

VILLAGE OF FONTANA ON GENEVA LAKE
WALWORTH COUNTY, WISCONSIN
(Official Minutes)

MONTHLY MEETING of the COMMUNITY DEVELOPMENT AUTHORITY
Wednesday, June 2, 2010

Chairman William Turner called the monthly meeting of the CDA Board to order at 6:00 pm in the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

CDA members present: Roll call: Chairman Turner, President Arvid Petersen, Gail Hibbard, Jeff Fisk, Cindy Wilson, Bob Chanson

CDA member late: Skip Bliss (arrived at 6:02 pm)

Also present: Renee Cerny, Terry Daniels, Joe Eberle, Susan Geye, Administrator/Treasurer Kelly Hayden, Jim Knulty, Library Director Nancy Krei, David Lang, Village Clerk Dennis Martin, Joseph McHugh, Michael Van Den Bosch, Director of Public Works Craig Workman

Visitors Heard

None

Announcements

1. Finance Committee Meeting – **Thursday, June 3, 2010, 5:00 pm**
2. Public Works Committee Meeting – **Saturday, June 5, 2010, 8:00 am**
3. Village Board Monthly Meeting – **Monday, June 7, 2010, 6:00 pm**
4. Big Foot Recreation Movie Nights at the Fontana Beach – **Saturdays, June 12 & 26, 2010, Dusk**
5. Library Board Meeting – **Wednesday, June 16, 2010, 10:00 am**
6. Plan Commission Staff Meeting – **Wednesday, June 16, 2010, 1:00 pm**
7. Park Commission Meeting – **Wednesday, June 16, 2010, 6:00 pm**
8. Evening Book Club at the Fontana Library – **Thursday, June 17, 2010, 5:30 pm**
9. Village Assessor Office Hours at Village Hall – **Friday, June 18, 2010, 10:00 am to 2:00 pm**
10. Book Signing Event at Library with Judith Rolfs – **Tuesday, June 22, 2010, 6:30 pm**
11. Lakefront and Harbor Committee Meeting – **Wednesday, June 23, 2010, 4:30 pm**
12. Plan Commission Monthly Meeting – **Monday, June 28, 2010, 5:30 pm**

Approval of Minutes for May 5, 2010 Meeting

President Petersen/Commissioner Fisk 2nd made a MOTION to approve the minutes as submitted for the meeting held May 5, 2010, and the MOTION carried without negative vote.

Approval of Current Payables

The monthly payables were reviewed and approval was recommended. Hayden pointed out that a \$1,400 invoice submitted by Graef and a \$2,000 invoice submitted by Ruckert-Mielke were for additional Lake Street and parking lot planning work that was directed but exceeded the threshold of the initial contracts.

President Petersen/Commissioner Chanson 2nd made a MOTION to approve the payables as presented, and the MOTION carried without negative vote.

Finance Report – Administrator/Treasurer Hayden

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

Turner stated that none of the numbers changed from last month's report. Turner stated that Hayden and Fisk should again meet with the Village assessor to review the assessments of the Abbey Condominium Resort units and any potential increases or decreases in the assessments.

Presentations – Architect David Lang

Lakefront Building Sustainability Options

Architect David Lang presented a PowerPoint on the current building sustainability, or “green” options currently included in the proposed new lakefront building, and what other options the CDA

