

**Village of Shorewood Hills  
Board of Trustees Meeting  
Approved Minutes  
Monday, November 16, 2015 7:00 p.m.**

1. **Call to Order** Village President Mark Sundquist called the meeting to order at 7:00 p.m.
2. **Roll Call** Members of the Board present were Mr. Sundquist and Trustees Fred Wade, Anne Readell, John Imes, Felice Borisy-Rudin and Mark Lederer. David Benforado was excused. Also in attendance were Village Administrator Karl Frantz, Police Chief Denny Pine, Department of Public Works Chief John Mitmoen, Emergency Services Coordinator David Sykes and Deputy Clerk Karla Endres. Village Clerk Cokie Albrecht listened to a recording of the meeting later. Approximately ten visitors were in the audience.
3. **Statement of Public Notice** Mr. Frantz confirmed the meeting had been properly posted and noticed.
4. **Procedures Orientation** There was none this evening.
5. **Appearances and Communications** There were none this evening.
6. **Board Matters**
  - A. **Payment of Bills** Village Treasurer Sean Cote had previously reviewed the bills and, via email, recommended their payment. Mr. Wade moved and Mr. Imes seconded a motion to approve the payment of the end of October bills in the amount of \$54,324.53 and \$188,290.42 for November expenses, for a total of \$242,614.95. Motion passed unanimously.
  - B. **Consent Agenda**
    - 1) **Approval of the minutes of the open and closed sessions of the October 19, 2015 Board meeting and November 2, 2015 Special Budget meeting** Mr. Wade moved and Mr. Imes seconded a motion to approve the Consent Agenda items without the November 2, 2015 minutes. Motion passed on a vote of 5-0-1 with Ms. Borisy-Rudin abstaining since she had not attended the October 19, 2015 meeting.

Mr. Wade requested the revision of the second sentence in paragraph 4 of the November 2, 2015 minutes to read (italics indicate words added): “The Trustees discussed the advisability of *both* a lower levy *and a higher* levy...” Mr. Wade moved and Mr. Lederer seconded a motion to approve the November 2, 2015 minutes with those changes. Motion passed on a vote of 5-0-1 with Ms. Borisy-Rudin abstaining since she had not attended the meeting.
  - C. **Ordinances**
    - iv) **Second and possible third reading of an Ordinance L-2015-7 changing the zoning classification of property located at 4610 University Avenue from C-3-(P) to Planned Unit Development** (agenda item taken out of order) Mr. Imes moved and Mr. Wade seconded a motion to waive the second and third readings and approve the red-lined version of Ordinance L-2015-7 included in the Board Packet. Motion passed unanimously.
  - E. **New Business Resolutions and Motions**
    - v) **Consider initiating process for proposed amendment to the Doctors’ Park and Comprehensive Plan** (agenda item taken out of order) Mr. Frantz provided background about the agenda item: Stone House would like to construct two four-story apartment buildings at 2725, 2727 and 2801 Marshall Court. The proposed Arbor Crossing II buildings would exceed the 46 feet height limit currently specified in the Doctors’ Park portion of the Village’s Comprehensive Plan. The project would therefore require either an amendment to the Plan or an exception. Staff felt an amendment would be cleaner. However, the Comprehensive Plan stipulates that someone

other than the Board of Trustees can initiate a Plan amendment only in the period from February 15 to March 15. Mr. Wade moved and Mr. Imes seconded a motion recommending consideration by the Plan Commission of the application for amendment to the Comprehensive Plan submitted by Knothe Bruce Architects. Motion passed unanimously.

### **C. Ordinances**

**i) First reading of an Ordinance L-2015-8 creating Section 31.04(3) of the Code of Ordinances relating to the electronic preservation of records** Ms. Borisy-Rudin moved and Mr. Imes seconded a motion to waive the first reading of Ordinance L-2015-8 and revise paragraph 1.(3) to read (strikeout indicates word deleted): “Preservation of records through microfilm or ~~other~~ electronic means.” Motion passed unanimously.

