



NOTICE

Please take notice that meetings of the **STANDING COMMITTEES** and the **REGULAR VILLAGE BOARD** will be held in hybrid meeting format (in-person and videoconference) on **Monday April 6, 2026 in the Village Hall, 3930 N Murray Ave., at the times listed below.**

Please note: the videoconference platform has been modified to Zoom.

COMMUNITY AND BUSINESS RELATIONS COMMITTEE, Board Room, 6:45 pm

Join Zoom Meeting

<https://zoom.us/j/9637448179?pwd=SmlQN1VvZGZKYU8wR1F5VW9Wb0o5UT09&omn=92890334367>

Meeting ID: 963 744 8179

Passcode: 572278

One tap mobile

646-931-3860

1. Consider Donation and Friends Group Request for the Shorewood Nature Preserve.

PUBLIC WORKS COMMITTEE, Board Room, 7:15 pm

Join Zoom Meeting

<https://zoom.us/j/9637448179?pwd=SmlQN1VvZGZKYU8wR1F5VW9Wb0o5UT09&omn=92890334367>

Meeting ID: 963 744 8179

Passcode: 572278

One tap mobile

646-931-3860

1. Consider TAPR request - PPS reckless driving signage

JUDICIARY, PERSONNEL AND LICENSING COMMITTEE, Committee Room, 7:15 pm

Join Zoom Meeting

<https://zoom.us/j/4454590215?pwd=Q3Z5T1FIU2ZEZlFNUTRhT0tlZkltZ09&omn=93603391466>

Meeting ID: 445 459 0215

Passcode: 487960

One tap mobile

312-626-6799

1. Consider Volunteer Committee Appointment to the Plan Commission

REGULAR MEETING OF THE VILLAGE BOARD, Board Room, 7:30pm

Join Zoom Meeting

<https://zoom.us/j/9637448179?pwd=SmlQN1VvZGZKYU8wR1F5VW9Wb0o5UT09&omn=92890334367>

Meeting ID: 963 744 8179

Passcode: 572278

One tap mobile

646-931-3860

Members of the public will be muted and will have their video turned off upon entry. Comments will be taken during citizens' comments and if the Village Board accepts comments at other times during an agenda item. When the Village Board starts accepting citizen's comments, members of the public will have the ability to unmute themselves and appear by video by raising their virtual hand (selecting the raise hand icon under "Reactions" at the bottom banner of Zoom) after being called upon by the Chair. IF YOU PLAN ON SPEAKING AT THE MEETING, please email the Village Clerk at tharrell@shorewoodwi.gov by 3p.m. on the meeting day.

The President will be leading the meeting and Board members will be called upon to speak. If there are members of the public on the call that desire to speak on a topic that is NOT on the agenda, they will be provided an opportunity to do so under "Citizen's to be Heard" on the agenda. The President may also allow for the public to speak following Village Board member discussion on an item following the Village Board discussion. To ensure an efficient meeting, members of the public should not speak until called upon to do so.

1. Call to Order
2. Roll Call
3. Statement of Public Notice
4. Special Order of Business
5. Consent Agenda Items - items under the consent agenda may be acted upon by one motion. If in the judgement of any Village Board Members, a consent agenda item needs discussion, the item can be placed in the items removed from the consent agenda.
 - a. Presentation of Accounts - April 6, 2026
 - b. Consider regular Village Board minutes – March 16, 2026
 - c. Consider Applications for Special Privilege Approval for outdoor seating within the sidewalk public right-of-way at the following locations: Draft & Vessel, 4417 N. Oakland Ave.
 - i. Draft & Vessel, 4417 N. Oakland Ave.
 - ii. Three Lions Pub, 4515-17 N. Oakland Ave
 - d. Consider Fourth of July Fireworks Vendor Agreement.
 - e. Consider RFP for actuarial valuation of Village OPEB Plan.
6. Items Removed from the Consent Agenda
7. Public Hearing
8. Citizens to be Heard – this item is for matters not on the agenda. Discussion may follow comments on non-agenda items or discussion, and action may come at future meetings.
9. New Business
 - a. Consider award of contract for the Planning for Neighborhood Greenways and the Development of a Traffic Calming Program initiative
 - b. Consider Ordinance 3083 An Ordinance to Create Regulations Related to Electric Scooter Operations and the Allowance of Short-Term Commercial Rentals
 - c. Consider Resolution 2026-02 A resolution establishing a pilot program to allow commercial electric scooter operations within Shorewood
 - d. Consider Ordinance 3086 An amendment to Chapter 299 Food, Lodging and Recreational Safety and Licensing to include reinspection and reinspection fees.
 - e. Consider North Shore Health Department (NSHD) 2026-27 Fee Schedule.
 - f. Consider Resolution 2026-03 Approval of Municipal Deposit Schedule Amendment.
10. Report of village Officials
 - a. Village President
 - i. Proclamation - National Public Safety Telecommunications Week
 - ii. Proclamation - Shorewood Women's Club Day
 - iii. Fire Commission Appointment- Susan Engler
 - b. Village Trustees- Provide Committee updates as either a liaison or member.
 - c. Village Manager
11. Future items of Consideration
 - a. Consider Community Business Relations Committee’s review of [2020 Transportation + Parking Analysis and Consider New Parking Solutions](#) -- Trustee Couto

12. Closed Session

- a. The CDA may consider moving into closed session pursuant to Wis. Stat. Sec. 193.85 (1)(e) to deliberate or negotiate the purchasing of public properties, where competitive or bargaining reasons require a closed session to discuss prospective properties for a new DPW site.

13. Adjournment

Dated this 2ndth day of April at Shorewood, 2026.

Toya Harrell, MMC, WCPC, Village Clerk

Should you have any questions or comments regarding any items on this agenda, contact the Village Clerk at 414- 847-2608. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of all individual abilities.

The Village Board of Shorewood currently holds meetings in person at Village Hall, or an alternative physical location as allowed by the Village Code. As a courtesy to citizens, Board meetings will also be made available live on the Zoom virtual platform for viewing and possible participation. However, the Village cannot guarantee the technology supporting the virtual viewing option will operate perfectly and continuously, or that the platform will work with every computer or mobile device. The only way to guarantee the ability to offer public comment, or view the Board meeting uninterrupted, is to appear in person. If the Zoom platform fails, the meeting will continue as scheduled.



