

VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN

---

**REGULAR MEETING of the COMMUNITY DEVELOPMENT AUTHORITY**

---

**(OFFICIAL MINUTES)**

**Wednesday, August 06, 2008 @ 6:00 PM**

Chairman Turner called the regular monthly meeting of the CDA Board to order at 6:01 pm in the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

**Commissioners present:** Roll call vote: Hibbard, Petersen, Chairman Turner, Chanson, Wilson, Fisk (Arrived @ 6:03 pm) & Bliss (Arrived @ 6:11 pm)

**Commissioners absent:** None

**Also present:** Village President Ron Pollitt, Administrator Kelly Hayden, Treasurer Peg Pollitt, Director of Public Works (DPW) Craig Workman, Librarian Nancy Krei, & Engineer Thomas Boyke (Ruekert Mielke).

**Visitors Heard**

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

**Announcements**

Chairman Turner asked the group to read the announcements listed on the agenda at their leisure: Thursday, August 7th @ 4 pm – Mill Street Plaza Open House (Sponsors: Geneva Lake West Chamber of Commerce & FairWyn Ltd.), Thursday, August 14th @ 5 pm – Blue Ribbon Lakefront Building Committee Meeting, Monday, August 25th @ 5:30 pm – Plan Commission Monthly Meeting, Thursday, August 28th @ 5 pm – Blue Ribbon Lakefront Building Committee Meeting, Tuesday, September 2nd @ 6 pm – Regular Monthly Village Board Meeting, Saturday, August 30, 2008 – Mill House Pavilion & Porter Ct. Plaza Open House Events, Saturday, August 30, 2008 @ 4 pm – “Pig in the Park” Fund-Raising Event in Reid Park, (Monies from the Event are for the replacement of equipment in Little Foot Playground).

He specifically reminded the group that the open house event for the Mill Street Plaza development was scheduled for the following day at 4 pm. Chairman Turner also noted the upcoming “Open Houses” for the Mill House Pavilion and the Porter Court Plaza, which were both scheduled to coincide with the “Pig in the Park” event on August 30th. Chairman Turner requested that the CDA Commissioners attend the upcoming events if they were able. With respect to the various events scheduled for August 30<sup>th</sup>, he informed those present that the Village had approved funds to provide golf carts during the day to transport people to the various activities.

**Approve Minutes**

Commissioner Chanson/Commissioner Petersen 2<sup>nd</sup> made a MOTION to approve the minutes for the special joint meeting of the Village Board, Plan Commission and Community Development Authority, held on July 07, 2008, and the MOTION carried without a negative vote.

Commissioner Chanson/Commissioner Petersen 2<sup>nd</sup> made a MOTION to approve the minutes for the regular monthly meeting of the Community Development Authority, held on July 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 \$248,098.80. He noted that all project expenses had been reviewed and approved by him, Village Treasurer Peg Pollitt, DPW Workman, and the project engineer, Ruekert Mielke, where applicable. Chairman Turner asked if any of the commissioners had any questions on the current payables and no questions were raised.

Commissioner Petersen/Commissioner Chanson 2nd made a MOTION to approve the Claims Payable report, of \$248,098.80, and the MOTION carried without a negative vote.

