



**WILSON DRIVE COMMUNITY-WIDE  
COMMUNITY TASK FORCE  
STEERING COMMITTEE & WORK GROUPS**

**Meeting Minutes**

**February 24, 2016**

3920 N. Murray Ave, Shorewood, WI 53211

**1. Call to order.**

The meeting began at 6:03 p.m.

**2. Consideration of February 10, 2016 meeting minutes.**

Deferred.

**3. Public comments received.**

Item discussed after item #10. Steering Committee member Tim Van der Mel collects and compiles all written public comments. Members received a spreadsheet ahead of the meeting. A project email was created: [wilsondriveproject@villageofshorewood.org](mailto:wilsondriveproject@villageofshorewood.org) to more easily collect input.

**4. Welcome and introductions.**

Cochairman Henk Joubert gave an introduction to the new work group members and had everyone introduce themselves. The groups should understand what the village wants to be from a social experience and physical expression of those experiences. The group needs to convey concerns and underlying interests to inform the Strategic Initiatives Committee and full Village Board. Members were encouraged to reference existing village plans as a guide for discussions.

**5. Process to date.**

Steering Committee Member Tr. Patrick Linnane gave the background of forming the task force and creating a framework. The goal is to maximize engagement to make sure all are heard and all stakeholders are involved.

**6. Road description.**

Planning Director Ericka Lang previously distributed a graph of a road section of Wilson Drive describing width, public way boundaries, average daily traffic and average road widths in the village

**7. Discuss Communications Plan**

Steering Committee Member Therese Klein reviewed the communication plan and purpose, emphasizing the need for building awareness throughout the project.

**8. Discussion of Work Group roles, responsibilities, relationships.**

Steering Committee Member Joe Teglia reviewed the charter of the four work groups.

**9. Discuss Work Group process, communications, resources and tools.**

A handout was provided to guide work group discussions. Mr. Teglia summarized.

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**10. Work Group breakout sessions and report back.**

At 6:35 p.m. the four work groups divided: Environment, Parks & Recreation, Development and Traffic & Safety.

**11. Discuss future agenda items.**

At 7:10 p.m. each work group chair reported out to the full group. Meeting notes are attached for each work group.

**12. Open comments.**

Trustee Paul Zovic thanked all for their participation.

**13. Schedule next meeting.**

Next Steering Committee meeting is Wednesday March 9<sup>th</sup>. The next Steering Committee and Work Groups meeting is March 23<sup>rd</sup>.

**14. Adjourn.**

The meeting was adjourned at 7:55 pm.

Recorded by,

A handwritten signature in cursive script that reads "Ericka Lang". The signature is written in black ink and is positioned below the text "Recorded by,".

Ericka Lang