



MINUTES - SHOREWOOD BOARD OF TRUSTEES
Committee of the Whole Meeting
October 19, 2020

1. Call to Order

President Rozek called the Committee of the Whole meeting of the Village Board to order at 6:04 p.m.

2. Statement of Public Notice

Clerk Bruckman stated that the meeting had been posted and noticed according to law.

3. Roll Call

President Rozek called the roll. Present via teleconference: Trustees Davida Amenta, Tammy Bockhorst, Jessica Carpenter, Arthur Ircink, Kathy Stokebrand and Wesley Warren.

Others Present: Village Manager Rebecca Ewald, Public Works Ast. Director Joel Kolste, Police Chief Peter Nimmer, Planning and Development Director Bart Griepentrog

4. Discuss implementation associated with modifications to 500-16 Night Parking.

Director Griepentrog provided an overview of the approved ordinance changes for parking and next steps for discussion by the Village Board including a) direction to utilize capital general funds to pay for signage implementation in 2020, and b) time in which the night parking permit is to be enforced, see attached power point presentation.

Tr. Carpenter noted that it is reasonable that there are different regulations in the business district than the residential neighborhoods. She inquired how we would finance the changes for the parking analysis moving forward. It was clarified that the Board designated \$50,000 in 2021 capital reserves. Director Griepentrog advised that the individuals would know if the permit and alternate side parking is required in the Village by way of signage at nine key entrances to the Village. The Village does not currently have street specific signage for alternate side parking.

Tr. Ircink supports 3 a.m. – 5 a.m. time frame for enforcement and relayed that enforcement should begin with warnings until residents learn the new regulations for parking on the street.

Tr. Stokebrand supports 3 a.m. – 5 a.m. time frame for enforcement. She desired to keep things simple and preferred to not separate the business district.

Tr. Warren supports funding signage, enforcement from 3 a.m. – 5 a.m. village wide and prefers to keep the business district the same as the rest of the village. He further relayed it is vital to come back in six months to evaluate implementation and determine how to move forward.

Tr. Bockhorst supports 3 a.m. – 5 a.m., visitors will find out about regulations from the individuals they stay with, it's a big change but one that people are looking forward to. Milwaukee is going through the same discussion right now. There is a number of options to get this information out to the public, including the cover of Shorewood Today. She supports warnings at the beginning of implementation. She is also supportive of the \$5,000 for signage.

Tr. Amenta doesn't find that this reflects to the direction provided at the last meeting. She has had experience with parking and it is a thorny subject that irks people which is why her original suggestion was not an iterative process and people will look at the board as if they don't know what they are doing. It seems like the will of the Board is to move forward this way, but there will be resident complaints and she desires to know how to make it work and do it with one swoop. She believes the implementation plan will be a mess and the elected officials will take the hit. She believes this is the wrong decision.

President Rozek agreed with Tr. Amenta and she did not believe that implementation should begin until March 2021 to allow time to work out the remainder of these details. There are too many holes in this now and residents will be very upset. She asked the Board to consider moving implementation to March 2021 due the expense of DUNCAN, due to changes in software with a new vendor, the expense of another parking checker if the hours are expanded beyond 3 a.m. – 5 a.m., noting her support for enforcement from 3 a.m. – 5 a.m., support for the same enforcement timeframe for both business and the residential districts, winter parking regulations should not be January to March due to changes in climate change, supportive of using warnings at the beginning of implementation and tracking the warnings issued on each vehicle, and support for signing streets that do not accommodate alternate side parking. She requested the board consider implementing parking in spring to allow for more time to work through implementation issues. It was further noted that she was 100% supportive of overnight parking, noting it is an equity issue.

Tr. Bockhorst relayed the renters will be more upset if they have to wait additional months to park on the street. The budget should not be relying on parking to fill gaps. Part of the communication and implementation plan can communicate that 2 permits per household will be required in the future and this can be acknowledged as the time a permit is issued. She believes that it can be implemented on January 1. She does not believe that it needs to be implemented at once. The renters shouldn't be penalized. She reiterated her support of the 3 a.m. – 5 a.m. enforcement and relayed the board will look foolish if this is not implemented on January 1.

