

**Village of Shorewood Hills  
Minutes Board of Trustees  
Monday, July 16, 2018**

**1. Called to Order** Village President David Benforado called the meeting to order at 6:32 p.m.  
**2. Roll Call** Members of the Board present were Mr. Benforado and Trustees Fred Wade, Scott Freidman, John Imes, Anne Readel, Mark Lederer, Tracy Bailey and Village Treasurer Sean Cote. Also in attendance were Public Works Chief John Mitmoen, Administrative Services Manager/Deputy Clerk David Sykes, Village Administrator Karl Frantz and Village Clerk Karla Endres.

**3. Statement of Public Notice** Karl Frantz stated the meeting has been properly noticed.

**4. Procedures Orientation**

**i. Open meeting law review**

Ms. Bailey explained that the open meetings law review was successful to use at the most recent recreation committee meeting.

**5. Appearances and Communications**

**i. Ms. Vicki Hellenbrand – Baker Tilly Manager in charge of the Village financial audit will present highlights from the 2017 Village financial statement.**

Ms. Hellenbrand gave an overview of the 2017 financials. She reviewed the financial highlights, management letter and gave a brief explanation.

Ms. Readel asked what the estimate of an actuarial study to comply with GASB 64 would cost.

Mr. Frantz stated the quotes received by the Village are around \$3,000-\$3,200.

Mr. Cote asked if it was required to do an actuarial study.

Ms. Hellenbrand stated that if there are material impacts then it is necessary.

**6. Board Matters**

**A. Payment of Bills**

Mr. Cote gave a brief description of the bills being requested for approval and he would recommend approval.

Mr. Wade moved and Mr. Imes seconded a motion that the Board ratify payment of the June bills in the amount of \$67,636.16, that have already been paid by the staff, and that it authorize payment of the July bills in the amount of \$86,788.57, for a total of \$154,424.73.

Motion passed 7-0.

Mr. Cote was excused at 7:02 pm

**B. Consent Agenda**

**i) Regular Board meeting minutes of June 18, 2018**

Mr. Imes moved and Mr. Lederer seconded a motion to approve the June 18, 2018 minutes with the suggested minor language changes.

Motion passed 7-0.

**C. Ordinances**

**i) Second and possible third reading of ordinance L-2018-2 amending Sections 10-1-100 and 10-1-140 of the zoning code clarifying that decks are structures and amending the definition of lot coverage**

Mr. Imes moved and Mr. Lederer seconded a motion to approve the seconded and third reading of ordinance L-2018-2 amending Sections 10-1-100 and 10-1-140 of the zoning code clarifying that decks are structures and amending the definition of lot coverage.

Motion passed 7-0.

**ii) First reading of an ordinance L-2018-3 rezoning property located at 2801 Marshall Court from C-3 to planned unit development general development plan**

**a. Presentation of Project by applicants**

Tim Cary, partner with Rich Arneson at Stone House Development along with Duane Johnson, Cheryl Far – Moose International, Randy Bruce-Knothe and Bruce Architects presented on the project. They believe the project will have a value of 6-7 million in value on the tax base.

Cheryl Far, Moose International, presented the proposed project that will include an office space designed around a membership, restaurant/cafe, and childcare. Lodgic has done research for three years trying to find a micro-urban community in the Madison area and Shorewood Hills rose to the top of the list.

Randy Bruce, Knothe and Bruce Architects, stated they are proposing a two story building, 36 feet in height. There is roughly 12,000 square feet of dedicated land to the Village from the developer to allow for an extension to Catafalque Drive and the bike path extension. Proposing fifteen minute parking on Catafalque Drive to allow for parents to pick up and drop off to the childcare facility. There would be a total of 89 parking stalls for the facility. The restaurant can hold up to seating for approximately 90 patrons, but the code allows for 130. The HVAC units will be on the roof and will be screened and lined with acoustic panels. There is a space for solar panels on the rooftop as well for energy saving measures. There would be four types of material used on the exterior of the building. There was a shadow study performed, one in March and one in December.