**Commissioner Jeff Fisk arrived and entered the meeting room @ 6:03 pm.**

**Finance Report – Treasurer Pollitt**

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

Chairman Turner introduced the full accounting statement. He asked for an explanation as to why there was still money outstanding on the STH 67 project. Executive Director McHugh explained that the Wisconsin Department of Transportation had not yet invoiced for the final expenses on the project. He further explained that, per the auditor, the monies had been charged to the year in which the project was completed. He confirmed that although the monies had already been charged to the account, that there was still an outstanding liability which needed to be shown on the statement. He commented that he had been informed by representatives of the DOT that final settlement can sometimes take years after a project is completed. With respect to the cost-to-complete estimates for the current year, 2008, Executive Director McHugh stated that certain amounts would be pushed forward to 2009 in order to coincide with the construction schedules, specifically the projects included in Duck Pond Phase II. In reference to the projected deficit, based on the current estimates and projections, Commissioner Chanson reminded the group that the TIF District Funds were fully allocated. Chairman Turner asked if the projected increment from the Abbey Spa Renovation project had been included in the increment projections, and Executive Director McHugh noted that it had not. Chairman Turner asked that Executive Director McHugh work with Treasurer Pollitt to update the increment projections. Chairman Turner requested clarification regarding the \$500k allocated to redevelopment in the 2008 budget, and Executive Director McHugh explained that the \$500k was the TIF assistance loan for the Abbey Spa Redevelopment project. Commissioner Fisk offered that the increased value of the Spa should be included in the increment projections. Chairman Turner agreed that the increment should be included, since the payback of the investment was guaranteed under the TIF Financing Development Agreement. Executive Director McHugh confirmed that he would work with Treasurer Pollitt to revise the projections.

**PRESENTATIONS**

**No Presentations Scheduled for this Meeting.**

Chairman Turner announced that there were no formal presentations scheduled for the evening's meeting.

**TID #1 Infrastructure Projects - Public Works Director Workman**

Chairman Turner directed the group's attention to several pay requests, which had been approved by the Village Board at their previous meeting, subject to final review and approval by the CDA. Executive Director McHugh noted that "Contact Status Reports", prepared by Ruekert Mielke, were included for each of the projects and had been attached to the associated pay requests in the packets.

**Wild Duck Road & Pedestrian Path Project – Update  
Mann Brothers Pay Request No. 8 (\$15,603.78)**

DPW Workman presented Pay Request # 8, prepared by Ruekert Mielke and totaling \$15,603.78, for the Wild Duck Road & Pedestrian Path project. He recommended that the pay request be approved. Commissioner Petersen/Commissioner Chanson 2nd made a MOTION to approve Pay Request #8, totaling \$15,603.78, for the Wild Duck Road & Pedestrian Path project's construction contract with Mann Bros, Inc., as prepared by Ruekert Mielke, and the MOTION carried without a negative vote.

**Porter Court Plaza Project – Update**

**Mann Brothers Pay Request No. 5 (\$57,820.05)**

DPW Workman presented Pay Request # 5, prepared by Ruekert Mielke and totaling \$57,820.05, for the Porter Court Plaza project. He recommended that the pay request be approved.

Commissioner Petersen/Commissioner Chanson 2nd made a MOTION to approve Pay Request #5, totaling \$57,820.05, for the Porter Court Plaza project's construction contract with Mann Bros, Inc., as prepared by Ruekert Mielke, and the MOTION carried without a negative vote.

**Beach Fence Replacement Project**

**Century Fence Company Pay Request No. 1 (\$69,730.47)**

DPW Workman presented Pay Request # 1, prepared by Ruekert Mielke and totaling \$69,730.47, for the Beach Fence Replacement project. He recommended that the pay request be approved.

Chairman Turner noted for the group that there was a conflict with Century Fence regarding the details of the fence installation. He explained that the Village was being encouraged by the project engineer, Ruekert Mielke, to pay for the portions of the fence that had been installed correctly. He noted that the Pay Request had been approved by the Village Board. In response to a question from Commissioner Chanson, Executive Director McHugh confirmed that there was still \$110,419.03 outstanding on the contract. Chairman Turner informed the group that while large portions of the fence had not been installed correctly, the Village Attorney had advised the Village to pay for the portions of the fence installed properly, in order to avoid potential legal claims of damage by Century Fence.

Commissioner Petersen/Commissioner Chanson 2nd made a MOTION to approve Pay Request #1, totaling \$69,730.47, for the Beach Fence Replacement project's construction contract with Century Fence, as prepared by Ruekert Mielke, and the MOTION carried without a negative vote.

**Schmitz Fence & Gate Access Easement – Update**

No update provided.

