

Village of Shorewood Hills
Board of Trustees Special Work Session
Approved Minutes
Thursday, September 22, 2016 5:30 p.m.

1. **Call to Order** Village President Mark Sundquist called the meeting to order at 5:32 p.m.
2. **Roll Call** Members of the Board present were Mr. Sundquist and Trustees David Benforado, Anne Readell, Mark Lederer, Felice Borisy-Rudin, Fred Wade and John Imes. Also in attendance were Village Administrator Karl Frantz, Police Chief Denny Pine, Department of Public Works Chief John Mitmoen and Village Clerk Cokie Albrecht. There was one visitor in the audience.
3. **Statement of Public Notice** Mr. Frantz confirmed the meeting had been properly posted and noticed.
4. **Board matters**
 - A. **Planning/needs discussion regarding Village properties and facilities**

Mr. Wade referenced Mr. Frantz's memo dated September 22, 2016 regarding the Village's debt capacity. If more borrowing were undertaken for facilities, the Village's internal debt policy may need to be revised. The Trustees acknowledged other capital needs may arise in the future, including road reconstruction, replacement of water/sewer mains and the installation of sidewalks on the west side of the Village.

The Trustees chose to discuss the Village facilities individually. Some of the comments:

Community Center/Pool

 - The Community Center is outdated. It needs to be made handicapped accessible, it requires roof repairs and cosmetic updates. Its use has dropped off.
 - There has been conversation about needed improvements to the Community Center since 1997. Kubala Washatko's plans for its renovations are beautiful but would be expensive to implement.
 - The Pool is not a year-round facility; there is significant interest in a swimming venue that is open all year.
 - What does the Village want there? The more popular/attractive the Pool and Community Center are, the greater impact on traffic and parking.
 - Idea: rearrange facilities at Post Farm Park, e.g., move the tennis courts to the parking lot, parking to Marshall Court.
 - Per Mr. Mitmoen, if the Pool were improved, all mechanicals should be evaluated.
 - What are the goals of Pool improvements? How many members does the Village want to join the Pool?
 - The Pool Committee is looking at installing a diving well on its east side, where the tennis courts are presently located.
 - Members of the Services Committee are not interested in discussing renovations to the Community Center; they feel it should be torn down and reconstructed.
 - Given current debt levels, only incremental improvements to the facility should be considered at this time.
 - Renovations to the Community Center/Pool should be considered as part of a comprehensive plan to improve all of Post Farm Park, including the possible relocation of tennis courts and rerouting of traffic.
 - Incremental repairs/improvements can be made to the Community Center until a comprehensive plan is developed.
 - The Pool Committee determined the installation of an inflatable dome over the pool for part of the year was impractical. The construction of a covered facility in the future may be possible—perhaps enclosing a new diving well/smaller pool.

- The Pool will pay off its debt in 2017 and then will have large financial capacity to make improvements.
- The Pool Committee would be willing to participate in upgrades to the Community Center. It is waiting for guidance from the Trustees to inform its thinking about whether it should concentrate on renovations to the pool facility only.
- There was concurrence that a master plan for the entire Post Farm Park is needed. The future of the Scout Shack would be part of that discussion.

Village Hall

- Chief Pine would like to see clearer separation of court and police functions and a reception area.

Department of Public Works (DPW) Building (“1008”)

