Mr. Kirkland was asked if he still planned to operate his marine business in the midst of the proposed multi-use facility. He explained that he was working to find alternative locations for the more mechanical type services and activities, but that he would still necessitate lake access. Commissioner Wilson asked if the existing ramp was still useable, considering the alterations made by the former owner. Mr. Kirkland indicated that the ramp was still fully useable. Chairman Pro-Tem Bliss asked Mr. Kirkland if he saw the museum component as being a replacement for the community center idea. Mr. Kirkland explained that he envisioned a hybrid of the two uses. Chairman Pro-Tem Bliss noted that the CDA had spent considerable time and effort on the current plan, but that it was still flexible enough, in his opinion, to incorporate some of the concepts Mr. Kirkland was proposing. Mr. Kirkland informed the group that he was planning to move forward with a well-detailed concept paper identifying the various parties involved and how it would be structured. Commissioner Wilson expressed her thought that the first question to answer is "how is it going to be funded?" Mr. Kirkland asked the audience if anyone present wished to address the issue. Trustee Pollitt asked if it was necessary to continue to launch power boats. Mr. Kirkland

claimed the launch was important. Trustee Pollitt suggested that he consider using the Village Launch. Administrator Hayden reminded the group that each individual committee and board in the Village had already concluded, in concept, that there would be no further launching activity on the redeveloped site. Chairman Pro-Tem Bliss stated that the Village should remain open-minded as the plan is developed. Mr. Kirkland informed the group that he was hoping to go to the Village Board to extend his lease, based on the fact that the CDA didn't anticipate initiating the lakefront portion of the TIF Project Plan until 2008. Executive Director McHugh summarized the presentation and requested general reaction from the group. On behalf of the group, Chairman Pro-Tem Bliss directed Mr. Kirkland to move forward and develop his concept paper; including more detailed information on potential funding sources.

TID #1 Infrastructure Projects

State Highway 67 Improvement Project

DPW Workman began the update on the Highway 67 project by introducing a necessary amendment to the engineering and design contract with Crispell Snyder.

Amendment to 3-Party Engineering Contract – Village, DOT & Crispell Snyder

DPW Workman reviewed Amendment No. 2 to the design engineering agreement between the Village, the Wisconsin DOT and Crispell Snyder. The amendment was already approved by the Village Board. Workman explained that the amendment is to address the inclusion of Geo-Foam in the project design. Specifically, the amendment provides for engineering services from an engineering sub-contractor, out of Utah, for the Geo-Foam product. The Geo-Foam is being used to mitigate some less than desirable soil conditions. McHugh explained that the Village has been aware of the Geo-Foam issue for over eight months. It has already been incorporated into the final design and this amendment simply incorporates the engineering costs into the 3-party agreement with the Wisconsin Department of Transportation.

Commissioner Chanson/Commissioner Petersen 2nd made a MOTION to approve Amendment No. 2 to the contract between the Village of Fontana, the Wisconsin Department of Transportation, and Crispell Snyder, as presented, and the MOTION carried without a negative vote..

Rollette Oil Citgo Gas & Convenience Store – Redesign Request

Workman reviewed the current status of Mr. Simon's (station owner) request to revise the design of the Highway project to include a curb-cut in the proposed raised median. Mr. Workman informed the group that Mr. Tom Greenwald (Paul Simon's Attorney) attended the recent Village Board meeting and that the trustees had agreed to schedule a meeting with Mr. Greenwald and his client to discuss the project. The meeting was scheduled by the Village Staff and then canceled by Mr. Greenwald's office without reason. Commissioner Bliss asked if Mr. Greenwald and his client were aware of the current schedule. McHugh reviewed several pieces of correspondence between the Village and Citgo representatives, which clearly addressed the project schedule. He further informed the group that Citgo representatives had recently met with DPW Workman and Trustee Petersen at the WDOT's Service Center in Waukesha to discuss the same issue. Executive Director McHugh requested confirmation from the CDA regarding their original positive recommendation of the Highway 67 plan to the Village Board.

Commissioner Wilson/Commissioner Hibbard 2nd made a MOTION to recommend that the Village Board continue with the Highway 67 Improvement Project, as currently designed, as was originally recommended by the CDA, and the MOTION carried without a negative vote.