Tr. Amenta recalled at the last meeting the 5 a.m. – 8 a.m. time was to allow DPW time to clear the road to get people out to work. She relayed that the Board did not have the maps with blue, green, red data in which to help make this decision. Tr. Stokebrand asked for winter parking restrictions to be made at a future board meeting. She reflected on prior meeting minutes and the notes from the parking discussion and specific requests from the Board. She is perplexed that we are now right back where we started. The Board is working in good faith and she does not disparage this board. She doesn't believe this is the right way to approach implementation. Increasing the timeframe would likely increase revenue if they are working an 8-hour shift. She is ready to do alternate side parking on blue and green streets. She doesn't know how snow removal and leaf collection is going to work, but it appears there is not a willingness to do it.

Director Griepentrog relayed that he has heard the community request to get a permit implemented to allow people to park on the street. He does not have a projection on how many people will be on the street. We don't have sufficient time to get another software vendor through the RFP process by January 1. He would not recommend deferring implementation. Village Manager Ewald concurred.

Ast. Director Kolste relayed that more vehicles on the street makes their services more difficult. There have been multiple changes for snow plowing. Many of the snow plowing operations are from midnight to 5 a.m. Their department wants to work with the changes and make adjustments carefully and with good due diligence.

Tr. Ircink relayed that we aren't giving the residents of Shorewood enough credit and they will be able to adjust.

Tr. Warren requested staff provide direction on the specific action needed from the Board this evening.

Tr. Carpenter does think the 12 a.m. – 8 a.m. enforcement makes sense in the residential districts. She would recommend that only Capital and Oakland be defined as the business district. She wonders why we need alternative side parking in the business district. Ast. Director Kolste relayed that if there wasn't alternative side parking there would be zero time to clean one side of the street and constantly working around vehicles. This would not be efficient.

Tr. Stokebrand desired to push off implementation until new software, signage is purchased and to allow more time to think through the details. She wonders if people will be frustrated and confused.

President Rozek strongly voiced that she does not believe we are ready to implement. If the Board does not implement in July, we should not place a household requirement on the residents. Midnight to 8 a.m. would be fine with her if winter regulations were changed to the amount of snow in a snow fall instead of January 1 to March 1.

Tr. Amenta suggested that this be a pilot program permit for 3-4 months to see how the permit process works.

Director Griepentrog polled the board regarding their support of enforcement of the night permit from 3 a.m. – 5 a.m. and funding signage in 2020 from the general fund capital account:

Carpenter – no, yes

Ircink - yes, yes

Warren – yes, yes

Amenta – no, no

Stokebrand – yes, yes

Bockhorst – yes, yes

Rozek – yes, no

Tr. Amenta desired to further explore the pilot program.

Tr. Carpenter is not opposed to the pilot program as this label may ease residents into the changes and allow others to see we are taking a step forward and may also take a step back.

Tr. Ircink was in favor of moving forward with parking as is and will need to adjust as necessary.

Tr. Stokebrand relayed calling it a pilot cues the community that things are going to change.

Tr. Bockhorst is opposed to it and relayed that the program is subject to change. She is more inclined to start simpler and have only those that currently receive permits at this time follow the new requirements.

Tr. Warren didn't know if he would call it a pilot program because the board is uniform in moving this forward, but it is an important communication to make the community aware that we are coming back from initial implementation. He doesn't want to leave the impression that this program will be taken away in three months.

President Rozek noted that she is not supportive of implementing parking incrementally. If not, she requests we made it perfectly clear on what we voted on and be as clear as possible on what was voted on and how it will change. The communication must go to every business and household and it must be crystal clear. If it's the will of the board please inform of the changes made to date.