**ii) Second and possible third reading of an Ordinance L-2015-5 amending Chapter 13 of the Village Code relating to cross connection control and backflow prevention** Mr. Wade moved and John Imes seconded a motion to waive the second and third readings and approve Ordinance L-2015-5. Motion passed unanimously.

**iii) Second and possible third reading of an Ordinance L-2015-6 amending Section. 7.08(2) and 7.08(4) “Parking, Stopping and Standing Regulated”** Mr. Lederer moved and Mr. Wade seconded a motion to waive the second and third readings and approve Ordinance L-2015-6 with the correction of Section 7.08(4)(d) to read (strikeouts indicate words removed; italics indicate words added): “Abutting the island in the turnaround at the easterly end of ~~Tally Ho Lane~~ *Circle Close* in front of the properties with street addresses of 3403, 3404, 3407, 3408, 3409, 3410 *Circle Close*.” Motion passed unanimously. The impact of the new limits on parking on University Bay Drive on the Unitarian Meeting House members was discussed; no action was taken.

### **D. Public Hearing**

**i) Public Hearing on 2016 Village budgets** Mr. Sundquist opened the Public Hearing to discuss the 2016 budgets at 8:09 p.m.

**b) Public invited to speak** (agenda item taken out of order) There were no comments from the public.

**c) Close Public Hearing** Mr. Sundquist closed the Public Hearing at 8:10 p.m.

**a) Overview of 2016 budget** Mr. Frantz discussed his memo to the Board dated November 13, 2015 which explained that in 2014 and 2015 the water fund portion of the 2013 Refunding Bond was allocated to the General Fund. For the 2016 budgets, the Trustees could leave that debt as allocated or reduce the General Fund debt. If the Trustees chose the latter, the 2016 levy proposed at the November 2 budget presentation could be reduced. The Trustees discussed the appropriate level for the 2016 tax levy. Ms. Borisy-Rudin moved approval of a levy that resulted in a 1% increase. It failed for lack of a second. After discussion Ms. Borisy-Rudin moved and Mr. Imes seconded a motion to approve a 2016 levy that would result in a 1.5% increase. Motion passed with a 5-1 vote with Mr. Lederer voting no.

### **E. New Business Resolutions and Motions**

**i) Resolution R-2015-13: adopt 2016 Village budgets and set tax levy** Mr. Wade moved and Ms. Borisy-Rudin seconded a motion to approve Resolution R-2015-13 with a revision of the first paragraph to read (strikeouts indicate words removed; italics indicate words added): “Be it resolved that the Village of Shorewood Hills’ general, debt service, water, sewer, pool, stormwater, waterfront and TIF 3 and 4 budgets, and ~~tax levy of \$2,491,956.00~~ *a 1.5% tax increase and a commensurate levy* is hereby approved. Motion passed on a 5-1 vote with Mr. Lederer voting no.

**ii) Resolution R-2015-14: 2016 wage adjustments** Mr. Imes moved and Ms. Readel seconded a motion to approve Resolution R-2015-14. Motion passed unanimously.

**iii) Authorize purchase of furnace units for Village Hall** Mr. Wade moved and Ms. Readel seconded a motion to authorize the replacement of the furnace units at Village Hall using “Option A” from low bidder Shackelford Heating and Cooling. Motion passed unanimously.

**F. Appointments** The Trustees unanimously approved Mr. Sundquist's appointment of Cara Coburn Faris to the Public Works Committee and Amy Neeno-Eckwall to the Personnel Committee.

**E. New Business Resolutions and Motions**

**iv) Approve professional service agreement with Vierbicher Associates, Inc. for tax increment district work** Ms. Borisy-Rudin moved and Mr. Wade seconded a motion to approve an agreement with Vierbicher for assistance with the potential amendment of TID 3 and creation of TIDs 5 and 6, at a cost not to exceed \$20,430. Motion passed unanimously.

The Trustees took a break at 8:56 p.m. and reconvened at 8:59 p.m.

