

**Village of Shorewood Hills
Board of Trustees Minutes
Monday, July 20, 2020**

1. Called to Order Village President David Benforado called the meeting to order at 7:02 pm via Zoom.

2. Roll Call Members of the Board present were Mr. Benforado and Trustees John Imes, Tracy Bailey, Shabnam Lotfi, Cokie Albrecht, Laura Valderrama, Scott Friedman and Village Treasurer Sean Cote. Also in attendance were Village Administrator Karl Frantz, Administrative Services Manager/Deputy Clerk David Sykes, DPW Crew Chief Mike Meier, Police Chief Aaron Chapin and Village Clerk Karla Endres.

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

4. Procedures Orientation –

i) Review of Wisconsin open meeting law and discussion – Mr. Benforado asked Trustees to review two short videos on the guidelines of open meeting law. Mr. Benforado suggested that the Trustees set a goal to submit items to the Board Agenda by 9:00 am the Thursday before the Board meeting. He also asked that Trustees submit sub bullets under Committee reports if anyone has items to report or update the Board on.

5. Appearances and Communications – Mr. Benforado stated Marilyn Townsend would speak on the unleashed pet exercise area. Written communications were distributed from Farah Acher Kaiksow, 3415 Blackhawk Drive and Madhavi Krishnan, 3128 Oxford Road, regarding the village street named Blackhawk Drive.

6. Board Matters

D. New Business Resolutions and Motions

i. Authorize Recreation Committee to proceed with further exploration of unleashed pet exercise area

Ms. Bailey gave a brief summary of the unleashed pet exercise area (Scout Park). The Recreation Committee is ready to introduce the Scout Park to residents.

Marilyn Townsend, 1121 Wellesley Road, expressed her concern that the parks are sacred in the Village and that the dog parks are not conducive for children as the dog owners attention should be on the dogs. She would like to see a public hearing on allocating public space as a dog park.

Members of the Board suggested the Recreation Committee revise the letter to residents to provide more information.

A. Payment of Bills

Mr. Cote reviewed the bills and recommended ratifying the June prepaids in the amount of \$30,048.12 and the July board bills in the amount of \$140,469.38 for a total of \$170,517.50.

Mr. Imes moved and Ms. Bailey seconded a motion to approve the June prepaids in the amount of \$30,048.12 and the July board bills in the amount of \$140,469.38 for a total of \$170,517.50

Mr. Benforado asked that Village Staff to include the running spreadsheet of expenses from the flood in the August Board packet.

Motion passed 7-0.

B. Consent Agenda

i. Special and regular Board meeting minutes of May 28 and June 15

ii. Approve purchase of police garage air conditioning unit

iii. Approve purchase of 2020 Ford Hybrid to replace 2015 Police SUV

iv. Resolution R-2020-6 Supporting the City of Madison's Bus Rapid Transit submittal to the Federal Transit Administration

v. Resolution R-2020-7 Approving 2019 Sanitary Sewer Compliance Maintenance Annual Report

vi. Resolution R-2020-8 Extending Village COVID-19 Declaration of Emergency through December 2020

Ms. Albrecht asked to remove Approve purchase of 2020 Ford Hybrid to replace 2015 Police SUV and Resolution R-2020-7 Approving 2019 Sanitary Sewer Compliance Maintenance Annual Report from the consent agenda approval.

Mr. Friedman moved and Ms. Lotfi seconded a motion to approve the consent agenda including special and regular Board meeting minutes of May 28, 2020 and June 15, 2020, Approve purchase of police garage air conditioning unit, Resolution R-20-6 supporting the City of Madison's Bus Rapid Transit submittal to the Federal Transit Administration and Resolution R-2020-8 Extending Village COVID-19 Declaration of Emergency through December 2020.

Motion Passed 7-0.

iii. Approve purchase of 2020 Ford Hybrid to replace 2015 Police SUV

Mr. Friedman moved and Ms. Albrecht seconded a motion recommending the purchase of a 2020 Ford Hybrid.

Ms. Albrecht asked if the Village intended to trade in the 2015 Police SUV or if there would be any revenue from the sale of the vehicle.

Aaron Chapin stated there are a few options in terms of how to sell the vehicle and there will be revenue.

Ms. Bailey asked if five years was normal for the life of a Police vehicle.

Motion Passed 7-0.

v. Resolution R-2020-7 Approving 2019 Sanitary Sewer Compliance Maintenance Annual Report

Ms. Albrecht moved and Ms. Bailey seconded a motion to approve the 2019 Sanitary Sewer Compliance Maintenance Annual report.

Motion Passed 7-0.

C. Ordinances

i. Second reading of an ordinance L-2020-4 Amending Chapter Ten Article J of the Zoning Code Supplemental Regulations, pertaining to Accessory Uses and Structures (recommended by Plan Commission)

Mr. Benforado gave a brief summary of the amendment.

Mr. Imes moved and Mr. Friedman seconded a motion to approve a second reading of ordinance L-2020-4 Amending Chapter Ten Article J of the Zoning Code Supplemental Regulations, pertaining to Accessory Uses and Structures (recommended by Plan Commission)

Motion Passed 7-0.