5. Tr. Warren moved and Tr. Bockhorst seconded to adjourn at 7:26 p.m. The Board will take a 10-minute break and reconvene at 7:40 p.m. Motion passed 7-0.



MINUTES - SHOREWOOD BOARD OF TRUSTEES
Village Board Meeting
October 19, 2020

1. Call to Order

President Rozek called the meeting of the Village Board to order at 7:41 p.m. and reviewed the meeting protocols.

2. Roll Call

President Rozek called the roll. Present via teleconference: Trustees Davida Amenta, Tammy Bockhorst, Jessica Carpenter, Arthur Ircink, Kathy Stokebrand and Wesley Warren.

Others Present: Village Manager Rebecca Ewald, Village Attorney Nathan Bayer, Assistant Village Manager Tyler Burkart, Public Works Director Joel Kolste and Planning and Development Director Bart Griepentrog

3. Statement of Public Notice

Clerk Bruckman stated that the meeting had been posted and noticed according to law.

4. Special Order of Business

- a. Review of WisDot Lake Drive design options – Christine Hanna, WisDot Project Manager (7:42 p.m.)

Christine Hanna reviewed alternatives recommended by the DOT for the Board’s consideration:

1. Keep existing 44’ width (from curb face to curb face) and remove parking on one side of the highway, this would:
 - Provide adequate width and current minimum design standards for motor vehicles, bike accommodations, and parking on one side
 - Include review of removal of existing parking on one side of the road and possible impacts on public access for park areas and any other public facilities
2. Widen the road by 2 feet (impacting terrace area), this would:
 - Provide adequate width and current minimum design standards for motor vehicles, bike accommodations and parking on both sides.
 - Possible impacts on mature trees and existing historic district within project limits.
 - Cost share for widening would be expected and arranged with the Village.
3. Combination of Alternatives 1 and 2, this would
 - Provide a basis for WisDOT and the Village to continue work together on a hybrid design.
 - Provide impacts from alternatives 1 and 2 would be applicable for this alternative.

In addition to the alternatives provided in the letter, Ms. Hanna advised we also has the opportunity to respond to WisDOT that the Village wants to put the roadway back as is, with the current roadway pavement markings, and elect not to proceed with any of the options WisDOT presented. The date for construction is in 2025; however, it may be advanced should state funds be available earlier. The pavement replacement will allow for water main replacement. The roadway from face of curb to face of curb has 4 - 11’ lanes. Two are parking/bike lanes and two of the lanes are vehicle travel lanes.

President Rozek relayed a fourth option. She is aggravated that 2 years ago we put in a bike lane and it was

not relayed that we needed an additional foot to put in a bike lane. The fourth option would be to take away the bike lane. She does not want mature trees to be taken down. Residents on Lake Drive were adamant that parking must be available.

Tr. Carpenter reflected on the prior public meetings and relayed she was not excited about any of the options presented. To think there would not be parking doesn't seem like an option for our community. This is not an ideal situation and it seems like there is some lack of communication as to when this will be done. To tear down trees seems like the wrong answer, even the fourth option suggested.

Ms. Hanna relayed a fifth option is to do nothing and put the roadway back as is. The Board can elect to improve the pavement, do the utility work and place it back as is. President Rozek inquired why this was not address when the road was resurfaced in 2018. Ms. Hanna relayed that was a 2018 pavement marking project. It was not brought up at this time because it was classified as a resurfacing project, not a reconstruction. Now we are doing major work and it will be once in a lifetime change to it.

Tr. Warren echoed Tr. Carpenter in that removing parking is a nonstarter. The Village prides ourselves on trees and he would lean to Option 5.

Tr. Ircink is not in favor of cutting down trees or taking things away from the biking community. He would be in favor of Option 5, and is opening to exploring more enhancement of the bike lanes.

