

**Village of Shorewood Hills  
Board of Trustees Meeting**

Draft Meeting Minutes  
Monday, September 17, 2012

1. **Call to Order** Village President Mark Sundquist called the meeting to order at 7:02 pm.
2. **Roll Call** Members of the Board present were Mr. Sundquist and Trustees John Imes, David Benforado, Bob Hurley and Tim Rikkers. Felice Borisy-Rudin was excused; Barbara Center arrived later. Also in attendance were Village Treasurer David Kuenzi, Village Administrator Karl Frantz, Department of Public Works Chief Denny Lybeck, Emergency Services Coordinator David Sykes and Village Clerk Cokie Albrecht. Seven visitors were in the audience.
3. **Statement of Public Notice** Karl Frantz confirmed the meeting had been properly posted and noticed.
4. **Procedures Orientation** There was none this evening.
6. **Board Matters** (agenda item taken out of order)
  - B. Consent Agenda**
    - i) **Approve August 20, 2012 Board minutes**
    - ii) **Street Use Permits—Bucky’s Race for Rehab 5K on October 12, 2012**

Mr. Hurley moved and Mr. Imes seconded a motion to approve the items on the Consent Agenda. Motion passed unanimously.

Ms. Center arrived at 7:04 pm.
  - C. New Business Motions and Resolutions**
    - ii) **Consider approval of sidewalk easement with First Unitarian Meeting House** (agenda item taken out of order) The easement will allow the Village to replace the sidewalk along University Bay Drive so that it is straight, rather than requiring a “kink” in it. In exchange for the easement granted by the First Unitarian Meeting House, the Village will construct a sidewalk to connect two existing sidewalks on the Meeting House property. Mr. Rikkers moved and Mr. Benforado seconded a motion to approve the easement agreement. Motion passed unanimously.
    - iii) **Consider agreement with Baird Inc. for financial advisory services** The agreement, which the Finance Committee has recommended, would provide the services of Brad Viegut of Baird Inc. to advise the Village on financial matters, specifically the impact of borrowing for TIF projects in relation to the Village’s future capital needs and the resultant debt’s impact on the Village’s bond rating. The fixed fee for the consulting would be \$15,000, to be paid next year. Mr. Rikkers moved and Mr. Benforado seconded a motion to approve the consulting services agreement. Motion passed unanimously.
  - A. Payment of Bills** Mr. Kuenzi reviewed the bills and recommended their approval. Mr. Benforado moved and Ms. Center seconded a motion to approve the payment of the end of August bills in the amount of \$35,818.41 and \$167,697.84 for September expenses, for a total of \$203,516.25. Motion passed unanimously.
  - C. New Business Motions and Resolutions**

**iv) Consider agreement with Vierbicher Inc. for landscape planning services in conjunction with ditch clean out/bike path extension project** The Public Works Committee concluded that it could consider supporting the clean out of the ditch along the railroad tracks, and possible rerouting of the bike path on the south side of Post Farm Park—both of which will require the removal of much of the existing vegetation—only if a plan is in place to landscape the area afterward. Ms. Center moved and Mr. Benforado seconded a motion to approve the landscaping consulting agreement with Vierbicher Associates, Inc. in an amount of \$18,900 with the optional additional services to be considered later. Motion passed unanimously.

- 5. Appearances and Communications—Representatives from Oak Park Place** Scott Frank, owner of the proposed Oak Park Properties of Shorewood Hills, LLC., and his attorneys Hal Karas and Tom Klancnik of Whyte, Hirschboeck, Dudek S.C., described the Midwest Disaster Area Bonds program.

**A. Confidentiality issues in conjunction with project** This item was not considered this evening.

- 6. Board Matters**

**C. New Business Motions and Resolutions**

**i) Resolution R-2012-19 Consideration of an Initial Resolution Regarding Midwestern Disaster Area revenue bond financing for Oak Park Properties of Shorewood Hills, LLC. Information with respect to the job impact of the project will be available at the time of consideration of the initial resolution** The Finance Committee recommended that the Board of Trustees approve [Resolution R-2012-19](#) with minor revisions, authorizing the Village to issue and sell \$33,000,000 in Midwestern Disaster Area Revenue Bonds for the construction of the proposed continuum of care facility at Oak Park Place. Mr. Klancnik reviewed his memo, “Brief Summary of Midwest Disaster Area Bonds” dated September 13, 2012 and included in the Board packet, which provided a tutorial on the bonds. Matt Dregne, Village Attorney, confirmed the revenue bonds would not be a liability of the Village’s, nor would they impact the Village’s credit worthiness. Mr. Ridders moved and Mr. Benforado seconded a motion to approve [Resolution R-2012-19](#) for the issuance of Midwestern Disaster Area revenue bonds in the amount of \$33,000,000. Motion passed unanimously. The Trustees discussed the fact the Board’s consideration of the financing for the proposed project, including the developer’s TIF request, is on a short time line, since the revenue bonds have to be issued by December 31, 2012.