Main Street Reconstruction Projects

Director of Public Works Workman directed the group's attention to documentation included in the meeting packets:

Change Order No. 1 – Mann Brothers (West Main Street Reconstruction Project)

Workman explained that the \$4,695.00 change order addressed additional concrete work performed on the project at the Village's request.

Commissioner Petersen/Commissioner Chanson 2nd made a MOTION to approve Change Order No. 1, for a total increase to the Mann Brothers, Inc. contract of \$4,695.00, and the MOTION carried without a negative vote.

Pay Request No. 4 – Mann Brothers (West Main Street Reconstruction Project)

DPW Workman reviewed Pay Request No. 4, for a total amount of \$22,057.23. The pay request was submitted last fall, but the release of the payment has been held-up while the final details of the change-order were worked out. The pay request includes the \$4,695.00 approved under Change Order No. 1. Workman explained that the requested payment included all but approximately \$5,000 of the currently withheld retainage. Chairman Pro-Tem Bliss asked if the job was complete to Mr. Workman's satisfaction, and he stated that it was. DPW Workman explained to the group that there was about \$2,000 worth of work charged to the Village which will be deducted from the payment to Mann Brothers. Chairman Pro-Tem Bliss directed Treasurer Pollitt to work with DPW Workman to ensure that any amounts due to the Village were settled prior to issuing the final payment.

Commissioner Petersen/Commissioner Chanson 2nd made a MOTION to approve Pay Request No. 4, for a total payment of \$22,057.23, and the MOTION carried without a negative vote.

Fontana Boulevard Reconstruction Project

DPW Workman reviewed the status of the Fontana Boulevard Utility Project. Mr. Workman pointed out that the 72" pipe has disappeared from the Beach Parking lot. At this point, all of the pipe-work has been completed in Reid Park and the restoration of the park is underway.

Pay Request No. 4 – Mann Brothers (Fontana Boulevard Utility Project)

DPW Workman introduced Pay Request No. 4, for a total amount of \$212,090.78.

Commissioner Petersen/Commissioner Chanson 2nd made a MOTION to approve Pay Request No. 4, for a total payment of \$212,090.78, and the MOTION carried without a negative vote.

Main Lift Pump Station

DPW Workman provided the group with an update on the Lift Station project. The excavation on the project has been completed. The bottom slab has been poured and required approximately 346 yards of concrete, as well as couple thousand feet of rebar. The project is gaining momentum and moving along steadily.

Increase in CDA funding Commitment - \$500,000

Executive Director McHugh reviewed the action of the CDA at the previous month's meeting to commit an additional \$500,000 to improvements in Reid Park, specifically the new Reid Park Restroom and Pavilion, with a contingency that it be reviewed for TIF eligibility by the CDA's attorney, Hank Gempeler. McHugh stated that following the last meeting, the funding commitment was reviewed by Mr. Gempeler, and that he had explained that the project may have TIF eligibility issues. As such, there are currently no plans for the CDA to fund the Restroom Facility. McHugh informed the group that, in light of the recently identified spending limitations, the Village is asking the CDA to reconsider increasing the amount of its commitment to the Lift Station. McHugh reviewed the referendum that was passed by the electorate the day before the meeting, which increased the total allowed expense of the Lift Station project to over \$3 million. He further reminded the group that the \$1 million commitment made by the CDA was based on a 50% share of an estimated \$2 million facility. Commissioner Wilson requested clarification as to how the new restroom facility would now be funded. Administrator Hayden explained that the Sewer Utility would bond for the necessary funds. She further explained that the contract for the Reid Park Restroom and Pavilion was in the process of being executed with Magill Construction. Chairman Pro-Tem Bliss stated that he was in favor of increasing the funding for the lift station, but he felt that

the increases in construction costs should cause the Village to seriously reconsider the construction of the new restrooms in Reid Park. Administrator Hayden informed the group that the Board had managed to reduce the final contract for the restrooms by approximately \$30,000, and thus reduced it to below the \$400,000 cap originally set by the Village Board. McHugh presented the rendering of the Reid Park Restroom and Pavilion, recently prepared by Workshop Architects, and explained that the color scheme of the building was to match the Beach House. In final discussions on the funding request, Chairman Pro-Tem Bliss stated for the record that a new \$1.5 million commitment from the CDA, if approved, should be the final amount. DPW Workman informed the group that he anticipates actual start-up of the new station to occur as late as August. However, site restoration should be completed by the end of June.

