

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

Draft Meeting Minutes
Monday, December 16, 2013

1. **Call to Order** Village President Mark Sundquist called the meeting to order at 7:01 pm.
2. **Roll Call** Members of the Board present were Mr. Sundquist and Trustees Tim Ridders, Dave Benforado, Felice Borisy-Rudin, Barbara Center and John Imes. Bob Hurley arrived later. Also in attendance were Village Treasurer David Kuenzi, Village Administrator Karl Frantz, Emergency Services Coordinator David Sykes and Village Clerk Cokie Albrecht. No 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 tonight.
5. **Appearances and Communications** There were none tonight.
6. **Board Matters**
 - A. **Payment of Bills** Mr. Kuenzi reviewed the bills and recommended their approval. Mr. Benforado moved and Mr. Ridders seconded a motion to approve the payment of the end of November bills in the amount of \$46,283.13 and \$304,437.75 for December expenses, for a total of \$350,720.88. Motion passed unanimously.
 - B. **Consent Agenda**
 - i) **Approval of November 18, 2013 regular and closed meeting minutes**
 - ii) **Solicitors licenses – Jacob Weigandt, Logan Glasenadd, Eric Johnson, Thomas Letzing (All Fund for the Public Interest)**
 - iii) **Class B beer license – Chipotle Mexican Grill**Mr. Benforado moved and Mr. Imes seconded a motion to approve the items in the Consent Agenda. Motion passed unanimously.
 - C. **Ordinances** None were considered tonight.
 - D. **New Business Resolutions and Motions**
 - i) **Resolution R-2013-17 proclaiming February 27, 2014 International Migratory Bird Day** Mr. Ridders moved and Mr. Benforado seconded a motion to proclaim February 27, 2014 International Migratory Bird Day. Motion passed unanimously. The Board thanked Parks Committee member Roma Lenehan for her work on the application and her efforts to maintain the Village’s Bird City status.

Mr. Hurley arrived at 8:13 pm.

- ii) **Set 2014 meeting dates** The Board will meet on the third Monday of each month except in January—that date conflicts with the Martin Luther King Jr. holiday. The 2014 Trustee meeting dates, all at 7:00 pm, will be:
Tuesday, January 21

Monday, February 17
Monday, March 17
Monday, April 21
Monday, May 19
Monday, June 16
Monday, July 21
Monday, August 18
Monday, September 15
Monday, October 20
Monday, November 3 (Special Board meeting for presentation of 2015 budgets)
Monday, November 17
Monday, December 15

iii) Set date and time for Village Caucus on January 21, 2014 at 7:00 pm By unanimous consent, the Village Caucus was set for Tuesday, January 21, 2014 at 7:00 pm. The regularly scheduled Board meeting will follow.

iv) Appoint Election workers The Trustees approved Mr. Sundquist's appointment of 12 election workers for the 2014-2015 election cycle. The Board thanked the poll workers for their excellent service to the Village.

v) Please take notice that the Board may adjourn to Closed Session as per §19.85(1)(e) due to bargaining reasons and may reconvene to open session as per Wisconsin State Statutes 19.85(2) to address any business that may be the result of the deliberations made in closed session (Blackhawk Country Club lease negotiations) The Trustees agreed they had nothing to discuss in Closed Session.

D. Appointments Mr. Sundquist reported he is formulating an ad hoc task force to assist with the development and negotiation of the Blackhawk Country Club lease. He foresees a committee of five members comprised of three Board members and two residents.

7. Reports of Officials and Committees

B. Village Administrator

i) Joint West meeting recap Mr. Frantz reported that Mr. Imes, Mr. Benforado, committee member Fred Wade, Village Planning Consultant Ben Zellers of Vierbicher, and he attended the Joint West meeting last week. UW Recreational Sports staff presented plans for ~\$200 million in improvements to the recreational facilities on the UW campus. The renovations will be funded by student fees if approved through a UW referendum to be voted on in March, 2014. The plans also include a \$10 million development of the University Bay fields into a sports complex, to be funded through donations/other sources. The University Bay sports complex will include: lights; chain link fences; synthetic turf; playing fields designed for specific sports; restrooms and concession stands; bleachers; electronic scoreboards; public address systems, a new parking lot to the north of the Waisman Center and an expanded parking lot at Oxford Road; among other changes. The Recreational Sports staff foresees the anticipated soccer, la crosse, softball, baseball, rugby and ultimate frisbee fields will be used by students but also rented to outside groups as a revenue-generating source. The flood plain near the 1918 Marsh will require that the most intensive uses will be located on the west side of the fields, next to the Village corporate boundaries. Mr. Frantz expressed the

Village's concerns at the Joint West meeting: the development of the University Bay fields, as presented, is anticipated to have significant negative impacts on the Village. Mr. Frantz said the proposed improvements at University Bay will likely require conditional use permits from Madison since the field is located in the City. If the University were able to get the City to adopt the proposed recreational facilities master plan, however, conditional use permits from the City would not be required—City zoning approvals would be streamlined and easier to obtain if those conditional use permits were not needed. Mr. Frantz will arrange for the Recreational Sports staff to present the plans to the Village Board and Plan Commission in January.

ii) Cash back on MasterCard Mr. Frantz reported that the switch to a different credit card earlier in the year has netted the Village approximately \$6,000 in cash back rewards.

iii) Recycling award The Village received a “Recycling Excellence Award” from the Wisconsin Department of Natural Resources for being the top recycler in the South Central Region for the past three years.

iv) Oak Park Place update Mr. Frantz reported the developer is still interested in the Pyare Square property and anticipates he will have plans for the Board's consideration in January. The Trustees agreed that the Village's Master Plan should be reviewed to determine if it now reflects the desired direction of future development. If appropriate, the Master Plan could be amended in light of the development that has occurred since its adoption.

E. Finance Committee

i) Banking services Park Bank will open a branch in the Village at 4050 University Avenue. Staff is evaluating whether it would be appropriate to switch the Village accounts to the local bank.

G. Public Works Committee

i) Street widths and parking Given the concern that emergency vehicles may not be able to travel through narrow streets when they are parked in with cars, the Committee is looking at developing policies for parking in relation to street widths. Ms. Center asked the Trustees if they had guidance for the Committee when considering the matter. It was agreed that a survey of present conditions would be done as a first step.

H. Public Health and Safety Committee A multi-agency task force does OWI enforcement throughout the Madison metro area. The Shorewood Hills Police Department would like to cooperate with other police agencies to periodically set up an OWI enforcement zone on University Avenue in the Village. To allow this, Village Ordinances would have to be revised to permit outside police agencies to write tickets to the Shorewood Hills Municipal Court. A first reading of an ordinance will be presented to the Board for its consideration in January.

I. Recreation Committee The Committee is interested in a space in the DPW/Fire building for use as a community room. The members asked the Trustees to keep this in mind when considering uses for the building.

K. Pool Committee

i) Status of Pool Manager hire The Committee is working on hiring a replacement for Pool Manager Chris Carbon who is resigning. It was determined that an internal search would be an appropriate first step; one application has been received.

Ms. Center and Village staff met with Pool member and volunteer David DeWitt who wrote, and for many years has maintained, the Pool's administrative computer programs.

Mr. DeWitt is willing to continue to help in 2014 but would like to step down from this volunteer responsibility. He suggests that the Pool move to an online registration system.
The remaining officials/committees had nothing further to report.

Adjourn Meeting adjourned at 8:31 pm.

Respectfully submitted,

Colleen Boyle Albrecht
Village Clerk