**b. Presentation of traffic and parking studies as they pertain to this development**

Jeff Held from Strand Associates, described the traffic study performed with this project. He stated there is still capacity for traffic on Marshall Court. He believes the mixed use of this proposed project is less impact than other projects that had previously been presented on Marshall Court.

**c. Presentation of parking impacts when Marshall Court is reconstructed and the bike path is installed (this is not tied to the redevelopment but is of interest)**

Brian Berquist, Town and Country Engineering, gave a brief presentation on the parking along Marshall Court.

**Public Comment**

Joan Benca, 2810 Marshall Court, is happy with the idea of the Lodgic project and the spirit of the project. The issue she has is that the street is a residential street and not a commercial street. The parking is another issue on Marshall Court. All UW employees go to 800 University Bay Drive for EPIC and Healthlink training and the employees are not allowed to park at that training facility. There will not be enough parking at this building in the instance of an event being hosted there due to the daycare, restaurant and conference rooms. Her suggestions were for an extra level of parking, no bar except for being served with food, light/sound mitigation and no outside speakers on the patio,

Cheri Carbon, 2714 Harvard Drive, has concerns with the parking issues and density on Marshall Court.

Michael Stiennen, 2814 Marshall Court, stated the amount of traffic on Marshall Court wasn't meant to handle 3500 cars per day. He suggested not to extend Catafalque Drive. He also asked

the Board to be sure that all the developers recommendations are in the SDP and GDP. He stated the requests need to be in writing to make them clear to what is available for parking and what is not. He also wanted to be sure that the Lodgic project will not be taken off the tax rolls and it is in writing.

Sarah Kaiksow, 2822 Marshall Court, stated the biggest concern is that of having a bar in the same building as a childcare facility. Marshall Court is a residential street.

Tim Cary specified that there is a fifteen year lease to Lodgic.

Cheryl Far stated that 100% of the profits go to the two entities of Mooseheart and reinvesting into the community. She stated the bar is a polished restaurant beverage area. It is also a coffee bar and quick style breakfast area.

Erhard Joeres, 2822 Marshall Court, has concerns about it being a residential street. He overall likes the intentions of this project. He would like to see the signage stay on the University Avenue side and not the Marshall Court side.

Cheryl Far stated the childcare will be fully licensed by the state and work closely to adhere to all capacity, licensing of teachers, hours of operations and hours that children are allowed to stay. They also have a fully developed curriculum for the children doing a play based learning curriculum.

Mark Soderburg, 3405 Blackhawk Drive, asked about bicycle storage. He likes the idea of this project overall.

Maureen Rickman, Partner at Psychiatric Services, likes the idea of the project and would be very supportive of the concept. She said the only thing she isn't supportive of is when it threatens the wellbeing of her business. She stated they want their business to continue and are trying to get fifteen spaces of parking to keep their business going. They will also need twelve additional spaces of private parking if the bike path goes through the back of the building. She suggested that if they turn the parking spaces along the back and put them on the side of the building, they will have all theirs replaced.

Bob Falk, 1227 Shorewood Blvd, stated he would really like to have a restaurant with a bar but doesn't see the bar being proposed is intended to be a college hang out bar.

Ken Herrmann, Psychiatric Services partner, stated the parking is a real issue.

Randy Bruce stated his understanding to be this is the first reading of the GDP.

Sarah Kaiksow, 2822 Marshall Court, stated the light and noise pollution is another concern. The bar is a bar and it doesn't belong across from their homes.

Maureen Rickman stated the question of parking is crucial for Psychiatric Services and if it is part of the GDP or SDP as being a significant factor.

Cheri Carbon, 2714 Harvard Drive, has concerns with the parking because of the restaurant. She also stated the Village liquor licenses are all taken and there aren't any available.

Mr. Benforado closed the public comment at 9:07 pm.

Mr. Benforado reviewed the materials in the Board Packet with regards to the Marshall Court project.

Mr Benforado shared his thoughts on the Lodgic project being proposed.

Mr. Friedman feels supportive of the project based on the leverage the Village has on the hours of operations.

Ms. Readel sees the parking as a concern that weighs heavily and ties into the bike path, which she would like to see happen. She feels as though the bar is a fairly standard setup for what you would see along residential streets just like Monroe Street.