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO VILLAGE BOARD

Agenda Item: Consider donation and friends group request for the Shorewood Nature Preserve.

Date: April 6, 2026

Presenter: Rebecca Ewald, Village Manager

Department: Village Manager’s Office

Agenda Item Discussion – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

Pursuant to [Policy 45 Donations](#) and [Policy 47 Friends Group Contributions](#) the Surfrider Foundation has submitted the following request. Due to an upcoming application deadline, I have provided a letter of support for a grant application.

All grant applications shall be submitted to Village for review and approval by the Village Board, including any communications plan for project activities. Due to application deadlines, Surfrider will endeavor to submit the applications in advance of submittal, but if not possible, will submit the applications after submission for review and approval.

The Village Attorney will be requested to provide guidance on the method of procurement for construction (if any), as improvements are located on Village land and may be subject to statutory bidding requirements. Any statutory requirements deemed required shall be met by the Surfrider Foundation in deployment of projects in the preserve.

Community and Business Outreach – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes No

Fiscal Note – *Please include comments on the fiscal impact of this action.*

No monetary contribution is requested from the Village.

Staff and Village Board time to review specific grants proposed/submitted, provide access and approval of work scope.

Action Required / Recommended – *Please include the recommended motion or possible actions for this agenda item.*

Recommend motion: *I move to approve the donation/friends group request for purposes of submitting future grant applications. Individually grants/projects to be reviewed and approved as funding is secured.*

Attachments – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Surfrider response to Donation and Friends Group request form

Shorewood Nature Preserve Restoration Project

Partner Roles, Responsibilities & Request for Village Approval

IMPORTANT NOTE FOR VILLAGE REVIEW

*The project team is currently applying to the Great Lakes Restoration Community Grant Program (GLRCGP), which requires a Letter of Commitment from the Village of Shorewood as landowner. In order to include this letter with our submission, we would ideally need it by **April 17**. [Draft language for the Village's review and modification is included in the Grant Applications section of this document and here](#). We are happy to provide any additional information or adjust the draft to better reflect the Village's preferences – please don't hesitate to reach out.*

Overview

Shorewood Nature Preserve is a 7.6-acre Southern Mesic Hardwood Forest along the Lake Michigan shoreline in the Village of Shorewood. The preserve offers mature hardwood trees, spring wildflowers, migratory bird habitat, and public access to the Lake Michigan coast – and it is a well-loved community resource.

The Surfrider Foundation Milwaukee Chapter, in partnership with Friends of Shorewood Nature Preserve, Marek Landscaping, and the Village of Shorewood, is seeking Village approval to pursue grant funding for a multi-year ecological restoration of the preserve. The total estimated project cost is approximately \$1,500,000, to be assembled piecemeal from multiple external grant sources over time. No funding has been secured at this time. The project is designed to proceed in phases as funding is confirmed and the Village carries no financial exposure if grants are not awarded.

This document outlines who is involved, what each partner will do, what the Village can expect, and why this project is worth approving.

Why This Project

Shorewood Nature Preserve has tremendous ecological potential but like many urban natural areas, the preserve faces some challenges: invasive species have moved in, the coastal bluff has experienced erosion, and a number of hazardous trees need attention. Addressing these issues now will unlock the preserve's full potential and ensure it remains safe, healthy, and thriving for generations to come.

In 2023, Friends of Shorewood Nature Preserve raised community funds to commission the [Village of Shorewood's Nature Preserve Land Management Plan](#), prepared by Marek Landscaping. That plan provides a sequenced roadmap for restoring the preserve to ecological health over a multi-year period – and this project is the implementation of that plan.

Planned restoration activities include:

- Hazardous tree removal and targeted invasive species removal

- Installation of approximately 10,000 native plugs and 100 woody native species
- Dune and bluff stabilization using nature-based erosion controls
- Ephemeral pool creation for stormwater management and wildlife habitat
- Trail and amenity improvements, including boardwalks, lookout points, steps to the lakeshore, and renovation of the existing outdoor amphitheater
- Ongoing vegetation monitoring to track progress and inform future maintenance
- Regular community stewardship events

Planned restoration activities reflect these priorities directly. When complete, improvements are expected to reduce an estimated 3.5 million gallons of stormwater runoff annually and decrease phosphorus loading to Lake Michigan by approximately 37 pounds per year. Physical infrastructure will be constructed using durable, high-quality materials selected for longevity in a Great Lakes coastal environment, with an anticipated useful life of 20–30 years with routine maintenance. Ecological improvements are anticipated to provide lasting benefit over 50+ years as native vegetation matures and becomes self-sustaining.

Who Is Involved & What They Will Do

Surfrider Foundation – Lead Applicant, Principal Investigator & Grants Administrator

The Surfrider Foundation is a nationally recognized 501(c)3 nonprofit dedicated to the protection and enjoyment of the world’s ocean, waves, and beaches, with over 250 chapters worldwide and deep experience in coastal restoration and grant management.

Two Surfrider staff members will lead the project:

- Carla Avila-Martinez, Climate Action Program Manager – overall project management and partner coordination
- Sarah Damron, Great Lakes Regional Manager – support for the Milwaukee Chapter and volunteer event planning
- Surfrider Grants Management Team – all grant administration, compliance, and reporting

Surfrider will serve as the primary point of contact for funders, oversee project coordination among all partners, manage procurement and contractor compliance, and provide financial and performance monitoring and reporting throughout the project.

Surfrider Foundation Milwaukee Chapter – Community Partner & Local Presence

The Surfrider Foundation Milwaukee Chapter is a grassroots, volunteer-led chapter working for clean water and healthy, accessible beaches along the western shore of Lake Michigan. They are already supporting this preserve – conducting stewardship activities, engaging volunteers, and building community awareness of the site’s ecological value.

