

**Village of Shorewood Hills
Board of Trustees Minutes
Monday, October 21, 2019**

1. Called to Order Village President David Benforado called the meeting to order at 7:00 pm.

2. Roll Call Members of the Board present were Mr. Benforado and Trustees Mark Lederer, Tracy Bailey, Scott Friedman and Shabnam Lotfi. Village Treasurer Sean Cote, Village Trustee Cokie Albrecht and John Imes were excused. Also in attendance were, Police Chief Aaron Chapin, DPW 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 none.

5. Appearances and Communications

i. Linda Bochert- Golf Scramble Fund Raising recap

Linda gave a brief update on the scramble from this past September. They raised \$5,425.00 towards the July 4th Fireworks with 58 golf participants. They hired magicians and music groups to perform throughout the night of the 4th. After expenses, the balance in the Fireworks fund is \$8,537.10 that is managed by the Shorewood Hills Foundation. She stated that it is difficult to promote this event within the Village besides using the Village Bulletin. The 3rd Annual Shorewood Hills Scramble will be held on August 31, 2020.

ii. Laura Valderama- Garden Homes Planning

Laura Valderama, 4600 University Avenue, gave a brief presentation on the desire to see the Village obtain ownership of the Garden Homes area and help make the Village a more diverse community. She proposed sustainability options as well as container homes, condos or small homes built by Habitat for Humanity. Affordable and inclusive housing is what she has proposed.

Ms. Lotfi suggested preparing logistics behind the proposed ideas and bringing this topic back to the Board.

6. Board Matters

D. New Business Resolutions and Motions

i. Consider Phase Two services agreement with Destree Architects for Heiden Haus renovation project and Village financial commitment.

Tracy Koziol, 3414 Lake Mendota Drive, gave a brief update on the renovation project and that the committee is looking for direction from the Board of Trustees to proceed with the renovation project. First, she asked whether the Board would approve the conceptual East Option design and fund the expected shortfall approximately \$7,000 to finalize the design? If so, she asked whether the Board would consider financing \$200,000 of the total cost of the renovation plus the balance of architectural fees for a total of approximately \$230,000. The total cost estimate for renovations would be approximately \$500,000. The basic remodel might be as low as \$370,000 but more realistically \$455,000. There is a matching donation available from a private donor for

up to \$150,000. This donation is only available if the Village is willing to finance the \$237,000 noted above and commit to budgeting for future maintenance of the renovated building, leaving a balance of approximately \$150,00 that will need to be raised to fund the project.

Mr. Friedman moved and Ms. Lotfi seconded a motion to 1) accept the Service's Committee recommendation, 2) cover the approximately \$7,000 shortfall in design development costs and 3) approve partial funding of the East Option expansion including up to \$230,000 in financing from the Capital Budget.

Motion passed 5-0.

iv. Consider conditional use permit for Ronald McDonald House playground 2710 Marshall Court (recommended by Plan Commission)

Mr. Benforado provided a brief background on the Village's request of Ronald McDonald House that they pay a PILOT (Payment in Lieu of Taxes) on the playground property as an element of the conditional use permit. He stated that up to now, the Ronald McDonald Board was firm stating they would not make a PILOT. Their Executive Committee decided that as a charitable organization, they would not make a PILOT to the Village.

Kevin Huddleston, Executive Director at Ronald McDonald House, presented the conditional use permit. He said the noise will be minimized with different materials on the basketball court as well as the hours of use for the park. It would be open dawn until dusk and is a private park for Ronald McDonald House guests who are at the hospital during the day, so the use would be minimal during the day and closes at dusk.

Mr. Lederer asked if there was an agreement between Ronald McDonald House and the Village regarding the lighting and noise issues.

Mr. Frantz stated if the conditional use permit is approved, that includes their lighting plans that would be approved. The noise ordinance is based on the Village noise ordinance.

Mr. Benforado went over conditional use findings. They allowed for one light, which will be dark sky compliant.

Mr. Friedman moved and Ms. Bailey seconded a motion to accept and approve the conditional use permit and findings presented.

Motion passed 5-0.

ii. Consider awarding bid for Four Corners restroom/pavilion project and allocate funds

Brian Berquist, Town and Country Engineering, presented the bid results for the remodel and expansion of the Four Corners restrooms and pavilion. There were three bids submitted and all were very close. Bachman Construction was the low bid in the base amount at \$155,970. Mr. Berquist recommends awarding the bid to Bachman Construction.

Ms. Bailey would like to know where this fits in the overall priority of projects in the Village.

Mr. Lederer asked about the \$10,000 allowance to provide internet service for remote locking.

Ms. Lotfi moved and Mr. Lederer seconded a motion to accept the bid by Bachman Construction in the amount not to exceed \$155,970 for the project to be completed by June 1, 2020 plus a 10% overage contingency.

Motion passed 4-1. Ms Bailey opposed.

A. Payment of Bills

Mr. Lederer moved and Ms. Bailey seconded a motion to approve the September prepaids in the amount of \$29,864.38 and the October Board bills in the amount of \$938,444.84 for a total of \$968,309.22.

Motion passed 5-0.

B. Consent Agenda

i. Regular Meeting Minutes of September 16, 2019

ii. Hire of full-time Police Officer Jeff Pharo (recommended by Personnel Committee)

iii. Hire of part-time police Officer Todd Dovichi (recommended by Personnel Committee)

Mr. Lederer moved and Ms. Bailey seconded a motion to approve the consent agenda with the regular minutes removed.

Motion passed 5-0.

i. Regular Meeting Minutes of September 16, 2019

Mr. Lederer briefly explained his proposed edits to the draft minutes.

Mr. Benforado proposed an edit on page five.