Mr. Wade is generally supportive about the innovative idea with the childcare and office space. He is not comfortable with the parking situation.

Mr. Lederer is supportive of the project and feels it is very innovative and is a source of employment in that area instead of an apartment project. Mr. Lederer asked if Stone House has agreed to keep this property as tax based property and not change over to a not for profit.

Mr. Imes moved and Ms. Readel seconded a motion to approve the first reading of ordinance L-2018-3 rezoning property located at 2801 Marshall Court from C-3 to planned unit development general development plan.

Motion passed 7-0.

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

##### **i) Consider action on conditional use permit to construct door/window overhangs and exterior staircase 3414 at Lake Mendota Drive**

Mr. Benforado gave a brief background of the conditional use permit being proposed.

Mr. Imes moved and Ms. Readel seconded a motion to approve the conditional use permit to construct door/window overhangs and exterior staircase 3414 at Lake Mendota Drive.

Motion passed 7-0.

##### **ii) Review and possible recommendation on certified survey map lot line adjustment Lot 1 Block 18, Beloit Court replat, part of lot 18 Block 19**

Mr. Benforado summarized the two memos from Stafford Rosenbaum in regards to certified survey maps.

Cheri Carbon, 2714 Harvard Drive, stated the new certified survey map that was done by the new owner is incorrect. There will be issues with the bike path, stormwater, and Village natural land.

Mr. Imes moved and Ms. Readel seconded a motion to accept the certified survey map for Lot 1 Block 18, Beloit Court replat, part of lot 18 Block 19.

Motion passed 7-0.

##### **iii) Consider action on certified survey map combining parcels located at 3534 and 3546 Lake Mendota Drive and vacant parcel in between**

Mr. Benforado gave a brief description of the proposed certified survey map for the combination of parcels.

Mr. Imes moved and Ms. Readel seconded a motion to approve the certified survey map combining parcels located at 3534 and 3546 Lake Mendota Drive.

Motion passed 7-0.

##### **iv) Consider action on conditional use permit to fill in excess of ten cubic yards of soil on property located at 3546 Lake Mendota Drive**

Mr. Benforado explained the purpose of this is to restore the land to a natural area once the foundation from the existing house is removed.

Mr. Imes moved and Mr. Lederer seconded a motion to approve adoption of the conditional use permit.

Motion passed 7-0.

#### **E. Appointments**

None to report.

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

#### **A. Village President-**

**i. Discussion of facilities timeline-** Postponed until August meeting.

- B. Village Administrator** –Status update on the insurance claim. Should know more about it Thursday.
- C. Personnel Committee** – nothing to report.
- D. Finance Committee** – Met and was briefed by Stephanie Nelson on the draft financial statements and communication to those charged with government that Baker Tilly was preparing.
- E. Plan Commission** – met and spoke about Lodgic. Mentioned that the Plan Commission would like to meet with Matt Dregne with regards to the concern of the new state law that narrows the ability of use with conditional use permit authority.
- F. Public Works Committee** –met and conducted a traffic study that resulted in a speed hump on Edgehill Drive. On August 20<sup>th</sup> the Board will take up the 240 holes being drilled in Edgehill Drive for speed hump.
- G. Services Committee** – nothing to report.
- H. Public Health & Safety Committee** – nothing to report.
- I. Recreation Committee**- met and toured the scout shack and were in agreement that the scout shack should be demolished.
- J. Ad hoc Sustainability Committee** – nothing to report.
- K. Ad Hoc Heiden Haus**- Needs to get on the Public Works agenda and Services committee agendas for an updated conversation.
- L. Parks Committee**- nothing to report.
- M. Blackhawk Liaison Committee** – nothing to report.
- N. Golf Committee** – nothing to report.
- O. Pool Committee** – nothing to report.
- P. Waterfront Committee** – met tonight and a resident wants to host a seminar with Don Sanchez on the history of Lake Mendota Drive.
- Q. Joint Campus Area Committee** – met but nothing to report.

**8. Confirm next meeting date**

- i. August 20**
- ii. September 17**

**9. Adjourn**

Meeting was adjourned at 10:35 p.m.

Respectfully submitted,

Karla Endres, Village Clerk