could incorporate into the design. Lang stated that the new building is proposed to have a smaller building footprint than the current building; the new building will have its largest mass facing east to west, which will result in less exposure to the direct sunlight during the summer months; the new building will be constructed as a “100-year-old building” with durable building materials; the new building will be “low maintenance;” and the exposed glass walls will be protected from direct sunlight. Lang stated that in order to receive LEED certification on the new building, the application process will cost \$50,000, including fees and additional engineering and inspection costs. Some of the features that could be added to the building to make it more LEED certifiable are a geothermal HVAC system, solar laminates on the roof, and chilled building frame beams with very large ceiling fans. Following a discussion on geothermal HVAC systems and the need to have borings, it was pointed out that the new building will require pilings and the borings for the pilings can be used for the geothermal system, which can be tied into the chilled-beams system. Lang stated that other building sustainability options include installing rain barrels on the site and installing waterless urinals and other “green” bathroom options. Following further discussion and concerns on the amount of energy savings the “green” options could produce, Turner stated that the CDA can not make a good decision without a better detailed analysis. Turner stated that the CDA should consider approving more funding to have a detailed analysis and cost estimates prepared for a geothermal HVAC system and chilled beams for the new building. Fisk stated that the Grand Geneva Resort recently contracted with an energy consultant, and the resort received the necessary information to make an informed decision on installing a chilled-beam system and the very large ceiling fans, and also received partial project funding in rebates. Turner asked the CDA board members, and they all indicated that they are interested in pursuing further information. Lang stated that some additional engineering work would be required and he could submit a proposal. Chanson stated that the CDA should get a couple proposals for the additional engineering work. Fisk stated that he will contact the firm that worked with the Grand Geneva Resort to receive a cost proposal. Turner stated that both proposals will be presented for consideration at the next monthly meeting.

Reid Park Pavilion Proposal

Lang presented a PowerPoint presentation on design options for replacing the razed gazebo in Reid Park. Turner stated that the Lakefront Building Committee has met with Lang on a couple occasions and came up with some preliminary options. Lang stated that the option favored by the majority of the committee members is for an open frame pavilion with a glass roof, in an architectural style that matches the proposed new lakefront building. The open frame pavilion would be 30-feet-long by 20-feet-wide, with a stage that is 1-foot-high. Lang stated that there would be 10 feet under the frame beams and 16 feet to the peak. Lang stated that the preliminary design also includes a shallow ramp for wheelchair access to the raised stage/platform. The preliminary proposal also calls for the terrain between the new lakefront building and the new pavilion to be terraced, and for permanent in-ground fixtures to be mounted in the area for erecting special event tents. Chanson asked if a glass roof will create maintenance concerns and if it is more expensive than a traditional roof. Lang stated that the glass roofs are very durable, but the cost is about twice of a traditional roof. Chanson stated that the building code also may require some sort of railing to allow for seating along the proposed edges of the new pavilion. Bliss stated that he was concerned that the committee members did not consider more architectural styles that are popular in the Geneva Lake area. Bliss stated that the committee also should include Carol Whowell in the preliminary planning since the gazebo site is adjacent to Chuck’s. Susan Geye stated that the proposal for terraces for the terrain between the new pavilion and the new lakefront building is a very clever and creative approach to enhance the gazebo area and provide additional seating. Turner stated that another meeting of the committee will be planned to offer other architectural styles for review. Martin was directed to contact all of the CDA commissioners and village committee and commission members to notify them of the next committee meeting.

TID #1 Projects – Public Works Director Workman

TIF Project Maintenance Activity Report

The updated report was distributed.

Additional Spring Diversion Proposals for Fontana/Walworth Pedestrian Path

Workman stated that another spring has popped up and if the water is not addressed, the path will be

adversely affected. Workman stated that the springs that popped up during the initial construction period have been addressed; however, a new one popped up last fall. Workman stated there are three areas that need to be addressed to have the standing water diverted from the path area. The proposed work includes excavating the spring area and installing 3-inch limestone riprap; installing 6-inch drain tile from the riprap to the east side of the path; and installing 12-inch RCP or PVC piping under South Main Street and into the Fontana Fen. Workman stated that Mann Brothers submitted a quote for \$14,130 to complete the project, and D&K Services submitted a quote for \$6,900 to complete the project.

President Petersen/Commissioner Chanson 2nd made a MOTION to approve the \$6,900 quote submitted by D&K Services Utility Contractors, LLC, Lyons, and the MOTION carried without negative vote.

General Construction Updates

None presented.

