

**WILSON DRIVE COMMUNITY-WIDE  
COMMUNITY TASK FORCE  
STEERING COMMITTEE**



**Wednesday June 8, 2016**

3930 N. Murray Ave, Shorewood, WI 53211

**Meeting Minutes**

**DRAFT**

**1. Call to order.**

The meeting was called to order at 6:00 p.m. Members present: Cochair Henk Joubert, Cochair Steve Kavalauskas, Ellen Eckman, Therese Klein, Nathan Hemming, Elizabeth Beeghly, Tim Vander Mel and Tr. Mike Maher. Members arrived after minutes approved: Tr. Davida Amenta, Donna Pollock, Tom Kuhmann. Also present: Planning Director Ericka Lang.

**2. Consideration to approve May 11 and May 25, 2016 meeting minutes.**

Ms. Eckman moved to approve May 11, 2016 minutes, seconded by Mr. Hemming. Vote 8-0. Ms. Eckman moved to approve May 25, 2016 minutes, seconded by Mr. Hemming. Vote 8-0.

**3. Update on public comments received.**

Mr. Vander Mel noted two public email comments received since previous meeting. He summarized each one.

**4. Discuss future guest speakers.**

Members will discuss at the July 13 meeting and start thinking about next phase of project and putting ideas into proposals.

**5. Update on communication plan.**

Ms. Lang shared how all flyers and postcards were distributed and how other stakeholders were contacted. Over 7,200 postcards were mailed to residents and businesses in the community. Nearly 4,000 flyers were placed on garbage carts the week prior to the open house event June 15, 2016. Members noted all posters were placed about the community. Staff also ensured the Village Manager's Memo posted about the open house and the marketing team spread the information through Facebook and Twitter. The project continues to be featured on the homepage of the village website that staff updates after each meeting.

Ms. Pollock noted about the upcoming Conservation Fair, that they will have a table with project information.

**6. Discuss proposed traffic study.**

Mr. Kuhlman concerned that a traffic study at this stage is not warranted. A study at the current road width would not be relevant if the recommended alternative is to narrow the

road for example. Driving behaviors could change when a road is reconfigured. A study would be more appropriate once alternatives are identified by the committee. Mr. Hemming and Ms. Klein agreed and the overall committee decision was to hold off the study at this time. Once have alternatives, Mr. Maher added that the village engineer could get involved with their expertise and provide the initial technical support as asked by Ms. Amenta.

**7. Update from Work Group breakouts.**

Each chair provided updates and the whole committee determined the specifics of the open house event: how to display materials, get feedback, and present background information. There will be five tables, one for each work group and one for the Village Board's Strategic Initiatives Committee, who will be available to answer questions about the task force framework.

**8. Review June 15 Open House organization and communications.**

Discussed under agenda item #7.

**9. Adjourn.**

The meeting was adjourned at 7:08 p.m.

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,".

Planning Director Ericka Lang