Commissioner Petersen/Commissioner Fisk 2nd made a MOTION to increase the CDA's commitment to the Main Lift Pump Station by \$500,000, and the MOTION carried without a negative vote.

Reid Park Restroom and Pavilion

DPW Workman informed the group that the Village Board had recently approved a construction contract with Magill Construction for \$399,200. Pending submission of the proper insurance documentation and the final execution of the contract, the project is underway.

Beach Improvement Project

DPW Workman informed the group that the Beach House is progressing steadily. The grade beams have been installed and the project should start coming up out of the ground in the next couple of weeks. McHugh reviewed the revised schedule presented by Mr. Gary Gilbank at the most recent construction progress meeting. Even with consideration given for the recent delay, Mr. Gilbank intends to have the project completed in time for the Fourth of July. Commissioner Hibbard asked if Gilbank was planning to install any fencing. McHugh explained that the contractor was going to reinstall the cyclone fencing that was removed for the project. The new wrought iron fencing proposed for the lakefront will be installed at a later date.

Third Avenue Reconstruction Project

Executive Director McHugh explained to those present that the original schedule for the Third Avenue group of projects anticipated a Fall commencement with a Spring completion, in order to avoid construction during the peak summer months. With the referendum for the Third Avenue projects currently scheduled for the September election, the final engineering needs to be completed now in order to stay on schedule. McHugh explained that in order to complete the final engineering, there needs to be a final decision made on the Pioneer Park turnaround. To that end, the planning efforts for Pioneer Park are going to be resumed.

TID #1 Development Projects

Mill Street Plaza – FairWyn, Ltd.

McHugh informed the group that the 'Development Schedule' included in the "Agreement to Undertake Development", which was entered into by the Village and FairWyn, Ltd., for the Mill Street Plaza project, needed to be revised. He explained that Mr. Pollard had originally asked to postpone the construction of the proposed Retail Building to May of 2006, so that it coincided with the commencement of the STH 67 Improvement Project. McHugh further explained that the construction of the Retail Building needed to begin shortly, in order to keep in step with the overall project schedule.

Commissioner Petersen/Commissioner Hibbard 2nd made a MOTION to extend the deadline on the development schedule on the Retail Project to May of 2006, and the MOTION carried without a negative vote.

Cliffs of Fontana – PAR Development (Planned Unit Development)

McHugh provided the group with an update on the proposed Cliffs of Fontana Development. He explained that the Plan Commission had been presented with the newly submitted PIP, or Precise Implementation Plan, at their last meeting, and that there was a great deal of debate regarding a retaining wall being proposed for the rear wall of the development. McHugh noted that one of the primary areas of concern for the Plan Commission was the choice of Uni-Lock Pisa II engineered block as the retaining wall material. McHugh noted that it was the historical practice in the Village for the CDA to review and approve the general concept in accordance with the adopted Resolution, which requires CDA approval on all construction over \$10,000. Following the CDA's involvement, the Plan Commission would be charged with reviewing the Precise Implementation Plan and making the final recommendation to the Village Board, unless the CDA specifically requested that all or some of the final details be brought back for review. McHugh distributed a product brochure from Uni-Lock with photos of retaining wall installations using the Pisa II product. He notified the group that the plan was going to return to the Plan Commission in April and asked if the CDA wished to revisit the project. The general consensus of the group was to allow the Plan Commission to make the final recommendation.

General Business

Urban Non-Point Source and Stormwater Grant Applications

McHugh reviewed the status of the Grant Applications being prepared by Ruckert Mielke. He explained that the DNR program provides up to a 70% match for Stormwater Planning projects.

Stormwater Management Plan Grant

McHugh reviewed the final draft of the application for funds to perform stormwater planning specifically related to Pottowatomie Creek. The anticipated commitment from the Village, based on Ruckert Mielke's proposed budget, would be approximately \$14,200.

Storm Water Utility Feasibility Study Grant

McHugh reviewed the final draft of the application for funds to perform a storm water utility feasibility analysis. The anticipated commitment from the Village, based on Ruckert Mielke's proposed budget, would be approximately \$15,604.