**Storm Water Management Plan (RE: Potowatomi Creek) – Update**

Chairman Turner quickly reviewed for the group that the creation of a village-wide storm water management plan was the first step in the CDA's plan to address issues along Potowatomi Creek, which was included as part of the CDA's "Environmental Master Plan – East of STH 67" project. Executive Director McHugh stated the DPW Workman had created a Storm Water Advisory Committee, which at the CDA's direction, included Jim Knulty as a representative of the Big Foot Country Club. He presented a list of the group's members and noted that representatives were also included from several affected residential areas, such as the Abbey, Country Club Estates and Glenwood Springs. Chairman Turner reminded the group that the CDA was funding a portion of the project, as it related to TID No. 1. Beyond the storm water management plan, Chairman Turner noted that the Village was also moving forward with a feasibility analysis for the creation of a storm water utility.

**Commissioner Skip Bliss arrived and entered the meeting room @ 6:11 pm.**

**Program Plan: VOF Compost Operations – Update**

Chairman Turner informed the group that DPW Workman had created a Compost Advisory Committee. He noted that a list of the new committee's members had been included in the group's meeting materials. Executive Director McHugh commented that the information was for information only, but that the group would be instrumental in determining how the on-going compost operations would be incorporated into the Village's overall plan for the redevelopment of the Duck Pond property.

**Kinzie Avenue Road Reconstruction Project – Update**

Chairman Turner noted that construction activity had already begun on Kinzie Avenue. Executive

Director McHugh added that the current work was being completed by the utility companies to bury the overhead utilities prior to the reconstruction of the street. Executive Director McHugh reviewed the issue of tree replacement along the parking lot owned by the Fontana Community Church. He noted that he was continuing with Ruckert Mielke to develop cost estimates for the replacement of three crab apple trees along the south side of the street.

### **General Construction Updates**

Commissioner Hibbard asked if there were any updates on the Duck Pond Groundwater Investigation project. Executive Director McHugh reviewed the preliminary results of the groundwater analysis, submitted via e-mail that day by Leo Linnemanstons of STS Consultants. He stated that the results were favorable, and it appears that the former landfill does not appear to be impacting groundwater quality. DPW Workman cautioned the group not to celebrate just yet. He noted that the first round of sampling had been completed the previous month. In response to a question from Commissioner Chanson, DPW Workman did confirm that the preliminary results were encouraging. DPW Workman explained that there would be three additional rounds of groundwater sampling performed. He explained that the goal is to accurately account for the movement of the groundwater level up and down during the various seasons of the year. With respect to the results, DPW Workman noted that one of the wells had shown a higher than expected level of lead, which was being rechecked. There were also some questions regarding detectable levels of synthetic organics which were being further investigated by STS. Chairman Turner reminded the group that the intent of the Village was to complete the investigation and then, assuming positive results, move forward with an application for a VPLE (Voluntary Party Liability Exemption) from the Wisconsin DNR.

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

#### **Mill Street Plaza (FairWyn, Ltd.) – Update**

Chairman Turner asked for an update on the upcoming “Open House”. Executive Director McHugh explained that the “Open House” was a joint effort between the Geneva Lake Chamber of Commerce and Brian Pollard’s company, FairWyn, LLC. The primary purpose was to generate interest in the final remaining commercial unit in the Retail Building.

### **General Business**

#### **Proposed TID Project Plan Amendment No. 3 by Ehlers - Update**

Chairman Turner asked for clarification as to why the group was moving forward with a project plan amendment. Executive Director McHugh reminded the group that the proposed amendment had been the recommendation of the CDA’s attorney. He further explained that it was solely an amendment of the narrative contained in the project plan, specifically the proposed Lakefront Building and the inclusion of Kinzie Avenue in the STH 67 project. He clarified that no additional funds were being requested. He informed the group that the Joint Review Board was scheduled to convene on August 25<sup>th</sup> to review the proposed amendment. That meeting would be immediately followed by a Public Hearing in front of the Plan Commission on the same evening. Executive Director McHugh quickly reviewed the taxing jurisdictions that comprised the JRB (Joint Review Board). Commissioner Wilson stated that the purpose of amending the description for the Lakefront Building in the TID No. 1 Project Plan was simply to ensure that the plan represented the project as currently contemplated by the Village, and that it was not an additional project. Executive Director McHugh confirmed that she was correct, and restated that no increase in funds was being sought. Executive Director McHugh stated his opinion that the revised project would be a far greater asset to the Village than the single-use commercial project originally planned.