The Milwaukee Chapter will lead community outreach and engagement, recruit and coordinate volunteers for planting and stewardship events, and serve as the on-the-ground local presence connecting the broader Milwaukee community to the project. Their involvement ensures the project is rooted in the community it serves and that stewardship of the preserve continues long after the active restoration period ends.

Friends of Shorewood Nature Preserve – Community Steward & Heart of the Project

Friends of Shorewood Nature Preserve originated the vision for restoring the preserve, raised the funds to commission the 2023 Land Management Plan, and has been driving this effort forward ever since. They already organize regular volunteer stewardship days at the preserve – pulling invasive species, monitoring habitat, and caring for the site – and they will continue to do so throughout and beyond the restoration project.

Friends of Shorewood plays an active role in project planning and decision-making, serves as the primary community liaison, and supports fundraising efforts to supplement grant funding over time. Their ongoing volunteer stewardship is the foundation on which long-term success will be built.

Marek Landscaping – Restoration Partner & Technical Lead

Marek Landscaping is an ecological restoration firm with deep expertise in Great Lakes coastal systems, invasive species management, native planting, erosion control, and landscape architecture. Marek developed the Village of Shorewood's 2023 Nature Preserve Land Management Plan and knows the preserve inside and out.

Marek will lead all technical restoration design and implementation, ensure all work is conducted safely and in accordance with applicable permits and best practices, lead and train volunteers during community events, and conduct ongoing vegetation monitoring. All native plant materials will be sourced from local, regionally appropriate nurseries to maximize establishment success and long-term ecological resilience.

Village of Shorewood – Landowner & Municipal Partner

The Village of Shorewood is a valued and essential partner in this project, and this application is seeking the Village's approval to move forward. As landowner and municipal partner, the Village's proposed role would include:

- Granting permission for restoration activities on Village-owned land
- Supporting the permitting process for restoration activities as needed
- Serving as a coordination point for matters related to public access during active work
- Accepting grant funds per Village Policy 45 on Donations, where applicable
- Participating in project updates and communications as appropriate

The project team recognizes that the specifics of the Village's involvement will be shaped through conversation and mutual agreement, and is committed to working collaboratively with Village staff to define a partnership that works for everyone. The Village's involvement as landowner is central to making this project possible, and the project team looks forward to that conversation.

Financial Considerations

All restoration costs will be covered by external grant funding pursued by Surfrider Foundation. The Village is not being asked to provide matching funds or contribute to the project budget. The anticipated Village contribution is staff time for coordination and approvals – consistent with the Village’s standard role as landowner for any permitted project on Village property.

The total estimated project cost is approximately \$1,500,000, to be assembled from multiple grant sources over time. The project is designed to be built incrementally, with each awarded grant funding a defined phase of work. This approach allows the project to move forward with partial funding while the team continues pursuing additional sources.

The Surfrider Foundation intends to serve as the lead applicant on grant applications wherever possible, leveraging its organizational capacity and grant management experience to minimize demands on Village staff. That said, some grant programs are only open to municipal applicants. In those cases, the project team may return to the Village to explore whether there is interest and capacity to serve as the lead applicant on specific opportunities with full Surfrider support. Any such arrangement would be subject to Village review and approval – nothing would move forward without the Village’s full understanding and agreement.

Grant Applications Currently in Progress

The project team is actively pursuing the following grant opportunities. Letters of Intent for each are attached for reference.

- [Great Lakes Restoration Community Grant Program \(GLRCGP\)](#) – A federal grant program supporting on-the-ground restoration, invasive species control, and habitat enhancement in the Great Lakes Basin. The project team has submitted a Letter of Intent requesting \$743,880 for shoreline stabilization, invasive species removal, native planting, and ephemeral pool creation. The project team was invited to submit a full proposal by April 17. A response is anticipated in mid-May 2025. The grant timeline is flexible and can be extended in full proposal application if the Village would like to expand community engagement and have more time for input.

This grant requires a Letter of Commitment from the Village of Shorewood as landowner. We would ideally need this letter by **April 17** in order to include it with our submission. We recognize this is a quick turnaround and [are happy to provide draft language for the Village's review and modification](#). A Letter of Commitment must clearly demonstrate the Village's participation in the project and needs to:

- Be signed by an authorized representative of the Village
- Specify the Village's role and responsibilities in the project
- Describe the specific activities, services, or deliverables the Village will provide
- Confirm the time period of participation, covering the entire project period
- Identify any financial, in-kind, staffing, or other resources the Village is committing
- Affirm the Village's understanding of project goals, target population, and expected outcomes

- Indicate that the Village does not object to the proposal to conduct project activities on Village property and will work with the applicant to comply with Village approval processes as projects move forward.
- [Bader Philanthropies – Legacy Grant](#) – A philanthropic grant supporting transformative community projects in the Milwaukee area. The project team has submitted an application requesting \$250,000 over two years (\$125,000/year) for ecological restoration and community engagement at the preserve.

Illustrative Funding & Implementation Timeline

The following timeline is illustrative and contingent on funding awards. Work will only proceed as funding is confirmed.

- **Spring 2026** – Village application for contributions review and approval
- **Spring 2026** – Grant applications submitted; responses anticipated mid-May 2025; additional grant opportunities identified and pursued
- **Fall 2026 / Early 2027** – If initial grants awarded, project planning and design finalized; permitting initiated; If initial grants not awarded, continued grant applications.
- **Winter 2026/2027** – If awarded, active restoration begins with Phase 1 activities: hazardous tree removal, invasive species removal, initial native planting, and erosion control installation
- **2027–2028** – Continued invasive species management, expanded native planting, dune and bluff stabilization, ephemeral pool creation
- **2028 and beyond** – Trail and amenity construction as funding allows; ongoing vegetation monitoring; community stewardship events become regular occurrences; maintenance transitions to Friends of Shorewood and Surfrider Milwaukee Chapter

Coordination with the Village – Work Days & Contractors

The project team is committed to transparent, proactive coordination with the Village throughout all phases of restoration. Prior to any work on Village property, the project team will notify Village staff of planned activities, including scheduled contractor work days and volunteer stewardship events. The Village will have the opportunity to review and weigh in on planned activities as appropriate.