Assuming the Village is successful in its efforts, Commissioner Wilson asked for clarification regarding the next step. McHugh explained that once the stormwater plan and the feasibility analysis were completed, the Village would move forward with finalizing and adopting a stormwater management plan. Such a plan would identify specific improvement projects, for which additional grant monies were also available. Chairman Pro-Tem Bliss asked if preparing a stormwater management plan would increase the Village's chances of obtaining future grant monies. McHugh and Workman agreed that the completion of a management plan would greatly improve the Village's chances. Commissioner Wilson suggested that area land owners could also commit funds once the extent of the stormwater problems had been identified.

Commissioner Chanson/Commissioner Fisk 2nd made a MOTION to submit the two applications to the DNR's Urban Non-Point Source and Stormwater Grant Program, as presented, and the MOTION carried without a negative vote.

Novak's Place Restaurant (158 Fontana Boulevard)

Executive Director McHugh reviewed the letter, submitted by Pete and Lynn Novak, regarding their request for an increase in the amount of money available for their façade improvement project. Attached to the letter were two quotes for the proposed improvements, as well as copies of invoices for previously completed work. McHugh provided the details of a meeting held between representatives of the CDA and Pete and Lynn Novak back in the fall. One of the concepts discussed at the meeting was the actual demolition of the existing building and the complete redevelopment of the property. Since that time, Mr. Novak has moved forward with his restaurant

concept and is concentrating on improving the façade of the building. McHugh explained that Mr. Novak has, based on documentation he submitted, invested over \$20,000 in the project already. Depending on which of the two estimates he chooses (O'Neill Builders –or– Quality Steel Homes), he could invest another \$47,000 to \$48,000 in the property. McHugh explained that the CDA's Façade Improvement Program funds up to 25% of eligible project costs, up to a maximum amount of \$10,000. McHugh went on to explain that Mr. Novak is requesting that the CDA consider either increasing its percentage share, or increasing the maximum amount allowed under the program. Mr. Novak informed the group that he was currently working with the Building and Zoning Department with respect to reconfiguring the parking lot. One of the goals is to increase the amount of greenspace on the property. Mr. Novak informed the group that he wishes to move forward with the Façade project, pending the final answer from the CDA. McHugh reminded the group that the decision to limit CDA commitments in the Façade Improvement program to 25% or less of the eligible project costs was a conscious effort to maintain a revenue neutral program. Based on information provided by Ehlers & Associates, the TIF District can confidently commit \$1 in project costs for every \$4 of increment generated and basically breakeven. To increase the CDA's share to more than 25% runs the risk of spending more on the project than what would realistically be recovered in future tax increment. Chairman Pro-Tem Bliss asked for clarification as to how much Mr. Novak anticipated spending on the building. McHugh reviewed the documentation included in the packet. Mr. Bliss requested clarification from Mr. Novak as to exactly what he was looking for from the CDA, and what impact on his plans the CDA's funding commitment, or lack thereof, would have? Mr. Novak explained that he would most likely not move forward with the project if the CDA did not increase its commitment beyond the \$10,000 cap. Commissioner Petersen asked Mr. Novak what he intended to do with the newly expanded parking area. Mr. Novak explained that he planned to blanket the new gravel area with top soil and then simply reseed the area. Commissioner Wilson asked Mr. Novak for a revised elevation plan, which incorporated the improvements already made to the property. Chairman Pro-Tem Bliss stated that the CDA should stick with clear limits for the Façade Improvement program, to avoid the subjective analysis of future projects. He further stated that the CDA should not be in the position to subsidize businesses. Mr. Novak was directed to refine the details of his proposal.

Hildebrand Conservancy

Conservation Easement to Geneva Lake Conservancy (Approx. 12 Acres)

Executive Director McHugh explained that the Village Board had recently approved the final draft of the Conservation Easement. He further explained that the document still required final recommendations from the CDA and the Plan Commission. Commissioner Petersen noted that the conservation easement was exactly what the CDA had intended for the property when it was originally purchased.

Commissioner Petersen/Commissioner Hibbard 2nd made a MOTION to approve the final conservation easement, as presented, subject to final review and recommendation from the Plan Commission, and the MOTION carried without a negative vote.