#### **CDA Meeting Schedule – Discuss Changing Standard Meeting Date**

Chairman Turner introduced the concept of changing the CDA’s meeting schedule, and noted his understanding that Commissioner Bliss would have difficulty attending regularly if the meeting was moved to the last Wednesday of the month, as proposed by the Village Administrator. Commissioner Bliss stated his opinion that, although it may be bothersome at times, the current

schedule had not resulted in any serious problems. President Pollitt expressed his frustration with having to make Village Board decisions subject to a subsequent review and consideration by the CDA. Chairman Turner agreed with Commission Bliss that no serious problems had occurred to date. He acknowledged that the schedule could lead to coordination issues, but that could be avoided if items were simply not considered by the Village Board until after the CDA had made its recommendation. President Pollitt noted his opinion that it was a problem from the Village Board's perspective. Chairman Turner stated his opinion that the meeting date should remain unchanged. Commissioner Wilson agreed that the existing meeting schedule had worked well to date. Village Administrator Hayden explained that she would prefer that the CDA met prior to the Village Board. When asked by Chairman Turner why items could simply not go to the CDA first, prior to the Village Board, Village Administrator Hayden explained that it would then take too long to pay vendors and contractors on CDA projects, who expect their claims and "pay requests" to be processed without delay. She further noted that the final decision rested with the Village Board and that those decisions should not be made contingent on the consideration of the CDA several days later. Chairman Turner commented that there had never been an instance where the CDA did not approve a payment previously authorized by the Village Board.

Chairman Turner/ Commissioner Bliss 2nd made a MOTION to maintain the current CDA meeting schedule, with the group meeting on the first Wednesday of the month, and the MOTION carried without a negative vote.

#### **Walworth-Fontana Pedestrian Path – Update**

Executive Director McHugh reviewed a financial analysis he had prepared at the request of Chairman Turner. Should the CDA move forward with borrowing the total amount of the project's cost remaining after the funds from the DNR's Recreational Trails Program had been utilized, the approximate yearly payment would be \$5,936.53. Executive Director McHugh clarified that the payment amount would be based on a 50/50 cost share between the two communities and that it further assumed that the amount would be borrowed as part of a 20-year bond issue including additional TID No. 1 projects in 2009. Chairman Turner offered that the Village of Walworth should be approached with the proposal, as an alternative to Walworth having to totally allocate the approximately \$75k out of their current budget. Chairman Turner expressed disappointment that the project appeared to be grinding to a halt over funding concerns. Commissioner Chanson asked if the proposed arrangement would split the costs evenly between the two communities and Executive Director McHugh confirmed that his calculations were based on a 50/50 cost share for the project. Commissioner Bliss asked why the Village of Walworth would not prefer to bond for their portion of the project directly. Village Administrator Hayden explained that the Village of Walworth does not typically bond for projects, but that they pay for infrastructure projects out of their general levy or with short term borrowing. In response to a question from Village Administrator Hayden, Executive Director McHugh confirmed that he had incorporated an approximate total of \$300k in the current 2008 budget for the project and had also shown the entire amount of the DNR Grant (\$152k) as income, because the Village of Fontana had been identified as the project coordinator with the DNR. Any share of the project's cost provided by the Village of Walworth would be accounted for as income in future years, and had not been estimated due to the fact that negotiations were still in progress.

Commissioner Chanson/ Commissioner Hibbard 2nd made a MOTION to direct that the funding proposal prepared by Executive Director McHugh for the Pedestrian Path project, based on a 50/50 cost share and further based on an arrangement where the Village of Fontana would bond for the total amount of the project remaining after the DNR grant funds were utilized, be presented to the Village of Walworth, and the MOTION carried without a negative vote.

