



MINUTES - SHOREWOOD BOARD OF TRUSTEES
Village Board Meeting
July 11, 2016

1. Call to Order
President Johnson called the meeting of the Village Board to order at 7:56 p.m. in Village Hall.
2. Roll Call
President Johnson called the roll. Present: Trustees Davida Amenta, Tammy Bockhorst, Michael Maher, Ann McKaig, Allison Rozek, Paul Zovic.

Others Present: Village Attorney Nathan Bayer, Village Manager Chris Swartz, Assistant Village Manager Tyler Burkart, Clerk-Treasurer Tanya O'Malley, Police Chief Peter Nimmer, Planning and Development Director Ericka Lang
3. Statement of Public Notice
Clerk O'Malley stated that the meeting had been posted and noticed according to law.
4. Consent Agenda Items
 - a. Presentation of Accounts July 11, 2016
 - b. Disallowance of Claim – Victoria Lawrence
 - c. Appointments to Village Boards, Commission, and Committees
 1. Board of Appeals – Beth Aldana, move to regular position, term expiration 2018
 2. Board of Appeals – Adam Burns, 1st Alternate, term expiration 2019
 3. Board of Appeals – Carlos Pastrana, 2nd Alternate, term expiration 2017
 4. Conservation Committee – Caroline Kuebler, term expiration 2018
 5. Elder Services Advisory Board – Priscilla Sharpless, term expiration 2018
 6. Public Art Committee – Jon Krouse, term expiration 2017
 - e. Consideration of special privilege application for hardscape and plantings in public right-of-way at residential property 3839 N Murray Ave
Tr. McKaig requested the removal of items d., f., g., and h.

Tr. Bockhorst moved, seconded by Tr. Amenta to approve the amended consent agenda. Motion carried 7 – 0.
5. Items removed from the Consent Agenda
 - d. Consideration of special privilege application for outdoor dining at Nino's Southern Sides located at 4475 N Oakland Ave
Tr. McKaig indicated that the original materials that had not been accurate and an updated diagram had been distributed. The proposal was for the same seating arrangement as last year. No complaints were received last year.

Tr. McKaig moved, seconded by Tr. Bockhorst to approve the special privilege conditional upon applicant obtaining written permission from neighboring owners. Motion carried 7 – 0.
 - f. Consideration of Application for Street Festival Permit for Packer Kick-Off Party, 4000 block of N Oakland Ave, September 11, 2016
 - g. Consideration of Application for Temporary Cabaret License for Packer Kick-Off Party, 4000 block of N Oakland Ave, September 11, 2016

- h. Consideration of Application for Temporary Extension Request Class “B” Premises for Packer Kick-Off Party, 4000 block of N Oakland Ave, September 11, 2016
Tr. McKaig indicated that all three items would be deferred to the August 15th meeting.
- 6. June 20, 2016 Village Board Minutes
Tr. Maher moved, seconded by Tr. Rozek to approve the June 20, 2016 minutes.
Motion carried 7 – 0.
- 7. Citizens to be heard - None
- 8. Presentation – Bublr Bicycle Sharing
Kevin Hardman, Bublr Bikes, gave an overview of Bublr Bikes and outlined the proposal for implementing Bublr in Shorewood.
- 9. New Business
 - a. Budget and Finance
 - 1. Consideration of Cash Flow Funding for 2017 and 2018 Ghost Train Project
The \$15,000 will be replenished and guaranteed by the Public Arts Fund.

Tr. Maher moved, seconded by Tr. McKaig to transfer \$15,000 from the Public Art Fund to fund a temporary cash flow gap, to be replenished by Ghost Train pledges and to authorize staff to enter into a loan agreement with the Village of Shorewood Historical Society for up to \$10,000 to support the balance of the cash flow gap, with the loan being secured by Ghost Train pledges and a personal guarantee by Mr. William Nasgovitz for the total \$25,000. Motion carried 7 – 0.

Community and Business Relations

- 1. Consideration of Trick or Treat Date and Time – 2016
The Board discussed the pros and cons of holding Trick or Treating on the evening of Halloween versus following the ICC recommended date and time. This discussion included the fun of Trick or Treating in the dark, safety issues, availability of parents and homeowners, the consistency between municipalities, and involving the business district.

Trustees Bockhorst, Zovic, and Rozek desired to have the item laid over until the School Board weighed in.