Tr. Stokebrand clarified that the Village's cost share would be the same with any of the options. It was noted that without a designated bike lane it is dangerous to bike in a parking lane. She encouraged working with the City of Milwaukee and Whitefish Bay on the bicycle accommodations. It's preferred to have bike lanes on both sides; however, they can be on only one side in some of the alternatives. The minimum bike and parking lanes is 13' and right now the Village has 11'. The only other option is to remove parking, but it has been relayed that parking is important. It was clarified that Whitefish Bay has 13' bike and parking lane. The pavement replacement south of Edgewood is scheduled in approximately 2025, working north to Edgewood. Milwaukee is going through the same conversation right now with WisDOT.

Tr. Amenta clarified if you need 13' and we only have 11' it will be just parking. Ms. Hanna noted that we can have a sharrow for 12' and ask for 13' within the scope of the work. It's not WisDOT's top option. WisDOT reviewed the last year of crashes and there were only two crashes with inattentive bikers, so WisDOT was ok with keeping the same configuration. Tr. Amenta noted she was not in favor of losing trees and believed that we needed parking at Atwater.

Tr. Bockhorst requested more visuals; however, she agrees with not removing trees and not removing bike lanes. There were several community meetings on Lake Drive and feedback that supported parking near the beach. She inquired as to how this fits in to the Village's Bike and Pedestrian Plan.

President Rozek inquired about the Capital and Lake Drive intersection and whether WisDOT had any proposed changes to the intersection. Ms. Hanna relayed she did not know of any changes, but there are signal issues that they can look into during the design.

Tr. Stokebrand noted Whitefish Bay installed a number of pedestrian crossings and medians on Lake Drive. Is this something that is being recommended or could they be installed? Ms. Hanna noted that Whitefish Bay relayed they had safety concerns with pedestrian crossings at the curves. With this information these additional pedestrian features were added. The Village would need to request these to be evaluated as a part of the project. If it was proven that it was for safety, it would be a WisDOT cost; however, if not, it would be a Village cost.

Ast. Director Kolste relayed that there was prior discussion on turning movements going from four lanes to two lanes and the geometry of the Capital/Lake Drive intersection. WisDOT's standard details are 13' with an exception for 11' or 12'. Since it was a resurfacing project, the Village opted for the 11' option.

Village Manager relayed that the Board members had consensus that the roadway configuration should be maintained. It was confirmed that the Village was in agreement that no expansion of the roadway proceed and the Board selects option 5 as the preferred alternative. In addition, the Board would like to:

- investigate additional crosswalks similar to Whitefish Bay and if so, what the need is, where they would be located and what the cost split would be
- explore ways to enhance the safety of the bicycle lane without expanding the roadway

Ms. Hanna relayed that the road would be concrete. Ast. Director Kolste relayed that the WisDOT has a lot of experience building state highways with concrete. DPW has relayed that local streets work better with asphalt due to the equipment we have. Typically, we have not always replaced the underground utilities during pavement replacement. In the case of Lake Drive, the majority of utilities will be replaced and it is definitely a different type of replacement than other typical Village streets. Ms. Hanna further added that the thickness and type of road is also determined based upon the traffic volume and percentages. It was clarified that WisDOT only pays for the travel lanes and the Village pays for parking lanes. WisDOT prefers concrete and if the Village does not, that is something we should talk about. WisDOT does not want to keep fixing the road.

Tr. Stokebrand relayed she would like to know whether or not bike lanes will be in Milwaukee in each direction and would like that information prior to making a final decision. Tr. Bockhorst relayed she didn't need additional visuals. Ms. Hanna will be meeting with Milwaukee tomorrow morning and she felt that if the Village did not widen the roadway that Milwaukee would follow suit and keep the roadway the same. She will communicate with the Village following that meeting where they stand today, recognizing it is not a final decision. If it does come back that the City of Milwaukee will be investigating bike lanes, this topic would need to be brought back to the Board for public input from the Shorewood community. WisDOT needs the Village's selected option by the end of the year to keep things on schedule.