E. Appointments-

i) Ad hoc Social Justice Committee

Ms. Valderrama gave a brief background of the 17 residents that filled out the google interest form. 11 members, 7 alternates

Ms. Valderrama moved and Ms. Bailey seconded a motion to approve the Ad hoc Social Justice Committee consisting of Laura Valderrama, Ariel Ford, Andi Funk, Lucy McCluskey, Michele Hatchell, Leila Sauod, Marco Izzia, Cathy Lee-Miller, Denise Runde, Daniel Torres-Rangel and Boram Lee as

members and Eliza Siebers, Amy Buencamino, Jan Tymorek, Dana Hellgren, Jesse Dirkman, Laura Berghahn, Ellie Schmitt, Paula Bonner and Purvi Patel as alternates.
Motion passed 7-0.

ii) Ad hoc Stormwater Committee

Mr. Benforado stated there is a vacancy on the Committee. Greg Brauer has resigned.

iii) Poll Workers

Ms. Valderrama moved and Ms. Albrecht seconded a motion to appoint Aiwen Desai, Sarah Moeser and Nancy Keller as poll workers.
Motion passed 7-0.

7. Reports of Officials and Committees

A. Village President- Mr. Benforado commented on how nicely the July 4th activities were organized by the Shorewood Hills Fire and EMS Association. He thanked all the volunteers.

B. Village Administrator-

i. Report on Village operations relating to COVID and CARES Funding – Mr. Frantz gave a detailed summary of staff and technology needs, schedule changes and the overall operations of the Village.

C. Police Chief-

i) Speed Board purchase and grant – Chief Chapin has set a threshold at 30 mph and will get an email with a picture of any violators going 40 mph or over.

ii) Public facing document policy management software- Chief Chapin explained that this software will allow the public to view Police Department policy.

D. Personnel Committee- Did not meet.

E. Finance Committee-

i) Report on Fund balance policy review-The Committee discussed the Village fund balance policy and level based on Baker Tilly mentioning it was somewhat lower than other communities. Research indicates that communities carrying AAA bond ratings carry somewhat lower fund balances generally. The Village financial advisor is comfortable with the 15-25% range. Also, Standard & Poor's rates the Village fund balance in its highest category.

ii) Report on 2020 budget status – Mr. Frantz stated the Village staff will continue to monitor the budget closely.

F. Plan Commission-

i) Report on roof height limits and possible changes- A detailed summary was given of the history behind shed roof height limits and possible needed changes.

ii) Report on beekeeping ordinance development- The Plan Commission is in the process of creating an ordinance for beekeeping in the Village.

iii) Report on comprehensive plan progress – This process had fallen behind with the pandemic but has caught back up and is on track for progress.

iv) Minor amendment to Specific Development Plan for Lodgic extending hours to Sundays- The Plan Commission approved a minor amendment to the Lodgic Specific Development Plan to allow restaurant hours on Sundays for a one-year trial period.

G. Public Works Committee- Did not meet. Will be meeting again about the Bridge reconstruction.

H. Services Committee-

i) Bus shelter status report- The Committee has decided to stick with regular concrete that could be colored to be aesthetically pleasing. They decided to avoid pavers and stamped concrete because of wheelchairs and strollers that might have trouble with those finishes.

I. Public Health & Safety Committee-

i) Report on status of Police Department policy review – Mr. Friedman stated that Chief Chapin presented an initial overview of police policies.

ii) Update on review of parking regulations at Shorewood Hills Elementary School – The Village is looking into ways the signage can be changed to avoid having parents dropping their kids off at the school and leaving their cars unattended.

J. Recreation Committee- Previously discussed unleashed pet exercise area. The tennis program will be adding pickleball lines to the tennis court by the pool.

K. Ad hoc Disaster Preparedness Committee- Did not meet. The Committee will hand off the plan to Village Staff and then review once changes have been made by staff.

L. Ad hoc Stormwater Committee- There will be a large sewer project commencing in the spring of 2021 and will take three years to complete all three phases. This will include portions of the bike path being relocated temporarily.

M. Parks Committee- There has been concern over the use of Village Parks during the pandemic. Mr. Benforado asked the Trustees to do a little research on what other communities are doing to manage the use of their parks and facilities. The Committee also discussed the Country Club's name and did not believe it to be offensive.

i) Regulation of commercial business activities using Village parks and facilities

N. Blackhawk Liaison Committee- Shorewood Hills Scramble has been cancelled. Ms. Lotfi also stated the Committee did not find the name offensive at this time but are open to the idea of hearing individual concerns.

O. Pool Committee- Did not meet.

P. Waterfront Committee- Did not meet.

Q. Joint Campus Committee- Did not meet.

R. Dane County Lakes and Watershed Commission- Talking about goals for the Committee such as infrastructure as well as filtration to the lake.

8. Next meeting date: August 17, 2020

9. Adjourn

Meeting was adjourned at 10:05 pm.

Respectfully submitted,

Karla Endres
Village Clerk