Following the vote, Commissioner Wilson stated that she was happy to see the project moving forward. Commissioner Petersen asked what would happen if the Village of Walworth rejected the proposal, and Chairman Turner noted it would then need to be further discussed by the CDA. Chairman Turner commented that both Villages would probably prefer not to miss out on the potential of \$150k in matching grant funding from the DNR. He commented on the value of the

pedestrian path connection and noted that he saw tremendous use of the paths already installed along highway 67. With respect to the grant award, Executive Director McHugh noted his opinion that the intergovernmental cooperation between the both villages had been instrumental in the success of the grant application.

**Abbey Resort & Fontana Spa | Tax Increment Financing Development Agreement  
Reimbursement Draw # 3 | Project Update**

Executive Director McHugh informed the group that the third “draw request” for the Abbey Spa project had been received and paid by the Village. He presented a copy of his letter authorizing the transfer of the funds and reminded the group that the funds were being disbursed by Chicago Title per the terms of the agreement. He also distributed a copy of the statement documenting the project expenses to date. Commissioner Chanson requested clarification on the total cost of the renovation project. Executive Director McHugh, in reference to the documentation provided for Draw #3, noted that the total project cost was \$1,242,909.79. In response to a question from Chairman Turner, Executive Director McHugh confirmed that \$70,346.16 of CDA funds remained in the account managed by Chicago Title. Commissioner Petersen commented on his experience at the recent Open House held for the renovated Spa. He offered that the renovation appeared to be little more than updated finishes. Commissioner Wilson offered her understanding that the renovation project concentrated more on addressing the deteriorated physical infrastructure than originally planned. She further commented that the Abbey had relayed that fact during their presentation of the revised plans, which had subsequently been approved by the Village Board and the CDA. Having visited the spa, she offered that the Abbey had completed the project as presented. Commissioner Wilson did note that the Abbey had not yet completed the new entrance to the Spa. With respect to the level of improvement, Commissioner Wilson was pleased that the Abbey had made the effort to upgrade the physical infrastructure, as opposed to simply hiding problems behind new paint and wallpaper. Commissioner Bliss stated that he was under the same impression; that a substantial portion of the project’s costs were attributable to repairing aging infrastructure, which resulted in the Abbey not being able to complete the project as originally proposed. He was quite confident that the project presented originally by the Getty’s group could not have been completed for \$1 million, once the costs to address underlying facility issues were included. He expressed concern with the renovated Spa’s ability to drive occupancy as intended. Commissioner Wilson offered that now that the extensive renovation of the facility had been completed, the Abbey would be better positioned to make on-going upgrades and improvements to the spa, as well as its operation. Chairman Turner stated that he was of the same opinion as Commissioners Wilson and Bliss. He offered that the Abbey had completed an extensive \$1.2 million dollar renovation of the facility, and that the Abbey had guaranteed repayment of the CDA’s investment via contracts and a LOC (Letter of Credit). It would now be up to the Abbey to market the new spa and determine just how much of an impact can be made on occupancy going forward.

**Blue Ribbon Lakefront Building Committee – Update**

Chairman Turner quickly reviewed for the group the members of the Blue Ribbon Committee for the Lakefront Building. Commissioner Wilson reported that the committee had determined that the first step of the process was to issue the opinion survey originally developed by the CDA. Chairman Turner expressed concern that the committee would fall behind schedule if they chose to move forward with a survey before starting the design-development of the future Lakefront Building. He reminded Commissioner Wilson that the goal was to have an estimated construction cost in time for the April Election, so that it could be put out for referendum. Chairman Turner further expressed frustration with the appearance that the project was now starting from square one. He commented that a great deal of work had already been completed to date. Commissioner Bliss asked why the survey had not been sent out when first developed, and Administrator Hayden noted that it had been shelved at the direction of the CDA. Commissioner Chanson stated that the CDA had previously approved a community center, with a marine presence, possibly a small coffee shop/restaurant, and a meeting room type space. Commissioner Wilson offered that while the CDA may have come to that conclusion, she did not feel that the community had done the same. Commissioner Chanson echoed

