

VILLAGE OF SHOREWOOD HILLS
Board of Trustees Meeting Minutes
Tuesday, February 25, 2025 – 7:00 pm
Location: Village Hall – 810 Shorewood Blvd.
Hybrid – Virtual via Zoom

1. Call to Order:

Village President John Imes called the meeting to order at 7:01 pm.

2. Roll Call:

Members Present: Village President John Imes, Carol Barford, Dietmar Bassuner, Bob Falk, Mark Lederer, Shabnam Lotfi and Robb Stankey

Also in Attendance: Clerk-Treasurer Julie Fitzgerald and Tim Stieve (Town & Country Engineering)

3. Approval of Agenda:

M/S Bassuner/Falk to approve the agenda as presented. Motion carried.

4. Statement of Public Notice:

Fitzgerald stated the meeting was properly noticed.

5. Procedures Orientation:

Facebook Live Statement: Imes noted that the meeting was being live-streamed on the Village's Facebook page and any comments provided through Facebook may not be considered contemporaneously by those at the meeting. Comments should be sent to the Village Administrator (bmooney@shorewood-hills.org) and he will disseminate them to the Trustees.

6. Public Comments, Appearances, and Communications:

Resident Gloria Whiting addressed the Board regarding the Floor Area Ratio (FAR) section of Chapter 10 of the Village Code of Ordinances. She requests that the Villages code mirrors other municipalities and be more flexible.

Resident Kathie Brock would like to see the wild turkey population managed in the village.

Residents Kathie Brock, John Voegeli and Marilyn Townsend all expressed concerns over proposed changes to the committee structure and proposed term limits. They stressed the need to have committee members with expertise and institutional knowledge that is valuable to the Village.

7. Board Matters:

A. Payment of Bills:

It was noted that the amount was higher due to the February Tax Settlement payments to Dane County, MMSD and MATC.

M/S Lederer/Bassuner to approve payment of bills in the amount of \$4,062,198.88. Motion carried.

B. Consent Agenda:

i) Approval of Minutes: January 21, 2025

ii) Approval of Ad Hoc Village Safe Streets for All Committee Members

iii) Approval of R-2025-03 Resolution Proclaiming 2025 World Migratory Bird Day

iv) Approval of 2025 Arbor Day Proclamation

- v) Approval of Agreement for the Operation and Maintenance of Traffic Control Signals and Street Lights (between VOSH and City of Madison)
- vi) Approval of Request for Proposal: Village Pool Assessment

Trustee Lotfi requested item vi) be removed from the consent agenda.

M/S Bassuner/Barford to approve Consent Agenda items i) and v) only. Motion carried.

- vi) *Approval of Request for Proposal: Village Pool Assessment*

Trustee Lotfi questioned by the RFP does not include specifications for the upstairs (Community Room) of the pool building. Lederer (Chair of Pool Committee) explained that Phase I of this assessment is focused on the 1st floor. Some issues on the 2nd floor will be reviewed and addressed before they proceed with Phase II of the RFP.

M/S Lotfi/Lederer to approve item vi) Request for Proposal: Village Pool Assessment. Motion carried.

C. New Business, Resolutions and Motions

- i) Public Hearing – Ordinance L-2025-01 Chapter 27 Floodplain Zoning – Repeal and Recreate Ordinance

- a) Open Public Hearing: Ordinance L-2025-01

M/S Bassuner/Falk to open the Public Hearing regarding Ordinance L-2025-01. Motion carried.

Public Hearing Opened at 7:35 pm.

- b) Public Questions/Comments:

Tim Stieve of Town & Country Engineering (via Zoom) provided an overview of the changes to Chapter 27 to comply with new floodplain maps (FIRMS) for Dane County and other WI DNR and FEMA requirements. The updates to the ordinance are necessary to allow Village residents to maintain or purchase flood insurance through the National Flood Insurance Program.

Resident Bill Thomas questioned how these changes would help with other areas in the Village that may be affected by flooding. Stieve explained that this ordinance only addresses floodplain areas, which lie along natural bodies of water such as lakes, streams or rivers. It does not involve anything that would include areal flooding.

- c) Close Public Hearing:

M/S Bassuner/Falk to close the Public Hearing regarding Ordinance L-2025-01. Motion carried.

Public Hearing Closed at 7:56 pm.

- d) Discussion/Action – Ordinance L-2025-01:

M/S Bassuner/Stankey to waive the first reading of Ordinance L-2025-01 Repealing and Recreating Chapter 27 – Floodplain Zoning of the Village of Shorewood Hills Municipal Code. Motion carried.

7:58 Tim Stieve left meeting.