Mr. Lederer moved and Ms. Bailey seconded a motion to approve the September 16, 2019 minutes with the two proposed edits by Mr. Lederer and Mr. Benforado.

Motion passed 5-0.

C. Ordinances

i. Ordinance L-2019-3 Third reading of an ordinance creating section 7.08(10) of the Village code related to parking and towing of vehicles (tabled and referred to Public Health and Safety Committee)

ii. Ordinance L-2019-5 First reading of an ordinance amending Section 7.08 of the Village code regulating parking on Catafalque Drive (recommended by Public Works Committee)

Ms. Bailey moved and Mr. Lederer seconded a motion to accept the Public Works recommendation to amend the Village code regulating parking on Catafalque Drive and a first reading of the ordinance.

Motion passed 5-0.

Board Matters

iii. Consider contract with Affinity Holding Group for timing services associated with All City Swim and Dive Meet (recommended by the Pool Committee)

Mr. Lederer gave a brief summary on the proposed contract with Affinity Holding Group for the timing services for the All City Swim and Dive Meet to be hosted by the Village in 2021 (Dive) and 2022 (Swim). Four other (Madison) pools are considering agreeing to a nearly identical contract covering the years they are scheduled to host All City. Mr. Lederer also discussed the need for a working group to begin preliminary preparations for hosting the meet, particularly including reaching an understanding between the Village, the Pool Committee and the Swim and Dive Parents' Committee as their responsibilities and decision making authority.

Mr. Lederer moved and Mr. Friedman seconded a motion to approve entering a contract with Affinity Holding Group for timing services associated with the All City Swim and Dive Meet. Motion passed 5-0.

E. Appointments

i. Ad hoc Village Recognition Committee- Dave Benforado- Chair, Cokie Albrecht-Trustee, Mark Sundquist, Lucy Richards, Peggy Scallon, Kat Hurley, Nadeem Afghan

ii. Public Works Committee- David Devito

iii. Recreation Committee- Erin Clune

iv. Public Health & Safety Committee- Dietmar Bassuner

Ms. Lotfi moved and Ms. Bailey seconded a motion to approve all appointments noted on the agenda.

Motion passed 5-0.

7. Reports of Officials and Committees

A. Village President-

i. League of Wisconsin Municipalities Lobby Day- Ms. Bailey and Mr. Benforado will represent the Village and contact Representative Stubbs to participate.

ii. Recap of meeting with Mayor Satya Rhodes-Conway and Deputy Mayor Leslie Orrantia- The Mayor is among other things focused on bus rapid transit (BRT) and stormwater issues that affect the Village.

B. Village Administrator-

i) Status of University Avenue reconstruction project and stormwater tunnel feasibility study- stated the City of Madison is moving forward with the planning of the University Avenue project and that the tunnel comes down to what money is left to assist with that project. Mr. Frantz stated it is going to be tough to find that additional funding for the tunnel. AE2S is researching how much help the tunnel would be in the lesser rain events where there has been some flooding on University Avenue.

ii. Status of Garden Homes planning-

Mr. Benforado recused himself at 9:28 pm and moved to the audience.

Mr. Frantz briefly explained the building permits submitted by Tom Degen and Associates for Garden Homes. They also need to submit a stormwater plan. Erosion control plan and site grading. One is pending because the size of the home was slightly over the allowable square footage for that particular lot.

Mr. Benforado returned to the Board table at 9:40 pm

iii. Status of Village FEMA flood disaster recovery reimbursement and local share tax levy opportunity and timing- Briefly explained that the Village has completed two of the projects and is looking to get reimbursement from FEMA yet this year. The Village might need to make some decisions if we want to levy some of the flood expenses anticipated next year.

C. Personnel Committee – Met with staff from each department.

D. Finance Committee –

i) 2020 Budget update (Village budgets recommended by Committee) - Recommended all of the Village budgets except for the capital budget upon which it expressed no opinion. The Committee is recommending the Village levy the maximum and borrow \$50,000 in December for assets that will be paid off in January 2020.

E. Plan Commission – Did not meet.

F. Public Works Committee – Met and discussed the Edgehill speed humps. They discussed this would be brought back in November to the Board for a vote as a pilot project.

G. Services Committee –

i. Village Services survey and request for committee input- Met and discussed a survey that would be collecting information on Village Services. The deadline for the survey would be November 11, 2019.

H. Public Health & Safety Committee – Did not meet.

I. Recreation Committee – Has a new Committee member and looking into a dog park.

J. Ad hoc Sustainability Committee – Nothing to report.

K. Ad hoc Disaster Preparedness Committee – There was a rough draft presented at the last meeting. For the capital plan it would be ideal to add a line item for a generator for 810 Shorewood Blvd. There were two demos on notification services that allow the Village to get out information in an emergency by text, email, phone, etc.

L. Ad hoc Stormwater Committee – Previously presented. Mr. Benforado would like to extend the term of Committee another year before it dissolves.

Mr. Lederer moved and Ms. Bailey seconded a motion to extend the term of the Ad Hoc Stormwater Committee one year.

Motion passed 5-0.

M. Ad hoc Heiden Haus Committee – Previously presented.

N. Parks Committee – Discussed the 2020 budget and stormwater issues in the parks, especially Four Corners.

O. Blackhawk Liaison Committee –

P. Pool Committee – Updated on the Pool Manager job posting. The job is being posted to various colleges for ideally a larger candidate pool of applicants.

Q. Waterfront Committee – Nothing to report.

R. Joint Campus Committee – Nothing to report.

8. Next Meeting date: November 4, 2019 and November 18, 2019

9. Adjourn

Meeting was adjourned at 10:15 pm.

Respectfully submitted,

Karla Endres
Village Clerk