President Rozek requested a letter to WisDOT be drafted and sent to Village Board members for their review outlining the Board comments whether that be shared by email to review prior to sending or brought back to the board for approval at a meeting, prior to issuance to ensure it reflects the sentiments of the Village Board. President Rozek also requested public outreach to impacted property owners around the Capital Drive intersection. Ms. Hanna relayed that this will be addressed as a part of the design and public involvement project for design.

Tr. Amenta inquired as to whether they will be doing a traffic study. No, but they review crashes and traffic forecasts. It's a fully developed, urban environment that does not necessitate a traffic study.

5. Consent Agenda Items (8:36 p.m.)

- a. Accept Presentation of Accounts – October 19, 2020
- b. Consider Committee of the Whole and Village Board Minutes – June 15, 2020
- c. Consider Committee of the Whole and Village Board Minutes – July 6, 2020
- d. Consider Village Board meeting minutes – October 5, 2020
- e. Consider Rebound Agreement

Tr. Warren moved and Tr. Ircink seconded to approve the consent agenda. Motion carried 7 – 0 with no items removed.

6. Items Removed from the Consent Agenda (8:37 p.m.) – none.

7. Public Hearing(s) (8:37 p.m.) – None

8. Citizens to be heard – This item is for matters not on the agenda. Discussion may follow comment on non-agenda items or discussion and action may come at future meetings. (8:38 p.m.) – none.

9. New Business

- a. Consider easements associated with 4480 Lake Drive sewer improvements. (8:38 p.m.)

Atty. Bayer relayed that the Village requires temporary easements for construction. There will be one permanent easement for 4480 Lake Drive that has been reviewed and there is an agreement in principal. The easement will be finalized when the exhibits are ready. The reason it needs to come before the Board is for payment of the dollar for each easement.

Tr. Stokebrand moved, seconded by Tr. Bockhorst for approval of the proposed temporary construction easements at 4470, 4480 and 4496 N. Lake Drive to facilitate the construction of the 4480 N. Lake Drive storm sewer repair. Tr. Warren clarified when the permanent easement would be ready so there was not an issue down the line. The property owner and their attorney has reviewed the permanent agreement and they have agreed in principal, but the last piece is a survey with the specific description to ensure that the survey description is on file with the easement. Tr. Stokebrand inquired as to whether the permanent easement should be placed in the timeline. There was no objection.

Motion carried 7 – 0 by a roll call vote.

- b. Consider Memorandum of Understanding with Shorewood School District for AMI equipment (8:46 p.m.)

Tr. Carpenter moved, seconded by Tr. Warren approval of the Memorandum of Understanding by and between the Village of Shorewood and the Shorewood School District as to placement of water meter data collection units. It was clarified that there was no cost. Motion carried 7 – 0 by a roll call vote.

- c. Consider seasonal extension of Applications for Special Privilege Approval for outdoor seating in the sidewalk public right of way at: (8:47 p.m.)
 - i. Lake Effect Surf Shop, 1926 E. Capitol Dr.
 - ii. MalamaDoe, 4465 N. Oakland Ave.
 - iii. North Shore Boulangerie, 4401 N. Oakland Ave.
 - iv. MOD Pizza, 4151 N. Oakland Ave.
 - v. Stone Creek Coffee, 4106 N. Oakland Ave.
 - vi. Colectivo Coffee, 4500 N. Oakland Ave.

Director Griepentrog relayed that his preference would be discuss the applications at one time and not individually. President Rozek inquired whether the BID District notified all businesses to be on this agenda. Director Griepentrog relayed that members of the BID with current approvals were communicated to by the BID Executive Director. It was clarified that this was only extensions of premise and not parklets. Parklets would be reviewed at the November 2 meeting.