All contractors engaged for restoration work will be licensed and insured in accordance with applicable requirements. Surfrider Foundation carries insurance coverage for volunteer events and project activities. The project team is prepared to work with the Village on insurance requirements and can explore adding the Village of Shorewood as an additional insured on

relevant policies – this will be confirmed and formalized as part of any agreement with the Village prior to work commencing on site.

The project team anticipates a regular cadence of communication with Village staff – providing updates on grant status, planned work, and restoration progress – and welcomes Village participation in site visits and community events throughout the project.

Public Engagement

Community engagement is central to this project's design and long-term success. The project team plans to involve the public throughout the restoration process through a variety of activities, including:

- **Community meetings** – Public informational meetings to share project plans, gather community input, and answer questions from residents and stakeholders
- **Community survey** – A survey to gather input from preserve users, neighbors, and the broader Shorewood community on restoration priorities and community needs
- **Volunteer stewardship events** – Hands-on invasive species removal days, native planting events, and habitat monitoring activities open to all community members, building on the stewardship days that Friends of Shorewood already hosts
- **On-site signage and digital updates** – Interpretive signage and regular project updates shared via social media, email, and the project website to keep the community informed of progress

The project team recognizes that a well-engaged community is the best long-term steward of the preserve, and is committed to building participation and investment that grows over time. As the project develops, engagement activities will expand to reflect community interests and emerging opportunities.

Long-Term Maintenance & Stewardship

Stewardship of Shorewood Nature Preserve is already happening. Friends of Shorewood Nature Preserve and the Surfrider Milwaukee Chapter are already out there, rolling up their sleeves, pulling invasive species, and caring for this land. This project builds on and strengthens a stewardship commitment that already exists.

Following restoration, Friends of Shorewood Nature Preserve and the Surfrider Foundation Milwaukee Chapter will continue their active stewardship of the preserve. Planned ongoing activities include:

- Periodic invasive species management
- Replanting and reseeding as needed
- Trail and erosion control inspection

- Community stewardship and educational events

The Village of Shorewood, as landowner, will be kept informed of maintenance activities and any Village involvement or approval will be sought as appropriate and in accordance with Village processes. The project team does not anticipate placing significant maintenance demands on Village staff, and any expectations of the Village in this regard will be discussed and agreed upon collaboratively. Once active restoration is complete, maintenance demands are expected to decrease significantly compared to what is required today. Established native plant communities stabilize soils and require far less active intervention over time. The preserve will become progressively easier to steward as the restoration matures, and ongoing maintenance funding will be pursued through continued grant applications, community fundraising, and municipal support.

Summary

This project is a community-led, grant-funded effort to restore and enhance a Village-owned natural asset that Shorewood residents already love. It is backed by a science-based management plan, a capable and experienced project team, and a community that is already doing the work.

Approving this contribution application gives the project team the green light to pursue the grant funding needed to make this vision a reality. The potential return — a restored, resilient, and thriving nature preserve that serves the Shorewood community for generations — makes this a worthwhile investment of the Village's support.



AT THE EDGE OF THE CITY AND
THE HEART OF EVERYTHING

April 7, 2026

Restore America's Estuaries (RAE)
Great Lakes Restoration Community Grant Program

Re: Letter of Commitment — Restoring Shorewood Nature Preserve for Shoreline Resilience and Habitat

To Whom It May Concern,

The Village of Shorewood is pleased to express its support as landowner and municipal partner for the Shorewood Nature Preserve Restoration Project, led by the Surfrider Foundation in partnership with Friends of Shorewood Nature Preserve, Marek Landscaping, and the Surfrider Foundation Milwaukee Chapter. The Village will work with the applicant to follow Village approval processes as projects move forward.

Role and Responsibilities

As owner of Shorewood Nature Preserve, the Village of Shorewood's role in this project is to represent the interests and requirements of the Village as they pertain to the preserve and the proposed restoration project, and to work collaboratively with project partners to facilitate successful implementation on Village-owned land.

Specific Activities, Services, and Deliverables

The Village of Shorewood commits to:

- Informing project partners of Village processes and procedures pertaining to project planning, permitting, regulation, construction, and approvals
- Coordinating with project partners to secure and confirm access to the preserve for project implementation
- Working collaboratively with the project team to secure the necessary permissions for project activities, restoration work, and construction on Village property
- Communicating timely project updates to Village elected officials, appointed officials, and employees as relevant
- Reviewing and providing feedback on grant proposals when appropriate
- Supporting grant reporting through letters, municipal documentation, and approvals as needed

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414.847.2700 • Fax 414.847.2606 • www.villageofshorewood.org

- Working with project partners to support community outreach
- Participating in coordination meetings with project partners as needed

Time Period of Participation

The Village of Shorewood's commitment covers the full project period, anticipated to span multiple years as funding is secured and restoration activities are phased accordingly. Long-term stewardship and maintenance of the preserve following restoration will be led by Friends of Shorewood Nature Preserve and the Surfrider Milwaukee Chapter, who are already actively caring for the land and are committed to continuing that work well into the future.

Resources Committed

The Village's primary contribution to this project is staff time for access coordination, permitting review, communications, and approvals. As landowner, the Village's granting of access to and permission for work on the preserve is an essential contribution that makes the project possible. The Village is not providing direct financial contributions to the project budget, as all restoration costs are to be covered by external grant funding secured by the Surfrider Foundation.

Project Goals, Target Population, and Expected Outcomes

The Village of Shorewood affirms its understanding of the project's goals — to restore native vegetation, stabilize the coastal bluff and shoreline, reduce invasive species, improve water quality, and enhance community access and ecological resilience at Shorewood Nature Preserve. The project serves Shorewood and Milwaukee-area residents of all ages and backgrounds, including families, students, nature enthusiasts, birders, and all members of the public who enjoy the preserve and the Lake Michigan shoreline. Expected outcomes include reduced stormwater runoff, decreased sediment and nutrient delivery to Lake Michigan, improved habitat for native and migratory species, and a safer, more accessible, and more ecologically resilient natural area and coastline for the community.