- The DPW Building is underutilized. Its central location would make it a great gathering spot for the Village community. A request for proposals could identify a vendor who would run a café/coffee shop in a portion of the building.
- Ten to 15 years from now, Shorewood Hills could finance the reconstruction of the building by selling other property. A new municipal building could be built there, which would include a ~ three story building for all government functions.
- Parking at the 1008 property is limited.
- Idea: relocate DPW Building to Marshall Court.
- Mr. Mitmoen said space at the DPW Building is tight, though the new cold storage facility to be built on Old Middleton Road will help.
- Currently the required co-mingling of activities at the DPW Building is not safe.
- Possible to relocate all DPW activities to the proposed storage location on Old Middleton Road? Mr. Mitmoen replied that the site is not large enough to accommodate a building that would serve all of the DPW needs.
- Possible to renovate the DPW Building to provide more storage bays? Mr. Mitmoen said it would be possible to remodel the building so it was more usable.
- An alternative would be to tear down 1008 and construct a building that better meets the DPW’s needs. The new building could include the café/gathering space.
- The EMS and Fire Association does not need a permanent, dedicated space at the DPW Building. However, the Mac fire truck is stored in one of its bays.
- A reconstructed DPW Building may cost \$1-\$2 million.
- Any improvements to a building at 1008 would require careful consideration of its architecture; it would need to be compatible with the residential neighborhood.
- TIF could not be used to finance a municipal building.
- Idea: offer some space in the new building to be built at Old Middleton Road to Blackhawk Country Club in exchange for more property on the site. Then a larger DPW Building could be constructed there. Other Village departments could be relocated to 1008.
- Mr. Mitmoen said he would prefer to have all DPW functions in one place. He likes the current central location of the DPW Building—relocating to Old Middleton Road would make the Village less accessible for DPW activities.
- If a portion of 1008 were used as a community meeting spot, it would have to be staffed.
- Several years ago relocating the DPW Building to under Post Farm Park was considered. Under that plan, the building would have opened onto Marshall Court.
- Idea: sell 1008 for townhouses and a café.
- Look into what would be needed to make the present DPW Building a two to three story building with offices, a community space/café/library and a DPW facility.
- Renovation of the DPW Building would command a higher priority than the master plan for the Post Farm Park facilities.

Boathouse

- The inside of the Boathouse was upgraded with new paint and storage racks.
- The roof of the facility continues to require patching.
- Proposed improvements to the facility—new lights, roof, etc., —could be done without spending a lot of money.

Heiden Haus

- The facility could be improved with updated doors, deck, bathroom. The latter is routinely vandalized.
- Resident Tracy Kozial said a group of residents is developing a master plan for Shorewood Hills Elementary School's south playground. Renovations to the Heiden Haus would be included in the plan. The proposed improvements would be funded largely through donations.

Marina Building

- Mr. Mitmoen said the building was recently painted; the roof is adequate; it serves its purpose as a storage facility.
- Chief Pine said vandalism is an issue at both the Marina Building and Boathouse. He will look into the cost of installing cameras there.

Four Corners Park

- The play structure needs to be replaced at a cost of \$30,000 - \$60,000.
- The bathrooms need to be updated.

Conclusions

- The Finance Committee will be asked to evaluate how much can be borrowed in the next few years. Future borrowing may require the revision of the Village's internal debt policy.
- Improvements to the DPW Building will take precedence over the Post Farm Park master plan. The latter will look at all the facilities in the Park.
- The Post Farm Park master plan will be developed with extensive citizen input.
- The Shorewood Hills League is interested in investing in cosmetic upgrades to the Community Center, including new floors, blinds, etc. These improvements will not be made if the building were slated for demolition.
- The Pool Committee and Shorewood Hills League could be told, at some point in the future, "The Village is willing to do X with the Community Center/Pool at \$X cost. The Pool's cost would be \$X; fund raising could provide \$X." Mr. Frantz will talk with the Shorewood Hills League and Pool Committee to get their thoughts.
- Fund raising for a portion of the Post Farm Park improvement costs is envisioned.
- An ad hoc committee could be formed to oversee the Post Farm Park master planning process. The plan may take a few years to develop, with community input.
- DPW functions will remain centered at 1008. Its staff will look at the department's space needs in a mixed use building there. This will include a two to three story portion for offices and a community meeting room/coffee shop. The building would also provide storage bays and work areas for the DPW. Its exterior will be compatible with the residential neighborhood.
- Proposals to relocate the DPW to another area—on Old Middleton Road or under Post Farm Park were rejected: the former because of the space's inefficiency and the latter because it would be politically impractical.

5. **Adjourn** Meeting adjourned at 8:57 p.m.

Respectfully submitted,

Colleen Boyle Albrecht, Village Clerk