General Business

Frontier Flowers Façade Improvement Program Application

The Façade Improvement Program application packet was distributed. Turner stated that the property owner Renee Cerny is eligible to be reimbursed for up to 25 percent, with a maximum of \$10,000, for the façade improvement portion of the renovation project at 531 Valley View Drive. Cerny stated that she will spend a total of \$37,600 on the façade portion of the project, and the new sign for the façade will cost \$1,300. Turner asked if there was going to be something done on the pavement in front of the building. Cerny stated that the pavement is scheduled to be fixed, and some portions are being done in cobblestone. In response to a question, Cerny stated that with the interior renovation costs and other work on the exterior of the building, the total project cost is about \$55,000. Turner stated that with \$55,000 added to the assessed value of the building, the TIF District will eventually be getting \$15,000 additional tax increment because of the project. Bliss stated that it should be pointed out that a portion of the new façade includes new shingles on the roof, and the program guidelines state that work on a roof is not eligible for the program. Wilson stated that the new façade portion of the building includes the more decorative shingles, and the “work on a roof” ineligible clause is with regard to traditional roofing projects. Cerny stated that she only included the roof portion of the project on the building façade, and the roofing work on the rest of the building was not included in her application.

Commissioner Wilson/Commissioner Fisk 2nd made a MOTION to approve the Façade Improvement Application as filed by Renee Cerny for Frontier Flowers, 531 Valley View Drive, for 25 percent of \$38,900 allocated for the façade and new sign, and the MOTION carried without negative vote.

WCEDA Proposal to Complete Feasibility Study for Duck Pond Site

Michael Van Den Bosch presented an outline of the services the Walworth County Economic Development Alliance has offered to complete free of charge for the development site at the Duck Pond. Van Den Bosch stated that he will have the feasibility study completed to help determine potential commercial uses for the site based on location, infrastructure, area demographics, competition (similar sites in the area), and future plans/developments. Van Den Bosch stated that he will present the study at the monthly meeting in August 2010.

President Petersen/Commissioner Chanson 2nd made a MOTION to accept the Walworth County Economic Development Alliance proposal to complete a feasibility study on the Duck Pond development site as presented, and the MOTION carried without negative vote.

Lakefront Building Proposal Certify Referendum Question

Hayden stated that Bruce Jensen has signed off for the FROG group on the proposed referendum question for the Partisan Primary Election on Tuesday, September 14, 2010. The question is: “Shall the Village of Fontana on Geneva Lake be authorized to spend an amount not to exceed \$2.8 million to reconstruct Lake Street, reconstruct the Lakefront parking lot, and construct a Lakefront Activity Building?”

Chairman Turner/Commissioner Chanson 2nd made a MOTION to certify the referendum question, “Shall the Village of Fontana on Geneva Lake be authorized to spend an amount not to exceed \$2.8

million to reconstruct Lake Street, reconstruct the Lakefront parking lot, and construct a Lakefront Activity Building?”, for the Partisan Primary Election on Tuesday, September 14, 2010. The MOTION carried without negative vote.

Lakefront Proposal Website Development Progress Report – Public Launch Authorization

Susan Geye stated that she has incorporated all the suggestions into the public information website and it is ready to go live as soon as authorization is received. The board members and staff were directed to review the site and provide feedback within one week.

TID Eligibility of Proposed Pottawatomi Projects

Turner stated that Attorney Hank Gempeler reviewed the proposed Pottawatomi Creek stormwater management projects and indicated that a portion of the projects, that are located within one-half mile of the TID boundaries, may be eligible for TIF funding. Turner stated that Gempeler indicated the Joint Review Board would have to be convened in order to approve the list of 20 projects. Turner stated that as long as the Joint Review Board may be meeting to consider the Big Foot Country Club storm water detention pond project, the CDA should seek approval for all 20 of the projects on the list so the Joint Review Board does not have to be convened every time the CDA moves forward with one of the projects. In response to questions from Bliss and Wilson, Turner stated that the CDA is pursuing the Big Foot Country Club project to address a storm water runoff problem that was created by village road construction, and because it is a part of the village-wide storm water management plan. Turner stated that municipal funds are being proposed for the projects because the storm water management is ultimately the Village’s responsibility and completing the storm water management projects will help the Village avoid potential liability in the future. Petersen stated that if the Village ignores the problem at this time, it will end up cost the Village in the future.