Chairman Turner's concerns that a great deal of time and effort had been wasted, if it was now the plan of the committee to start the process back at the beginning. With respect to schedule, Executive Director McHugh noted that the creation of the new Blue Ribbon committee had taken close to two months between approvals from the Village Board and the CDA. In reference to the activities of the new group, he stressed that they had only started the process at their first meeting two weeks earlier. He did not see any reason to assume that the group could still not get an estimated construction cost in time for the April referendum. Commissioner Chanson stated that if the group was planning to consider whether or not we should even have a building in the first place, he was not in favor of it. Commissioner Wilson stated that the members of the Blue Ribbon committee were not comfortable moving forward with the design of the building without obtaining both citizen and resident input. Chairman Turner offered that the village had already conducted at least two Town Hall meetings on the subject to gather input. Commissioner Petersen asked who was intended to fund the new planning process. Executive Director McHugh clarified that the Blue Ribbon Committee had no spending powers of its own, and that the funds for planning the Lakefront Building had been budgeted by the CDA. Commissioner Wilson asked why the Blue Ribbon Committee had been created if the group was not intended to design the Lakefront Building. Commissioner Chanson stated that the committee had been created to finalize the details of the project already approved in concept by the CDA. Village Administrator Hayden noted that the concept of a survey had been discussed numerous times in the past, and that the committee felt it was imperative to gather the survey data, if the project was hoped to pass via referendum in April. Chairman Turner charged Executive Director McHugh with keeping the process on schedule. Commissioner Wilson noted that the group would be meeting again on the 14<sup>th</sup>. Commissioner Chanson asked what would happen if the survey results directed the design in an entirely new direction. Commissioner Wilson maintained that the design of the building should be driven by what the people in the village wished to see on the lakefront. Commissioner Petersen stated that the project should already be under construction at this point, considering the amount of time and effort that had already gone into its design. Chairman Turner reminded the group that PDI had previously progressed to the point of having exterior elevations and proposed floor-plan layouts. He did not want to see all of that lost. Executive Director McHugh commented that PDI, in conjunction with the CDA, had also previously designed a concept building for the Beach. In the process, it was determined that a different direction was preferred and the CDA moved forward with Workshop Architects for the building that was finally built. Chairman Turner offered that the CDA had started the process and had created and empowered the Blue Ribbon Committee to develop the final design for the Lakefront Building.

#### **Expenditure Request for Lakefront Opinion Survey**

Executive Director McHugh explained that the CDA's approved contract with PDI did not cover the cost to finalize the survey, and that the Blue Ribbon was asking the CDA to approve an additional \$1k for PDI's services. He clarified that the Blue Ribbon Committee had no authority to direct PDI to do work beyond what was authorized by the CDA, which was why he had placed the item on the agenda at the committee's request. He added that the CDA had budgeted a total of \$190K for planning and design in 2008, and confirmed that all planning related expenses, including the creation and issuance of the proposed survey, were planned out of that budgeted amount. Commissioner Hibbard asked if the question of turning Lake Street was going to be included in the survey. Commissioner Wilson answered that the group was starting with the survey originally prepared by PDI for the CDA. She further stated her opinion that the survey should specifically address the use of the facility, as well as the layout. Chairman Turner asked for Executive Director McHugh's recommendation, and he answered that he recommended approval of the additional PDI work, not to exceed \$1k.

Chairman Turner/ Commissioner Hibbard 2nd made a MOTION to approve an additional \$1k for the current contract with PDI, in order to include the finalization of an opinion survey for the Lakefront, and noted that that the costs were to come from the approved planning budget, and the MOTION carried on a 4 to 3 vote, with Commissioners Petersen, Chanson and Bliss against.