Mill Street Trailhead – Boundary Delineation

Exec. Dir. McHugh informed the group that the Department of Public Works had been working on the site to clear out the brush and the dead trees. In addition, representatives of the Park Commission walked the site and flagged the boundary of the newly proposed entrance to the Hildebrand Conservancy off of Mill Street. McHugh indicated that the Village's GIS consultant obtained the flag locations with a GPS unit, and the data was then transmitted to PDI. McHugh reviewed an exhibit included in the packets, which showed the flag locations.

Agrecol – Native Plant Restoration Project

Exec. Dir. McHugh informed the group that Agrecol was starting up again for 2006. He presented a status report which had been recently prepared for the Park Commission. He further noted that the CDA was still responsible for approximately \$20,000, of the existing Agrecol contract.

Fontana Village Inn (100 Dewey Avenue) – Condo Plat

Executive Director McHugh informed the group that a Condo Plat had been recently submitted by the owner's attorney, Tim Swatek. Because the Plat reflected a change in ownership only, it would not come to the CDA for review and/or recommendation.

2006 Series Bond Issue

McHugh informed the group that the Finance Committee had recommended that the Village refund two outstanding liabilities as part of the upcoming bond issue. The refunding of the Walworth State Bank and the State Trust Fund, brings the total borrowing up to just under \$8 million. Once the final 'Schedule of Values' for the Highway is received from the DOT, the actual amount of the bond issue will be determined, and the Village should be selling the bonds in approximately two months.

Liesch Environment Services – Landfill Delineation – Village land on Wild Duck Road

McHugh reviewed the proposal by Liesch Environmental Services to perform a Landfill Delineation in conjunction with the already approved Phase I ESA (Environmental Site Assessment). Chairman Pro-Tem Bliss asked when the proposed work would take place. McHugh relayed information from an earlier telephone conversation with Mr. Scott Rickard (Liesch Environmental Services, Inc.) that the subcontractor performing the actual delineation would be available to perform the work in May. Commissioner Hibbard/Commissioner Chanson 2nd made a MOTION to approve the proposal from Liesch Environmental Services, to coordinate the performance of a landfill delineation on village owned land, as defined in the proposal, at an estimated cost of \$5,881.00, and the MOTION carried without a negative vote.

Lakefront / Village Center Survey Project

McHugh informed the group that the preliminary draft of the survey had been supplied to PDI (Planning & Design Institute). He further noted that the final draft of the survey was forthcoming.

Village Board Report

In Chairman Turner's absence, Commissioner Petersen indicated there was nothing to report, other than what had already been discussed.

Lakefront & Harbor Report

Commissioner Chanson indicated that there was nothing to report.

Park Commission Report

STH 67 Street Signage

McHugh informed the group that the Park Commission was planning to have a final street sign selection in time for the next CDA meeting.

Wayfinding Signage

McHugh distributed an exhibit from Timberline Signs showing the proposed Wayfinding Sign. He relayed a suggestion made by Susan Geye of the Park Commission, that the new sign be located at the intersection of **South** Main Street and STH 67. The original location at **West** Main Street and STH 67 would place the new sign along a section of highway that will be under construction beginning May 1st and it would make little sense to install the sign on a closed highway.

Executive Director Report

No Report

Confirm Quorum for Upcoming Meetings

Chairman Pro-Tem Bliss confirmed that the next regular meeting of the Community Development Authority would be May 03, 2006 at 6:00 pm.

Change Regular Meeting Date & Time

McHugh expressed concerns from Village Staff that the CDA meeting's placement after the Village Board's monthly meeting was causing minor problems. Specifically, items that require Board approval following a CDA recommendation are now difficult to schedule. Chairman Pro-Tem Bliss indicated that moving the meetings to the last Wednesday of the month would force him to miss at least four regular meetings per year. Commissioner Petersen suggested that the issue be referred to Chairman Turner.

Pending / Future Items

Whowell Apartment Complex

McHugh informed the group that the Whowell's request to vacate the remaining half of Big Foot Street was tabled at the April Board meeting.

Adjournment

Commissioner Chanson/Commissioner Petersen 2nd made a MOTION to adjourn the meeting at 8:02 pm, and the MOTION carried without negative vote.

Minutes prepared by: Joseph A. McHugh, Executive Director

APPROVED: 05.03.2006