The Village of Shorewood is committed to supporting this effort and looks forward to working with project partners to see it through to completion. Should you have additional questions, feel free to contact me directly at rewald@shorewoodwi.gov or 414-847-2701.

Sincerely,



Rebecca Ewald
Village Manager



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO PUBLIC WORKS COMMITTEE

Agenda Item: Consider Transportation and Parking Regulation Request for reckless driving signage

Date: April 6, 2026

Presenter: Leeann Butschlick

Department: Public Works

History – Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (including page number) to reference information. If there is no relevant history, N/A should be entered in this space.

Sandie Pendelton, Chair of the Pedestrian and Bicycle Subcommittee of the Village’s Parks and Public Spaces Committee submitted a request under the Village’s [Traffic and Parking Regulation program](#) on March 3, 2026. The application requests the addition of signage to deter reckless driving.

Agenda Item Discussion – Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.

Please see attached application and supplementary materials.

Fiscal Note – If applicable, please address the financial impacts of the item.

The signage would be funded through DPW’s operating budget line 100-3410-53510, 2026 budget \$5,000. The estimated cost for each sign is \$X. Signs would be placed on existing poles.

Community and Business Outreach – If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in the attached communication plan how community groups and businesses will be informed of action after Village Board consideration.

Yes No NA

If yes, identify how and what community groups and businesses were notified. applicants notified of meeting

Action Required / Recommended – Please include the recommended motion or possible actions for this agenda item.

If the PWC supports the request, a motion should be made to recommend it to the Village Board for consideration.

Attachments – Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include agreements/contracts, presentation materials, letters, service proposals, etc.

March 2026 TAPR request

**Village of Shorewood
Traffic and Parking Regulation Request Form**



Date: March 3, 2026

Requestor Information:

Name: Ped/Bike Safety Subcommittee

Address: By Sandie Pendleton, Chair

Phone Number: 414.418.4469

Email: pendleton@pendletonlegal.com

Traffic-related requests should be submitted to:
dpw@shorewoodwi.gov.

Parking-related requests should be submitted to:
pad@shorewoodwi.gov.

Date Received: _____

Type of Request:

Description:

Traffic Control Signage

Pavement Markings

Traffic Calming

Parking Regulation*

Signage to Better Deter Reckless Driving

*To request a Loading or Accessible Parking Zone an Application for Special Privilege is required.

Location of Request: (attach map, photo or site plan, if available)

At four, or (if funds are available) six locations in the Village. See attached additional information.

Reason for Request: (attach additional pages, if necessary)

See attached additional information.

Response:

Alfred T. Pendleton
Name

3/3/2026
Date

TAPR: Signage to Better Deter Reckless Driving

1. Background

Drivers who choose to drive in a reckless manner endanger many (pedestrians, bike riders, other road users, police officers, passengers in recklessly driven vehicles, and the drivers of such vehicles). In response to this danger and the growing problem of reckless driving in our area, in the fall of 2025, the Village Board adopted a new ordinance that enables members of the SPD to impound vehicles that are driven recklessly in Shorewood. When the ordinance was passed, there were comments by board members that the purpose of the ordinance is deterrence (rather than to raise revenue). The ordinance will have no deterrent effect, however, if drivers (or motorcycle riders) who might be tempted to drive recklessly in Shorewood, do not know that Shorewood now has an impound ordinance. So as to make such knowledge more likely, the Ped/Bike Safety Subcommittee believes it would be appropriate and useful to post signs at several key points in the Village, which signs would have text or images that convey the message that “Shorewood Tows and Impounds Recklessly Driven Vehicles” We are aware that other communities use signs like the following:



Section 8.1 of the Pedestrian & Bicycle Master Plan (“PBMP”) calls on the Village to address reckless driving.

In early February 2026, pursuant to Policy 49, the Pedestrian & Bicycle Safety Subcommittee submitted a proposed initiative, that if adopted would result in signage somewhat along the above lines being posted in the Village. At the February 10, 2026 Parks & Public Spaces Committee meeting, our esteemed Director of Public works Leeann Butschlick suggested that it might be best if this initiative was submitted as a TAPR, which might enable the Village to address this issue in 2026, rather than in 2027.¹

2. Description of the Problem

¹ If for whatever reason funds or staff time is not available to address this problem in 2026, the Ped/Bike Safety Subcommittee wants this project to go forward as an initiative, so that the Village Board can address this problem and fund an appropriate solution in 2027.

Currently, there is nothing at key intersections of the Village that informs road users that their vehicle may be towed and impounded, if they choose to drive recklessly in Shorewood. Reckless drivers are not likely to be reached through other communication methods.

3. Goal of this Request

The goal of this request is to reduce the incidence of reckless driving in Shorewood.

4. If this TAPR Is Approved, Who Might Be Involved in Implementation, and Estimated Staff Time

The PBMP in § 14 identifies the responsible parties for the task of deterring reckless driving as the Police Department and the Parks & Public Spaces Committee. As this initiative involves signage, we expect the DPW would also naturally be involved in this initiative. We estimate it would take the DPW 2 to 5 hours to determine what the options would be for appropriate signage and locations for the new signs, and then some time involved in discussing this issue with the Parks & Public Spaces Committee, the Police Department, the Public Safety Committee, the Public Works Committee, or some combination thereof. Some additional time would be involved in ordering the selected signage, and getting such installed.

5. Thoughts and Suggestions on the Design of a “We Tow and Impound” Sign

As to what a Shorewood “we tow and impound sign” might look like, that is of course a decision for the DPW and the Village Board, and many considerations go into a sign’s text, design and graphics. There does not appear to be a “standard sign” for this situation. No member of the Subcommittee is an expert on the requirements of the Manual on Uniform Traffic Control Devices (the “MUTCD”), or the Wisconsin version thereof. Nor are any members of the Subcommittee graphic designers. We are aware that, as a general rule, signs posted on Village streets need to be in conformance with the standards identified in those manuals. It is our hope, however, that working within the standards identified in those manuals, the Village is ultimately able to design and post signs that have an impact. That is, the design selected (and the colors, text, graphics and layout of the sign’s elements), is such as to ultimately increase the chances that drivers will actually read/view the signs, and grasp quickly the message of the signs. In selecting the design of the sign, we hope the ultimate goal of this project is kept in mind (that, is deterrence), so that signs are posted that actually lead to fewer drivers choosing to drive in a reckless manner in Shorewood.

