

**Village of Shorewood Hills
Board of Trustees Meeting
Approved Minutes
Monday, May 16, 2016 7:00 p.m.**

1. **Call to Order** In the absence of Village President Mark Sundquist, Trustee David Benforado called the meeting to order at 7:00 p.m.
2. **Roll Call** Members of the Board present were Mr. Benforado and Trustees Fred Wade, Anne Readel, John Imes, Mark Lederer and Felice Borisy-Rudin. Mr. Sundquist was excused. Also in attendance were Village Treasurer Sean Cote, Village Administrator Karl Frantz, Department of Public Works Chief John Mitmoen, Police Chief Dennis Pine, Emergency Services Coordinator David Sykes and Village Clerk Cokie Albrecht. Eight 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**
 - i) **Lucy Richards—Post Farm Park Playground project** Lucy Richards, Recreation Committee member and Chairperson of the ad hoc Post Farm Park Playground Committee, updated the Trustees on the status of the project. Several nature-based play structures have been installed to date, with the addition of a slide, bridge and swings expected. Most of the structures were built and installed in-house. Ms. Richards thanked the members of the ad hoc committee, which included DPW Chief John Mitmoen, Forester Corey George, Pool Manager Erik Johnson and Parks Committee member Sue Denholm. The Committee received extensive help with design from resident John Bussey of Capital Landscape Contractors and construction from arborist Eon Dinauer of My Tree Guy. The Trustees thanked Ms. Richards and the ad hoc committee for the new asset to the Post Farm Park.
6. **Elect President Pro Tem** Mr. Wade moved and Mr. Imes seconded a motion to elect Mr. Benforado as Village President Pro Tem for the next twelve months. Motion passed unanimously.
7. **Board Matters**
 - A. **Payment of Bills** Mr. Cote provided an overview of the Village's revenues and expenses for the first quarter of 2016. He also reviewed the bills and recommended their payment. Mr. Wade moved and Ms. Readel seconded a motion to approve the payment of the end of April bills in the amount of \$83,656.31 and \$150,216.47 for May expenses, for a total of \$233,872.78. Motion passed unanimously.
 - B. **Consent Agenda**
 - i) **April 18, 2016 regular and closed session Board minutes**
 - ii) **Street Use Permits:**
 - a) **Her Madison Half Marathon on June 26, 2016**
 - b) **Let's Eat Out! Food Carts: Thursdays, June 16 – August 16, 2016**
 - iii) **Block Party Permits:**
 - a) **Aleasha Anderson, 1505 Wood Lane on June 11, 2016**
 - b) **Shorewood Hills EMS and Fire Association on July 2, 2016**
 - iv) **Temporary Class "B" Retailers License – Shorewood Hills Garden Club on June 18, 2016**

v) Transient Merchant Permit – Let’s Eat Out! Food Carts

vi) Hire part time seasonal DPW employees

Mr. Imes moved and Mr. Lederer seconded the approval of the Consent Agenda items. Motion passed unanimously.

C. Ordinances

i) Consider tabled third reading of an Ordinance L-2015-11 amending section 7.08(5)

Parking, Stopping and Standing Regulated (weekend two-hour parking restrictions on

Marshall Court) Mr. Wade moved and Ms. Borisy-Rudin seconded a motion to remove the item from the table. Motion passed unanimously. The Trustees agreed action on the ordinance would be delayed, with the expectation of receiving more information about parking on Marshall Court. Ms. Readel moved and Mr. Lederer seconded a motion to table the item again. Motion passed unanimously.

ii) Consider tabled second and possible third reading of an Ordinance L-2016-2 amending section 17.07(10)(b) of the Municipal Code regarding vicious dogs

Ms. Borisy-Rudin moved and Mr. Lederer seconded a motion to remove the item from the table. Motion passed unanimously. Ms. Borisy-Rudin moved and Ms. Readel seconded a motion to waive the second reading of Ordinance L-2016-2. Motion passed 5 – 1 with Ms. Borisy-Rudin voting no. The Public Health and Safety Committee will be asked to review the revised draft of the ordinance.

iii) Consider first reading of an Ordinance L-2016-4 changing the zoning classification of property located at 2712 Marshall Court from C-3 Medical Office Commercial District to a Planned Unit Development (PUD) district

Kevin Huddleston, Executive Director, and Steve Hoff, Board Member, of the Ronald McDonald House (RMH), described the proposed plans to expand the building at 2712 Marshall Court. The Plan Commission had previously reviewed the project and unanimously recommended approval of the GDP and SIP rezoning of the property. Village Attorney Matt Dregne of Stafford Rosenbaum said he would revise the ordinance to include language regarding limiting parking at the RMH property to guests and employees of the facility, as recommended by Village Planner Dan Lindstrom of Vierbicher Associates in his January 8, 2016 memo to the Plan Commission. Ms. Borisy-Rudin moved and Ms. Readel seconded a motion to waive the first reading of Ordinance L-2016-4. Motion passed unanimously.

iv) Consider first and possible second reading of an Ordinance L-2016-5 changing the zoning classification of property located at 2725-2801 Marshall Court from C-3 Medical Office Commercial District to a Planned Unit Development (PUD) district