Tr. Bockhorst moved, seconded by Tr. Rozek to conduct Trick or Treating in the Village of Shorewood as Monday, October 31, 2016 from 4 - 7 p.m. With Trustees Amenta, Maher, McKaig, and President Johnson voting nay, the motion failed 3 – 4.

Tr. Amenta moved, seconded by Tr. Maher to conduct Trick or Treating in the Village of Shorewood as Sunday, October 30, 2016 from 1 - 4 p.m.

David Price, Three Lions, stated that Monday evening would be better than Sunday afternoon for their business to participate in the community event.

Brad Yates, Camp Bar, suggested that the Board consider holding the event on Sunday from 4 – 7.

With Trustees Bockhorst, Rozek, and Zovic voting nay, the motion carried 4 – 3.

2. Consideration of Parklet Policy

Planning and Development Director Lang outlined the changes to the policy that were made at the Committee meeting.

Tr. Bockhorst moved, seconded by Tr. Rozek to approve the proposed policy for seasonal installation of parklets in the commercial district public right-of-way with the following changes:

- Parklet must be at least 15 feet from an intersection.
- Parklet cannot be within 20 of a bus stop.
- Parklet must be at least 4 feet from a driveway or alley entrance.
- Village to provide a neighbor notification template for applicant to distribute.
- Notice to neighbors must be distributed 14 days prior to the Village Board meeting and the notice must be displayed in the applicant's business window.
- Allow parklets March 15 through Nov 15 and must be removed within 3 days of removal date. No more than 7 days to construct.
- Be designed to deter people from accessing parklet over tree well.
- Requires parklet is closed off from public access outside of normal business hours.
- Cannot be bolted to street, curb or gutter.
- Cannot block street stormwater drainage.
- Require wheel stop 4 feet distance at each end of parklet. Any parklet side adjacent to approach does not require a wheel stop.
- Require flexible reflective bollards at each outer corner, placed 7 feet from curb and at least 4 feet high. Other visual cues such as planters are encouraged.
- Parklet may not block or impede any existing utilities such as street lights, fire hydrants, utility boxes, manhole covers and inlets.

Brad Yates, Camp Bar, stated that the safety concerns are addressed by the bollards. The parklets will need to be closed at 10:00 p.m. on weeknights and 11:00 p.m. on weekends.

David Price, Three Lions, stated that he did not want to create a corridor of bars and wants to remain a good neighbor.

Tr. Zovic moved, Tr. Bockhorst seconded to amend the motion to direct staff to report back to the Board in the winter on the impact of the program. Motion carried 7 – 0.

Tr. McKaig moved, seconded by Tr. Maher to amend the motion to make this a pilot program. With Trustees Amenta, Bockhorst, Rozek, and Zovic voting nay, the motion failed 3 – 4.

The amended motion carried 7 – 0.

3. Consideration of Parklet in public right-of-way for Three Lions business located at 4517 N. Oakland Ave

Tr. Bockhorst moved, seconded by Tr. Zovic to approve the special privilege application for a parklet in the public way for Three Lions Pub at 4517 N Oakland Ave with the condition that the parklet meets all requirements of the Shorewood parklet policy and waiving the 14 day notice to the public.

David Price, Three Lions, stated that it would be hard for the public to give input on the parklet until they see the installation.

Trustees Amenta and Maher stated that they were opposed to the motion due to the waiver of the 14 day Public Notice.

With Trustees Amenta and Maher voting nay, motion carried 5 - 2.

4. Consideration of Parklet in public right-of-way for Camp Bar business located at 4042 N. Oakland Ave

Tr. Bockhorst moved, seconded by Tr. Zovic to approve the special privilege application for a parklet in the public way for Camp Bar at 4044 N Oakland Ave with the condition that the parklet meets all requirements of the Shorewood parklet policy and waiving the 14 day notice to the public. With Trustees Amenta and Maher voting nay, motion carried 5 – 2.

b. Judiciary, Personnel, and Licensing

1. Consideration of Policy and Sample Agreement for Use of Public Market Area at Metro Market

Tr. McKaig moved, seconded by Tr. Zovic to approve the policy and sample agreement for individual or organization use of the Metro Market area market space within the Village right-of-way.

Tr. McKaig moved, seconded by Tr. Zovic to amend the motion amend the policy to exclude bullet #1 under Activity Requirements, include Sundays, modify hours to be from 9:00 a.m. to 5:00 p.m., remove the prohibition on card table displays, and extend dates to be from March 15 through November 15. Motion carried 7 – 0.

The amended motion carried 7 – 0.