We believe that a “text only sign” will be less effective in achieving that goal, than a sign design that includes both text and graphics (specifically, a graphic that shows a car being towed or impounded). We also suggest that: (1) a design using fewer words, will likely have more impact than a sign using more words; (2) shorter words are probably better than longer words; and (3) it is unnecessary to indicate on the sign that Shorewood has a specific ordinance that permits the police to order the towing and impounding of a recklessly driven vehicle.

The attached pages offer some design suggestions from the Subcommittee, but they are only suggestions.

As to the size of the signs actually ordered and posted, we suggest the signs ordered/posted should be large enough so they can be read by a driver moving at the speed limit on the street in question. Smaller signs that cannot be read “at speed” are unlikely to affect driver behavior.

In line with the above comments, the Subcommittee suggests that the Village might want, if allowed by the MUCTD, to develop a sign based on one of the following sign formats.²

6. Time Sensitivity

Section 14 of the PBMP recommends that the Village should work on deterring reckless driving in the near term (*i.e.*, a task that should be attended to sooner, rather than later).

7. Estimated Cost

The cost of addressing this problem and fulfilling this request depends on what signage options are ultimately selected/approved by the Village Board. The knowledgeable folks at the DPW would have a better idea as to the cost of obtaining the selected signage, and getting such installed, than would the members of the Pedestrian & Bicycle Safety Subcommittee.

8. Suggested Locations for the Signs

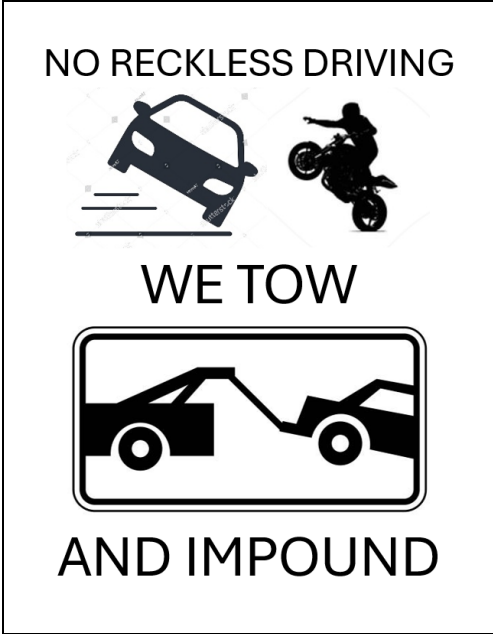
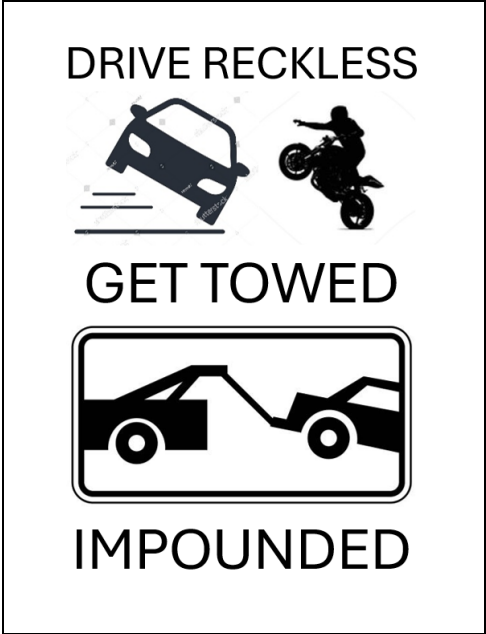
We would suggest such signs be put at a few key places in the Village. Specifically, these four locations:

1. For eastbound traffic on E. Capitol Drive entering Shorewood, at approximately where the Oak Leaf Trail Bridge crosses E. Capitol Drive.
2. For westbound traffic on E. Capitol Drive, just west of the intersection of E. Capitol Drive and N. Lake Drive.
3. For southbound traffic on N. Wilson Drive, near the intersection of E. Kensington Blvd.
4. For northbound traffic on N. Oakland Avenue, at or just north of the intersection of E. Edgewood Avenue

If the DPW and/or the Village Board is looking for two other locations, we would suggest the following two additional locations:

1. For northbound traffic on N. Lake Drive, just north of the intersection of E. Edgewood Avenue.
2. For southbound traffic on N. Lake Drive, near the intersection of E. Kensington Blvd.

² Graphic images used in the attached examples may be subject to copyright, and are included here for illustration purposes only.



The above designs are each in black and white, but the signs would probably get noticed more if the sign designer uses some color.

Here are some additional design suggestions/ideas:

NOTICE

RECKLESSLY DRIVEN VEHICLES
TOWED AND IMPOUNDED
AT OWNER'S
EXPENSE



SHOREWOOD TOWS AND IMPOUNDS RECKLESSLY DRIVEN VEHICLES AT OWNER'S EXPENSE

NOTICE

DRIVE RECKLESS
GET
TOWED



SHOREWOOD TOWS AND IMPOUNDS RECKLESSLY DRIVEN VEHICLES AT OWNER'S EXPENSE

NOTICE

SHOREWOOD TOWS
AND IMPOUNDS
RECKLESSLY
DRIVEN VEHICLES



SHOREWOOD TOWS AND IMPOUNDS RECKLESSLY DRIVEN VEHICLES AT OWNER'S EXPENSE


NOTICE

DRIVE RECKLESSLY
GET TOWED



SHOREWOOD TOWS AND IMPOUNDS RECKLESSLY DRIVEN VEHICLES AT OWNER'S EXPENSE

NOTICE

SHOREWOOD TOWS
 AND IMPOUNDS
RECKLESSLY DRIVEN
VEHICLES

SHOREWOOD TOWS AND IMPOUNDS RECKLESSLY DRIVEN VEHICLES AT OWNER'S EXPENSE



VILLAGE OF SHOREWOOD

JUDICIARY, PERSONNEL AND LICENSING COMMITTEE

Agenda Item: Consider recommendation of appointment to the Plan Commission

Date: April 6, 2026

Presenter: Toya Harrell, MMC, WCPC, Village Clerk **Department:** Clerk Department

History – Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.