- ii) Discussion/Action – Police Ad Hoc Committee Final Recommendation:

Barford summarized the report provided by the Police Retention and Recruitment Ad Hoc Committee. This is a national issue. Due to State-imposed levy limits, it is very difficult for municipalities to fund police wages and benefits. Shorewood Hills' officers are currently the lowest paid for starting wages in Dane County. Barford noted that it would take approximately an additional \$200K per year to bring us up to the level that Maple Bluff is

at right now. She noted that many other communities are going to referendum to be able to increase police department compensation. Other recommendations from the Ad Hoc Committee to encourage police retention included a K9 unit (funded through donations) or a drone unit.

M/S Stankey/Falk to accept the final report of the Police Retention and Recruitment Ad Hoc Committee. Motion carried.

iii) Discussion – Committee Assignments and Term Limits

Imes referred to Administrator Mooney’s memo in the packet. Lotfi explained that she is proposing this policy to address possible future issues and encourage new opportunities for community members to become involved on various committees. Board members discussed the balance between maintaining a committee’s institutional knowledge and providing new people with an opportunity to participate on a committee. Currently all committee members are on three-year rotating terms. Committee chairs and the Village President communicate with members whose terms are up each spring to determine if they will continue on that committee or step aside allowing new members to join. Residents interested in serving on committees were encouraged to attend meetings to learn about topics and expectations of committee members.

iv) Discussion and Possible Action – Village Financial Model: Small Cap Contingency Use Approval

Lederer explained that last fall, as part of the CIP, the Board approved purchasing a financial model out of the small cap budget for up to \$15K. In the last couple of months, Lederer, Mooney, and Fitzgerald met with several vendors. After reviewing the information, they unanimously chose Ehlers as the best choice for the Village. The proposal was \$3K more than what was allocated in the CIP. It is proposed to cover the additional \$3K expense out of the small cap contingency line item. Lederer stressed the necessity of doing long-term financial planning that encompasses all the funds of the Village, including the TIDs and utilities. This total of \$18K will cover the initial development of a financial modeling plan for the Village, which includes the professional expertise and advice offered by the Ehlers’ consultation team. Board members asked follow-up questions and discussed the merits of pursuing a financial modeling plan.

M/S Bassuner/Lederer to approve the Village Administrator to utilize the Small Cap Contingency to cover the additional \$3,000 cost of the Financial Modeling contract. Motion carried.

v) Discussion and Possible Action – Village Facilities Project

Imes explained to the Board that he, Lotfi, Falk and Mooney have been working on this topic as a workgroup. Imes referenced Mooney’s memo in the packet, specifically his recommendations for next steps listed on page 2. Memos from Imes, Lederer, Bassuner as well as a report from FGMA were discussed.

The Board had a lengthy discussion about many aspects of the project including using existing space or building new, doing a second assessment of the FGMA space needs study, utilizing Village resident expertise rather than doing a second RFP, potential revenue from the sale of the Village Hall including tax revenue, operational evaluation in addition to just square footage needed per department, and Tom Degen’s offer to validate the space needs study provided by FGMA. The Board decided to hold a special meeting to discuss this item further with Administrator Mooney in attendance.

8. Reports of Officials and Committees:

- A. Village President** – Imes noted that he is in the process of setting a date for a Candidate’s Forum for the Spring Election in the near future.
- B. Village Administrator** – See meeting packet.
- C. Police Chief’s Monthly Report** – See meeting packet.
- D. Committee Reports** – See details in meeting packet.

Stankey and Lotfi both said they would like to see a town hall scheduled soon.

Bassuner reported that the McKenna Park Ad Hoc Committee would be holding their 2nd town hall meeting on March 4th at 7 pm. Two master plan options will be available for the public to review and comment on.

Stankey reported that the Public Works Committee discussed the no-turn on red signs on University Ave. and consensus was to re-examine the issue later this year.

Barford reminded the public that a Bird City event would be held at Village Hall on 2/26/25 at 7 pm on the topic of owls.

Blackhawk Liaison	Pool	Waterfront
Finance	Public Health & Safety	Recognition (Ad Hoc)
Parks	Public Works	McKenna Park (Ad Hoc)
Personnel	Recreation	PD Comp/Retention (Ad Hoc)
Plan Commission	Services	Joint Campus (UW-M)

9. Future Agenda Items:

- A. Street Lighting (Lotfi)
- B. PW Committee Recommendation for Speed Humps on Lake Mendota Drive
- C. Change Ordinance – Board Meetings on 3rd Tuesday of Each Month (Lotfi)
- D. Budget-to-Actuals Full Report for 2024 (Lederer)

10. Adjourn:

M/S Bassuner/Stankey to adjourn. Motion carried.

The Village Board adjourned at 10:44 pm.

Respectfully submitted,

Julie Fitzgerald
Village Clerk-Treasurer