Tr. Carpenter relayed she was very concerned about the business district's ability to make it through winter and anything we can do to allow them to extend their season would be worthwhile. Director Griepentrog relayed that the staff recommendation was to consider the extension for food and beverage establishments and not retail establishments. Some these are in areas where snow would typically be stored. Tr. Amenta asked for the plan for snow storage. It would apply to both the outdoor seating and parklets. No plans have been provided for the requests for extensions that are listed on this agenda. She doesn't know where the snow would go, it would go in front of other businesses. Director Griepentrog made applicants aware that they will need to make arrangements for snow. If the Board desires to review this, staff can request snow plans from the businesses.

Tr. Warren concurred with Tr. Carpenter and functionally seeing the snow issue is something we need to work through, but it may resolve itself. Due to cold weather he believes this extension will be a couple of weeks.

Tr. Ircink concurred with Trustees Warren and Carpenter and desired to assist businesses during the

pandemic.

Tr. Bockhorst concurred relaying the Village also provided a grant to assist them earlier this year. She is confident these items will be figured out.

President Rozek voiced her support for providing this option for the business community. Any help the Shorewood Board could provide would be helpful at this time.

Director Griepentrog relayed that North Shore Boulangerie has specific requirements for a tent within the motion tonight. Staff recommends that if the tent remains over the sidewalk, it should be maintained at the recommended head clearance and tables be removed from the curb stop and bus lane.

Richard Podell was asked to speak for North Shore Boulangerie, however, he did not respond on the call. Gene Web, owner, relayed that the tent is as tall as it can go and it is as tall as the umbrellas. The time it would take to order a new structure, and with only a few weeks remaining of possibly good weather, he is not sure how he would fix this. If the tent makes it to the first week of November, they will be lucky. The tent is secured with the leg into the sidewalk and metal strap.

President Rozek relayed she did not support tables within the bus stop area. Web relayed that the tables have been there since June and there has not been issue with using the bus stop area. Tr. Ircink is ok with the placement for a few more weeks. Tr. Warren relayed that given the limited time and their placement this summer, he is ok with them at this time.

Tr. Bockhorst moved, seconded by Tr. Warren to approve the seasonal extension of Applications for Special Privilege Approval for outdoor seating in the sidewalk public right of way at North Shore Boulangerie, 4401 N. Oakland Ave., with seating in the designated curbside bus stop and placement of the tent in the right of way below the required head clearance level, MOD Pizza, 4151 N. Oakland Ave., Stone Creek Coffee, 4106 N. Oakland Ave., Colectivo Coffee, 4500 N. Oakland Ave. Tr. Amenta moved to amend the motion to not allow seating within the bus stop. Amendment failed for lack of a second. Motion carried 7 - 0 by a roll call vote.

10. Reports of Village Officials (9:09 p.m.)

a. Village President – no report.

b. Village Trustees

i. Tr. Amenta relayed that certain members of the community have raised questions regarding an accident on school property. She read allowed a letter from her insurer. She and her family are fully insured for liability and her insurer has paid the liability in this matter.

ii. Tr. Ircink relayed this is the last weekend of the Farmer's Market. On October 26 Estabrook Parkway will be re-opened the vehicle traffic.

iii. Tr. Bockhorst updated on the League conference.

c. Village Manager – no report.

11. Items for future consideration (9:15 p.m.)

President Rozek noted her support for second wave of an additional business district financial grants. If there are any other trustees that believes there should be a second wave of financial assistance to businesses she encourages them to step forward. Tr. Bockhorst move to review the business grants administered this year and exam potential for expanding the program. Tr. Ircink seconded. Motion carried 5-1, Tr. Amenta nay and President Rozek recused.

Clerk Bruckman updated on the election. We mailed 6400 absentees and received over 4000 back. In person starts tomorrow at 8 a.m. at Village Center until October 30. We are gearing up, all set with election workers, have plenty of volunteers and PPE.

12. Adjournment.

Tr. Bockhorst moved and Tr. Ircink seconded to adjourn at 9:19 p.m. Motion carried 7 - 0.

Respectfully submitted,

Sara Bruckman, CMC/WCMC
Village Clerk