Following the vote, Commissioner Wilson reminded the group that the funds allocated by the CDA for the facility would only cover approximately one-third of the overall costs. Additional funds, as well as potential revenue streams from the building, would need to be identified. Commissioner Chanson asked that the CDA be able to review the survey before it was issued. He summarized his concern that the work of the CDA, and the input of the people that took the time to attend the Town Hall meetings, should not be wasted. Commissioner Hibbard noted that only about 50 people were present at the Town Hall meeting at which she was in attendance. Commissioner Petersen stated his opinion that it was essential that the committee consider the planning of the site simultaneously with the design of the building, including reconstruction of the street and the Beach parking lot. Commissioner Bliss commented that turning the road (Lake Street) had previously been agreed upon. Commissioner Petersen commented that leaving the road in its current location, running between the parking lot and the entrance to the Beach House, was an accident waiting to happen. Commissioner Petersen stated that, in his opinion, the chairman of the Blue Ribbon Committee should have been present at the CDA meeting.

### **Village Board Report – Chairman Turner**

#### **“Path Closed” – Proposed Clearing Project w/ CDA Commitment of \$1k**

Chairman Turner reviewed that the Village Board had discussed the concept of clearing “Path Closed” at their previous meeting. Based on the advice of the Village Attorney, Dale Thorpe, it was decided that simply opening the path would create a liability issue. He informed the group that the Village Board had agreed to move forward with the process of actually designing of the path. As part of the decision, the Village Board had asked that the CDA move forward with the path as part of the overall pedestrian paths project. Commissioner Wilson quickly reviewed the exhibits and aerial photographs detailing the proposed path project. She reminded the group that the path had been a project proposed in the Village’s previously approved Parks & Open Space plan.

Chairman Turner/ Commissioner Chanson 2nd made a MOTION to use the amount previously authorized by the CDA for the clearing of “Path Closed”, not to exceed \$1k, with either PDI or Ruckert Mielke, at the discretion of the Executive Director, to begin the process of planning a path that addressed code compliance issues, such as ADA, and identified the necessary steps to open “Path Closed”, and the MOTION carried without a negative vote.

#### **2008 General Obligation Bond Process – Update**

Chairman Turner quickly reviewed for the group that the Village was moving forward with the sale of 20 Year General Obligation Bonds for both CDA and Village projects. Executive Director McHugh confirmed that the CDA’s portion of the overall bonding was \$3,448,163.00. He noted that Jim Mann of Ehlers had recommended that the borrowing with Walworth State Bank not be refunded. Instead they were going to wrap the bonding around the existing payments, in order to preserve the low interest rate obtained with Walworth State Bank. He noted that his budget was based on refunding the short-term note with Walworth State Bank. From a budget standpoint, the reduction in the refunding expense would be balanced by a reduction in the “funds from borrowing” income account.

#### **Abbey Property’s Driveway Entrance onto STH 67 – Update**

Chairman Turner stated that he did not feel the CDA should be discussing the project any further until a solution had been developed. Executive Director McHugh noted that DPW Workman had been working with the Village Engineer, Ruckert Mielke, on the intersection of STH 67 and the Abbey property’s driveway entrance. Commissioner Chanson restated his opinion that the CDA should not be involved in the project until a solution had been developed and had been approved by the Wisconsin DOT. At such time, the CDA would then be in a position to consider potential funding for the construction. DPW Workman explained that the most recent solution put forth by the Abbey, which was to lower the crosswalk landing on the east side of STH 67 to the same elevation as the roadway, was completely unsafe. Chairman Turner directed that Executive Director McHugh not reintroduce the project to the CDA, until such time as an acceptable solution had been submitted.

**Lakefront & Harbor Report – Commissioner Chanson**

Commissioner Chanson stated that there was no report.

**Park Commission Report – Commissioner Hibbard | Executive Director McHugh**

**Little Foot Playground – Equipment Replacement Project**

Commissioner Gail Hibbard reminded the group that the “Pig in the Park” event was coming up at the end of the month. She reminded those present to buy their tickets. She explained that the existing Pirate Ship in the Little Foot playground was removed recently because of its deteriorating condition. She noted that the loss of the former equipment made the fund-raising efforts for replacement equipment even more essential. In response to questions regarding the removal of the play equipment, Commissioner Petersen explained that the costs to repair the equipment were simply too great.