**7. Reports of Officials and Committees**

**A. Village President** The Village Recognition Dinner will be held at Blackhawk Country Club on Friday, December 4, 2015. Mr. Benforado is recuperating and appreciates the get-well messages he has received. Ms. Readel said the Shorewood Hills Community League's recent New Resident Welcome was well attended.

**B. Village Administrator**

**i) PARC grant award for bike path** Mr. Frantz reported the grant was received.

**ii) Local Road Improvement Program Grant award** The grant was received.

**iii) Report on meeting with Unitarian Society officials related to University Bay Drive parking restrictions** Mr. Frantz had nothing further to add.

**C. Personnel Committee** Employment compensation consultant Carlson Dettman is reviewing the Village's pay grid.

**E. Plan Commission**

**i) University Bay Fields status report in conjunction with proposed UW Master Plan including possible Board discussion** The University is holding an open house regarding the Master Plan this evening. Mr. Frantz said the University is doing an environmental impact assessment (EIA) on the proposed development of the Near West fields (to the west of the Natatorium). The results of that EIA could be applicable to the UW Rec Sports' plans for the University Bay Fields.

**F. Public Works Committee** Mr. Lederer said that lacking a quorum, the Committee held a listening session focused on Edgehill Drive regarding traffic and safety concerns.

**I. Recreation Committee** The Committee continues to review the feasibility of the use of the Heiden Haus and DPW Building by the public, with consideration of accessibility, safety, security issues.

**I. Parks Committee** The removal of invasive species and restoration of the land between Harvard Drive and the UW Clinics has required the balancing of different interests. Mr. Frantz said nearby residents appreciated the split-rail fence the Village recently installed between Harvard Drive and the UW Clinics.

**K. Pool Committee** The Pool's 2016 budget was discussed at the Committee's last meeting.

**The remaining Committee chairpersons had nothing further to report.**

**Closed Session**

Mr. Sundquist asked John Flad of Flad Development if he had comments for the Trustees to consider prior to going into Closed Session to discuss the firm's proposed developments at the ATT Plaza and Pyare Square sites. Mr. Flad said he was concerned about timing since it was important for the viability of both developments to be ready during the prime leasing season of April to July. His request of \$2.4 million in developer-financed TIF funds for the Lodge II project was largely necessitated by the high demolition costs at the site and the eight affordable rental units he will include in the development. He is requesting \$1.95 million in developer-financed TIF for The Boulevard, the proposed project at the ATT Plaza. This amount is necessary because

of the reduction in the building's size in response to Plan Commission concerns, the inclusion of four affordable units and high tenant-relocation costs. However, to avoid the necessity of amending TID 3, Mr. Flad said he would be willing to accept the \$495,000 remaining in that TID if the requirement to include four affordable apartments there were removed.

At 9:34 p.m., Mr. Sundquist announced the Trustees would consider going into Closed Session 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 (Tax Increment financing requests from Flad Development for ATT Plaza and Pyare Square projects). The roll call vote was: Mr. Sundquist – yes; Mr. Lederer – yes; Mr. Imes – yes; Mr. Wade – yes; Ms. Borisy-Rudin – yes and Ms. Readel – yes. Village Counsel Matt Dregne of Stafford Rosenbaum, Planner Dan Lindstrom of Vierbicher, Mr. Frantz and Ms. Endres were asked to stay. The remaining attendees left the meeting.

While in Closed Session the Trustees discussed Flad Development's requests for TIF funding for its proposed developments at the ATT Plaza and Pyare Square sites.

**Open Session** At 11:37 p.m., the Board reconvened to Open Session. The roll call vote was: Mr. Sundquist – yes; Mr. Lederer – yes; Mr. Imes – yes; Ms. Borisy-Rudin – yes; Mr. Wade – yes and Ms. Readel – yes.

8. **Adjourn** Meeting adjourned at 11:37 p.m.

Respectfully submitted,

Colleen Boyle Albrecht  
Village Clerk