Per [16-2B](#) of the Village Code, Plan Commission appointments shall be made during the month of April to ensure members are in place for terms beginning in May. Per [Policy 30](#), appointments of citizen members to the Plan Commission are made by the Village President using a referral process through the Judiciary, Personnel and Licensing Committee and are subject to confirmation by the Village Board.

Agenda Item Discussion – Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.

Due to a Plan Commissioner completing his third term and being ineligible for reappointment, the Judiciary, Personnel and Licensing Committee is requested to review and recommend the following applicants to the Village Board for approval.

Committee	Seats to fill	Applicant(s)
Plan Commission	1	Joseph Goss Jordan Haas John Holtz

Community and Business Outreach – If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in the attached communication plan how community groups and businesses will be informed of action after Village Board consideration.

Yes No

If Yes, identify how and what community groups and businesses were notified.

Residents were notified of the opportunity to serve on the Plan Commission through articles in the Village Manager’s Memo, posts on the Village’s social media, advertisement on the Library’s message board, and as a newsflash on the Village website.

Fiscal Note – Please include comments on the fiscal impact of this action.

No fiscal impact.

Action Required / Recommended – *Please include the recommended motion or possible actions for this agenda item.*

Recommend motion: *“I move to recommend (name) to the full board for approval consideration on April 20, 2026.”*

Attachments – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Volunteer Applications

From: noreply@civicplus.com
To: [Mai Chang](#); [Toya Harrell](#); [Taliyah Cook](#)
Subject: Online Form Submittal: Volunteer Appointment Application
Date: Thursday, March 12, 2026 8:02:37 PM

Volunteer Appointment Application

Step 1

Volunteer Appointment Application

The Village is recruiting community members to serve on its Boards, Commissions and Committees. Please fill out the following form to apply. If you want information about the application process or a description of each volunteer body, go to www.villageofshorewood.org/27/Boards-Committees.

If you have any questions, please email Rebecca Ewald at rewald@shorewoodwi.gov or call at 414-847-2701.

If you would like a printable PDF version of the application to mail or drop off at Village Hall, you can go here:

<https://www.villageofshorewood.org/DocumentCenter/View/194/Committee-Volunteer-Application-Printable-PDF>

I am interested in serving on: Plan Commission, Police Commission

For each Board, Commission and Committee you express interest, please rank your interest (with 1 being your highest interest followed by 2, 3, etc.) and identify if you've attended a previous meeting.

Other *Field not completed.*

Step 2

First Name Joseph

Last Name Goss

Home Address [REDACTED] Ave

Email [REDACTED]@me.com

Home Phone [REDACTED]

Occupation	Consultant
Office Phone	██████████

Step 3

How long have you been a Village resident?	10 years
--	----------

Are you familiar with the duties and responsibilities of this office?	Yes
---	-----

Do you hold an elected or appointed public position or office?	No
--	----

If so, what office(s) or position(s)?	<i>Field not completed.</i>
---------------------------------------	-----------------------------

Are there other activities in which you are involved that would interfere with your attendance or serve as a conflict of interest?	No
--	----

If so, what activities?	<i>Field not completed.</i>
-------------------------	-----------------------------

Step 4

How did you hear about the opportunity to serve on the Village of Shorewood Committee?	Village Manager's Memo
--	------------------------

Other:	<i>Field not completed.</i>
--------	-----------------------------

(Section Break)

Short Answer Responses

The Village Board is asking applicants to provide a short answer response to the following questions. The level of thought as well as quality included in your responses will be used by the Village Board to determine which applicants to interview for vacant positions on Village boards, commissions and committees. It is recommended to provide a response that is at least a paragraph in length however, this not required.

General Interest	Looking to take a more active part of the community that I live in and provide volunteer services to the village.
------------------	---

Previously applied for Police Commission, which in hindsight I feel as if I was unqualified for at the time. Due

to a subsequent career change, I feel as though I have grown professionally that would make me a more qualified fit for Police Commission or Planning Commission.

Education and Work Experience

Undergrad University of Minnesota.
13 years working the federal government at the Department of Veteran Affairs.
4 years working as federal consultant for IBM.

My career has given me significant experience within the government, however as a federal consultant I now view government roles with an outside perspective: looking to innovate, improve, and streamline.

Diversity Experience

I grew up in Whitefish Bay and now live in Shorewood. Needless to say, diversity was not a strong part of my day to day living - which is something that I think both communities could strongly benefit from.

However, my time at college and subsequent career have exposed me to much more diversity, whether race, religion, or orientation. I feel that it is a critical aspect of the community that needs to be nurtured and expanded so that subsequent generations do not grow up with the same monochromatic lens that I did.

Other Organizations

N/A - Looking to expand my role in the community with a volunteer position.

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CAUTION: This email originated from outside of the North Shore Consolidated O365 Email System (Bayside, Glendale, Shorewood, Brown Deer, Whitefish Bay, and North Shore Fire & Rescue). Do not click links or open attachments unless you recognize the sender and know the content is safe.

From: noreply@civicplus.com
To: [Mai Chang](#); [Toya Harrell](#); [Taliyah Cook](#)
Subject: Online Form Submittal: Volunteer Appointment Application
Date: Wednesday, March 25, 2026 7:25:43 PM

Volunteer Appointment Application

Step 1

Volunteer Appointment Application

The Village is recruiting community members to serve on its Boards, Commissions and Committees. Please fill out the following form to apply. If you want information about the application process or a description of each volunteer body, go to www.villageofshorewood.org/27/Boards-Committees.

If you have any questions, please email Rebecca Ewald at rewald@shorewoodwi.gov or call at 414-847-2701.