Rich Arnesen, Vice President, and Kasie Setterlund, Director of Operations, of Stone House Development, and Architect Randy Bruce of Knothe Bruce, described the plans for the proposed development, currently referred to as “Arbor Crossing II,” at 2725, 2727 and 2801 Marshall Court. Stone House would like to tear down the structures on the three parcels and construct two four-story apartment buildings. The construction of the buildings would be phased, to allow the current tenant at 2727 Marshall Court, Psychiatric Services, to remain at its location while the first Arbor Crossing II building is constructed. The business then would relocate to the ground floor of the first building. A total of 94 rental units would be built, with up to 12 of them designated as affordable. Each building will include two levels of underground parking. The proposed structures will exceed the 46 foot height limit, as designated in the Village’s Comprehensive Plan, by 2 feet and 2 feet, 9 inches, respectively. Traffic Engineer Jeff Held of Strand Associates summarized his study of the expected impact of the development on traffic and parking on Marshall Court. As part of the analysis, he looked at the current traffic counts on Marshall Court compared to those forecast in his study of 2008. Mr. Held said traffic has increased as expected, though for the most part less than projected in 2008. The Trustees expressed concern about the impact of Arbor Crossing I on parking on Marshall Court, particularly the lack of guest parking. They are hopeful that can be mitigated by Stone House’s provision of additional parking at Arbor Crossing II. Mr. Arnesen said he is working to address the Trustees’ concerns about parking, including working with the

commercial tenants at both developments to free up parking for residential tenants and their guests in off-hours. Mr. Imes moved and Mr. Wade seconded a motion to waive the first reading of Ordinance L-2016-5. Motion passed unanimously.

D. New Business Resolutions and Motions

i) Consider purchase of replacement police server for vehicle video system The Trustees referred the purchase of the equipment to the Public Health and Safety Committee for review and recommendation.

ii) Consider authorizing use of old Village Hall for Fire House Library Ms. Readel said the Recreation Committee is proposing to use a room at 1008 Shorewood Boulevard for a lending library and small meeting space, open one or two evenings a week. She does not foresee any major costs to start—the facility will be staffed by volunteers and books will be donated. The Trustees cautioned that since the long-term use of the building is undetermined, space may not be available in the future. Ms. Readel agreed to report to the Board on the status of the library/small room use quarterly. Ms. Readel moved and Ms. Borisy-Rudin seconded a motion to approve the use of a room at the old Village Hall for a library and meeting space, with the project to be reviewed by the Board in a year. Motion passed unanimously.

iii) Consider July date for Village facilities work session The Trustees agreed to hold a work session in August to discuss Village facilities. The first choice of a date to meet is Tuesday, August 2, 2016; the second choice is Thursday, August 25, 2016. The session would be held from 5:30 p.m. to 9:30 p.m. Mr. Frantz will check with Village President Sundquist to determine his availability on those dates. Pool Committee Chairperson Barb Center will be invited to attend.

E. Appointments

i) Gary L. Johnson to Waterfront Committee

ii) Andy Stoltman to Public Health and Safety Committee

Ms. Readel moved and Mr. Wade seconded a motion to approve the two committee members previously suggested for appointment by Village President Sundquist. Motion passed unanimously.

8. Reports of Officials and Committees

A. Village President Pro Tem

i) Video: “In the Scope of Your Authority Preventing Public Officials’ Liability” Mr. Benforado is hopeful the Trustees will have an opportunity to watch the short video, perhaps at the working session in August or an upcoming Board meeting.

B. Village Administrator

i) Four Corners Park play structure issues Village staff have determined that the climbing portion of the structure is becoming unsafe—its wood supports are rotting. Further, the entire play structure is 22 years old and will need to be replaced soon. The climbing section will be removed immediately and the Services Committee will be asked to advise the Board about replacement options for the entire play structure.

C. Personnel Committee The Committee will meet on May 31, 2016 to further consider employee compensation.

F. Public Works Committee The Committee discussed the striping and redevelopment of Edgehill Drive. The latter may include the construction of a walkway from Edgehill Parkway to Lake Mendota Drive. The 2016 road resurfacing project was reviewed.

H. Public Health and Safety Committee Approximately 50 people attended the Community Listening Session on Village Policing on May 15, 2016. The comments received will be compiled and reviewed.

K. Parks Committee Ms. Readel reported the Love Madison and Arbor Day activities were very successful.

L. Pool Committee The Committee awarded grants to offset a portion of Pool membership fees. **The remaining Committee chairpersons had nothing further to report.**

Closed Session At 10:03 p.m., Mr. Benforado 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 Agreement with Marshall Court LLC). Mr. Wade moved and Mr. Lederer seconded a motion to go into Closed Session. The roll call vote was: Mr. Benforado – yes; Mr. Lederer – yes; Mr. Imes – yes; Mr. Wade – yes; Ms. Borisy-Rudin – yes and Ms. Readel – yes. Village Planner Scott Harrington of Vandewalle and Associates Inc., Mr. Dregne, Mr. Frantz and Ms. Albrecht were asked to stay. The remaining attendees left the meeting.

Ms. Borisy-Rudin was excused from the meeting at 11:10 p.m.

While in Closed Session the Trustees discussed the TIF support, if any, the Village would provide to the developer of the Arbor Crossing II project.

9. Adjourn Meeting adjourned at 11:29 p.m.

Respectfully submitted,

Colleen Boyle Albrecht
Village Clerk