Chairman Turner/President Petersen 2nd made a MOTION to direct Village staff to convene the Joint Review Board to seek approval for the Pottawatomi Creek storm water management projects that fall within one-half mile of the TID boundaries, and if approved by the Joint Review Board, authorize the Village engineering firm Ruckert-Mielke to move forward with the design planning on the Big Foot Country Club storm water detention pond project in conjunction with the Big Foot Country Club engineer and architect, with the condition that a developer’s agreement on the design engineering for the project is reached between the CDA and Big Foot Country Club. The MOTION carried without negative vote.

Big Foot Country Club Project Subcommittee Report

Turner stated that he met with Terry Daniels to discuss the proposed storm water retention pond to be constructed behind the 16th green on the Big Foot Country Club golf course. Turner stated that the proposed construction project would lead the storm water runoff from the Village streets into the holding pond on the Big Foot property. Turner stated that Daniels indicated Big Foot Country Club would like to hire an engineer and architect to work with the village’s engineering firm, Ruckert-Mielke, in designing the pond. Turner stated that the proposal is for the CDA to pay for the village engineering firm and for Big Foot Country Club pay for its engineer and architect. Turner stated that once the initial engineering work is completed, the project construction cost can be calculated and presented for approval. Turner stated that with the detention pond project and future projects that can be completed in conjunction with Big Foot Country Club, the cost split for construction expenses will be calculated on a case-by-case basis. Wilson stated that she is concerned if the project on the Big Foot Country Club is approved, will other property owners want the same deals. Petersen stated that the Village has had to purchase lots because of storm water management issues and other municipal storm water projects have benefited private property owners. Turner stated that there are storm water runoff problems throughout the Village, the Big Foot detention pond project addresses one of the problems, and it is one of the first steps in completing the overall management plan. Terry Daniels stated that the Big Foot Country Club membership still has to officially approve the construction project. Bliss stated that he is concerned that the subcommittee appointed to meet with the Big Foot Country Club representatives did not have a meeting. Bliss stated that he is a member of the subcommittee and he would have liked to been involved in the initial discussions. Turner stated that he met with Daniels in order to keep the project moving toward approval and he apologized for not getting a subcommittee meeting scheduled.

Shabbona Path Project Completion Report – Proposal for Contributions to Boy Scouts & Big Foot High School Football Team for Volunteer Efforts

Wilson stated that Big Foot High School student Daniel Freitag coordinated and helped to complete the construction of the Shabbona Path as an Eagle Scout Badge Project on Saturday and Sunday, May 15 and 16, 2010 with the assistance of fellow Boy Scout Troop 234 members and members of the Big Foot High School football team. Wilson stated that engineer Dale Broeckert and his family also helped on May 15, as well as some family members of the Boy Scouts and football team players, and some of the neighbors. Wilson stated that she asked the Boy Scouts and football team coach if there was something the CDA could do for them in order to show their appreciation for an excellent job. Following discussion, it was determined that the CDA members would work together as private residents in order to make some sort of donation to the Boy Scouts and football team for their volunteer service. Wilson stated that the Park Commission also has recommended that the Boy Scouts be authorized to hold overnight camping events at the Duck Pond Recreation Area. Also, certificates of appreciation will be presented to the Boy Scouts, football team members and engineer Dale Broeckert at the Village Board meeting on Monday, June 7, 2010.

Village Board Report – President Petersen

Nothing presented.

Lakefront & Harbor Report – Commissioner Chanson

Nothing presented.

Park Commission Report – Trustee Wilson

Nothing presented.

Confirm Quorum & Dates for Upcoming Meetings

The next monthly meeting date is Wednesday, July 7, 2010.

Agenda Item Requests

None

Adjournment

Commissioner Chanson/Commissioner Bliss 2nd made a MOTION to adjourn the meeting at 8:08 pm, and the MOTION carried without negative vote.

Minutes prepared by: Dennis L. Martin, village clerk

Note: These minutes are subject to further editing. Once approved by the CDA, the official minutes will be kept on file at the Village Hall.

APPROVED: 7/7/2010