2. Consideration of Market Area at Metro Market Agreement with Shorewood School District Booster Club

Tr. McKaig moved, seconded by Tr. Zovic to authorize staff to execute an agreement as amended with the Shorewood Booster Club, for utilization of the Metro Market area market space within the public right-of-way for the year 2016 only. Motion carried 7 – 0.

c. Public Works

1. Consideration of agreement for traffic study on Lake Drive
Tr. Amenta indicated that this project was part of the Pedestrian and Bicycle Safety Master Plan.

Tr. Amenta moved, seconded by Tr. Maher to enter into an agreement with Ayres Associates for \$4,300 to perform a traffic study on Lake Drive north of Capitol Drive to assess the capability of the road to be restriped as a two lane road. Motion carried 7 – 0.

d. Community Development Authority

The Board took up agenda item d.2. prior to item d.1.

2. Consideration of amendment to Development Agreement with General Capital
Rick Donner, representative for General Capital, was present to provide information and answer questions.

Tr. McKaig moved, seconded by Tr. Maher to approve the amendment to the Developer's Agreement between the Village of Shorewood and General Capital as recommended by Attorney Bruce Block in the letter dated June 29, 2016. With Trustee Amenta abstaining, motion carried 6 – 0.

1. Consideration of Transfer of \$50,000 to BID for Façade Program for 2016
Tr. Rozek moved, seconded by Tr. McKaig to authorize staff to provide additional Façade Grant program funding to the Business Improvement District in the amount of \$50,000 for 2016 program projects only with the condition that no further transfers can occur until the façade program has been reviewed and changes approved by the CDA and Board. With Trustee Bockhorst abstaining, and with Trustees Maher and McKaig voting nay, motion carried 4 – 2.

e. Public Safety

1. Consideration of RFP for Renovations of the Police Department Building at 4057 N Wilson Drive
Tr. Rozek moved, seconded by Tr. McKaig to authorize staff to go out for Request for Qualifications for services related to the A B Data building police station design and construction management services pursuant to the RFQ as presented, and to also authorize staff in a parallel process, if deemed in the best interest of the Village to conduct an RFQ for traditional architectural services. Motion carried 7 – 0.

f. Strategic Initiatives

1. Update and Discussion on Wilson Drive Community Task Force process and next steps
Trustee Zovic provided an update on the Wilson Drive Community Task Force, including the work that it has been doing and the information that it

has been gathering. He outlined the next steps for the Task Force. Trustee Zovic explained that based on geographic and economic constraints; environmental priorities; and community interests the Strategic Initiatives Committee has directed the Wilson Drive Steering Committee Chairs to eliminate development as an alternative and to end further evaluation of this option beyond documenting the costs that the Village would bear if development was kept on the table (moving of utilities). There was no objection to this strategy from Board Members; (no official vote was taken).”

Adrienne Hauck, 4235 N Olsen Ave, stated that she was concerned with the messages being sent through it's Facebook page and explained that they appeared to indicate that the Village was proceeding with Development of Wilson Drive.

10. Reports of Village Officials

a. Village President - None

b. Village Trustees

Tr. Zovic provided an update on the Soar Shorewood.

Tr. Amenta reported that she had received an e-mail from a resident about a driveway bump as a result from construction work and indicated that staff should have discussions with residents about how the driveway aprons would be completed. Manager Swartz responded that staff had spoken with the resident.

Tr. Maher reported that many people had been using Atwater Beach.

Tr. McKaig reported that the boardwalk at Atwater looked great and that the Friends of Atwater were happy that the project was completed and that they were looking into buying shade structures.

c. Village Manager - None

11. Items for Future Consideration

Tr. Bockhorst stated that she would like more information on the hours of the lifeguards at Atwater.

Tr. Rozek indicated that she would like more information on the wellness program. Manager Swartz responded that this would be coming at the next Board meeting.

Tr. Rozek stated that she would like the Village to look at parking policy for apartment buildings and how parking spaces are allocated.

Tr. Rozek stated that she would like the marketing contract reviewed and sent out for RFP. Manager Swartz indicated that the Leadership Committee would review.

Tr. Maher stated that he would like an update on the acquisition of the police body cameras. Manager Swartz responded that they were in trial now.

12. Adjournment

Tr. Zovic moved, seconded by Tr. Maher to adjourn at 11:24 p.m. Motion carried 7 – 0.

Respectfully submitted,

Tanya O'Malley, WCPC
Village Clerk-Treasurer