- 8. Reports of Officials and Committees (agenda item taken out of order)**

**B. Village Administrator**

**i) Ordinance delegating Village Clerk and President duties in their absence** Mr. Dregne said he is developing an ordinance to allow the Board to designate alternates who will act for the Village Clerk and Village President when they are not available. He expects to have a draft for the Trustees’ consideration at the next Board meeting.

- 6. Board Matters**

**C. New Business Motions and Resolutions**

**v) Consider agreement with Vierbicher Inc. for planning services in conjunction with the Walnut Grove redevelopment project** The agreement will provide a review of the zoning change and TIF request for the redevelopment of the Walnut Grove property. The services would be funded by TIF 4/reimbursed by the developer of the property, Flad Development. Mr. Ridders moved and Mr. Benforado seconded a motion to approve the planning services agreement. Motion passed unanimously.

**vi) Authorizing payment to Rawson Contractors upon receipt of lien waivers and approval of Village Engineer** Mr. Hurley moved and Ms. Center seconded a motion to approve the payment of \$88,619.70 to Rawson Contractors Inc. for its Application for Payment #5 when the lien waivers are provided. Motion passed unanimously.

**v) Authorize purchase of defibrillator for Village Hall** The purchase of an Automatic External Defibrillator device (AED) for the Village Hall at a cost of \$1,210.45 was referred to the Public Health and Safety Committee for its consideration.

**D. Appointments** There were none.

## **7. Reports of Officials and Committees**

**A. Village President** The Trustees selected November 18, 2012, at 5:30 pm, with dinner at 6:30 pm, as the date and time for the Recognition Dinner at Blackhawk Country Club.

### **B. Village Administrator**

**ii) Blackhawk Country Club (BCC) bioretention agreement** The majority of the water that will be handled by the bioretention basin being constructed at BCC will come from Village streets rather than the golf course. The Village therefore will maintain the basin.

**iii) Village entrance signs** Mr. Lybeck said six Village entrance signs need to be replaced. The estimates to make the signs that he has obtained from professional sign companies indicate the work will be expensive. The Board asked Mr. Lybeck to pursue alternate options, including having the DPW crew construct the signs or working with a local high school shop class to make them.

**C. Personnel Committee** The Committee will meet with Village staff over the next several weeks in conjunction with its consideration of 2013 wages and benefits.

**D. Services Committee** Mr. Lybeck reported the Holiday Tree lights are five years old; many of the wires are frayed and toward the end of their useful life. The DPW crew repaired the lights earlier this fall so they should be operating for the upcoming holiday season. Mr. Lybeck expects, however, that two rolls of lights will need to be purchased in the near future at a cost of approximately \$1,000.

**E. Finance Committee** At its last meeting the Committee heard the request by the Oak Park Place developer for Midwestern Disaster Fund bonds. The Committee will meet several times over the next few weeks to consider the 2013 budgets.

**F. Plan Commission** The Commission will meet tomorrow to consider Flad Development's request for a zoning change for the Walnut Grove property. The developer plans to remove the existing building and construct three buildings on the property—he proposes retail space on University Avenue and two apartment buildings behind.

**G. Public Works Committee** At its last meeting the Committee considered the ditch clean out project and worked on prioritizing the streets to be repaired in the 2013 and 2014 construction cycles.

**H. Public Health and Safety Committee** The Committee will meet next week. It is considering options for the future of the Fire/EMS. The Police Department would like the purchase of a new squad car included in the 2013 General Fund budget.

**I. Parks Committee** The planning for the tree carving at Four Corners Park is progressing, with the work expected to be completed next spring. The Village's Forestry Management Plan was recently completed by Forester Corey George. It catalogues all the Village street and park trees. The value of the trees in carbon and stormwater offsets, energy savings, and impact on property values is worth approximately \$960,000 a year. Mr. Ridders praised Mr. George's work as a steward of the Village's forest.

**J. Pool Committee** Nothing to report.

**L. Waterfront Committee** Nothing to report.

**8. Adjourn** Meeting adjourned at 9:43 pm.

Respectfully submitted,

Colleen Boyle Albrecht  
Village Clerk