**Executive Director Report – CDA Director McHugh**

**Review & Close Pending Agenda Items**

Executive Director McHugh explained that, at the request of Commissioner Chanson, he had removed several expired items from the “Pending/Future” section of the agenda. If discussion is determined to be necessary in the future, he would then add the relevant item at that time. He stated that he would continue to hold any “Tabled” items in that section, unless specifically directed to close and remove the item by the group. Chairman Turner asked what had happened to the concept of installing bird houses along the property line between the village-owned FEN property and the Saint Benedict’s Church property. Executive Director McHugh reminded the group that the CDA had contracted with Ruckert Mielke to survey the boundary. Once the property line had been staked, it was apparent that the property line was located approximately 10-feet into property maintained by the church, and ran directly through extensive landscaping installed by the church to the west of their western-most driveway entrance. Village President Pollitt stated his understanding that the project had been postponed, and it was agreed that he and Chairman Turner would meet with the church to discuss the installation of the bird houses. To date, per Village President Pollitt, that visit had yet to happen. Chairman Turner agreed that there should be a meeting with the church, but he maintained that the Bird Houses should be installed as originally planned. Executive Director McHugh reminded the group that the CDA had already acted on the issue of installing bird houses at a previous meeting and that their direction had not changed. Executive Director McHugh stated his understanding that it was the Village Board that had postponed the project. Village President Pollitt claimed that the project was never acted upon by the Village Board. DPW Workman informed the group that there had been bird houses installed at each of the four corners of the FEN property. Chairman Turner clarified that the CDA had requested that Bird Houses be located along the property line; not just at the corners. Chairman Turner directed DPW Workman to get the project completed.

Commissioner Chanson/ Chairman Turner 2nd made a MOTION to complete the installation of bird houses, as originally planned and approved, along the property boundary between the village-owned FEN and the Saint Benedict’s Church property, and the MOTION carried without a negative vote.

As part of his report, Executive Director McHugh reviewed a revised planning and design schedule for the second phase of the Duck Pond redevelopment work. He explained his opinion that the village would be stretching its resources too thin, if it attempted to coordinate additional construction within the Duck Pond property this coming fall, along with the projects already underway in the village. He presented a revised schedule prepared and recommended by Ruckert Mielke. He noted that Ruckert Mielke had made several points in favor of postponing the construction until 2009 as well. Referring to the Compost Advisory Committee discussed earlier in the meeting, Executive Director McHugh further noted that the Village’s plans for the compost operations would most likely have an impact on the overall design and layout of the property. Chairman Turner agreed that initiating any additional projects this coming fall would be unwise.

**Confirm Quorum for upcoming Meetings**

**Next Regular Monthly Meeting – Pending CDA Review & Confirmation**

Executive Director McHugh stated that, based on the decision of the group to maintain its current meeting schedule, the next regular monthly meeting of the CDA would be called for September 03, 2008 @ 6 pm.

**September Agenda Item Requests**

No agenda item requests were made by the commissioners.

**Pending / Future Items**

Other than the “Fontana FEN – Property Line Delineation” item which had been discussed and acted upon earlier in the meeting, no additional Pending/Future items were discussed at this meeting.

**286 Valley View Drive – Façade Improvement Discussion (Canopy Renovation)**

**Comprehensive TID #1 Tree Enhancement Project – Funding Discussion**

**Abbey Property - Pedestrian Trails Project & Monument Signage Proposal**

**Fontana FEN – Property Line Delineation**

This item acted upon and closed earlier in the meeting.

**Adjournment**

Commissioner Chanson/Commissioner Wilson 2<sup>nd</sup> made a MOTION to adjourn the meeting at 7:02 pm, and the MOTION carried without negative vote.

Minutes prepared by: Joseph A. McHugh, CDA 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.
--

**APPROVED:      PENDING**