If you would like a printable PDF version of the application to mail or drop off at Village Hall, you can go here:

<https://www.villageofshorewood.org/DocumentCenter/View/194/Committee-Volunteer-Application-Printable-PDF>

I am interested in serving on:	Community Development Authority, Design Review Board, Plan Commission
--------------------------------	---

For each Board, Commission and Committee you express interest, please rank your interest (with 1 being your highest interest followed by 2, 3, etc.) and identify if you've attended a previous meeting.	1) Plan Commission - prior attendance to advocate for ADU zoning, 2) Design Review Board, 3) Community Development Authority
--	---

Other	<i>Field not completed.</i>
-------	-----------------------------

Step 2

First Name	Jorden
------------	--------

Last Name	Haas
-----------	------

Home Address [REDACTED] Ave

Email [REDACTED]@gmail.com

Home Phone [REDACTED]

Occupation Pharmacist

Office Phone *Field not completed.*

Step 3

How long have you been a Village resident? 4.5 years

Are you familiar with the duties and responsibilities of this office? Yes

Do you hold an elected or appointed public position or office? No

If so, what office(s) or position(s)? *Field not completed.*

Are there other activities in which you are involved that would interfere with your attendance or serve as a conflict of interest? No

If so, what activities? *Field not completed.*

Step 4

How did you hear about the opportunity to serve on the Village of Shorewood Committee? Village Website

Other: *Field not completed.*

Short Answer Responses

The Village Board is asking applicants to provide a short answer response to the following questions. The level of thought as well as quality included in your responses will be used by the Village Board to determine which applicants to interview for vacant positions on Village boards, commissions and committees. It is recommended to provide a response that is at least a paragraph in length however, this not required.

General Interest

I am applying to serve on the Plan Commission, Design Review Board, and Community Development Authority because I believe that vibrant, well-designed communities don't happen by accident — they are the product of engaged residents who show up and do the work. Attending a recent Planning Commission meeting to advocate for ADU zoning reminded me of something I first encountered reading Robert Putnam's *Bowling Alone*: that civic participation is not just a duty, it is the mechanism by which communities build social capital. When neighbors engage in shared governance, they create the trust networks and reciprocal relationships that make a place worth living in. I want to be part of that process in Shorewood, not just as an occasional advocate at a podium, but as a consistent contributor to the decisions that shape how this village grows, looks, and functions.

Education and Work Experience

I hold a Doctor of Pharmacy (PharmD) degree and have completed post-graduate residencies in clinical pharmacy and health-system administration. I am currently employed as the Anticoagulation Program Manager and Clinical Pharmacy Supervisor with a Scope of Practice specializing in anticoagulation management at a large federal government health system, where I supervise a team of 9 pharmacists and 5 pharmacy technicians in our Ambulatory Anticoagulation Clinic, develop facility clinical and operational policies and Standard Operating Procedures, and create educational materials for interdisciplinary teams and patients. While this background may not seem an obvious fit for land use and design committees, the transferable skills are substantial: synthesizing complex evidence to develop clear policy frameworks, facilitating decision-making in high-stakes environments, communicating technical information accessibly to diverse audiences, and managing competing priorities with attention to detail.

Diversity Experience

My professional work in healthcare has immersed me in environments defined by diversity of background, experience, and need. Anticoagulation clinics serve patients across a wide spectrum of socioeconomic circumstances, literacy levels, cultural backgrounds, and health literacy — and effective care requires meeting each person where they are. This has shaped how I approach policy questions: with an awareness that rules and designs that work well for the average resident may create barriers for others.

I hold a deep conviction that diversity is not merely something to be

accommodated — it is a source of strength that makes communities more resilient, creative, and just. Shorewood should actively work to become a more inclusive and welcoming village, and I would advocate for all residents regardless of race, religion, national origin, ethnicity, immigration status, sexual orientation, gender identity, or physical or mental disability. Every decision made by these bodies — whether about a zoning variance, a design standard, or a development proposal — carries implications for who feels welcome and who can thrive here, and I would carry that awareness into every discussion.

Other Organizations

Outside of various committees and workgroups in my professional role, I am not currently a member of other formal organizations. However, as my career has grown more settled, I have felt a genuine calling toward deeper civic and community engagement. I believe that a Village board or committee is a meaningful and fitting place to begin — an opportunity to invest in the community I live in, connect with fellow residents who care about Shorewood's future, and translate that calling into tangible contribution.

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From: noreply@civicplus.com
To: [Chris Anderson](#); [Rebecca Ewald](#); [Mai Chang](#)
Subject: Online Form Submittal: Volunteer Appointment Application
Date: Wednesday, October 9, 2024 3:22:29 PM

Volunteer Appointment Application

Step 1

Volunteer Appointment Application

The Village is recruiting community members to serve on its Boards, Commissions and Committees. Please fill out the following form to apply. If you want information about the application process or a description of each volunteer body, go to www.villageofshorewood.org/27/Boards-Committees.

If you have any questions, please email Rebecca Ewald at rewald@shorewoodwi.gov or call at 414-847-2701.

If you would like a printable PDF version of the application to mail or drop off at Village Hall, you can go here:

<https://www.villageofshorewood.org/DocumentCenter/View/194/Committee-Volunteer-Application-Printable-PDF>

I am interested in serving on:	Design Review Board, Plan Commission
--------------------------------	--------------------------------------

For each Board, Commission and Committee you express interest, please rank your interest (with 1 being your highest interest followed by 2, 3, etc.) and identify if you've attended a previous meeting.	1. Plan Commission 2. Design Review Board
--	--

Other	<i>Field not completed.</i>
-------	-----------------------------

Step 2

First Name	John
------------	------

Last Name	Holtz
-----------	-------

Home Address [REDACTED] Ave

Email [REDACTED]gmail.com

Home Phone [REDACTED]

Occupation Sales Manager - ABP Induction

Office Phone [REDACTED]

Step 3

How long have you been a Village resident? 10 years

Are you familiar with the duties and responsibilities of this office? Yes

Do you hold an elected or appointed public position or office? No

If so, what office(s) or position(s)? *Field not completed.*

Are there other activities in which you are involved that would interfere with your attendance or serve as a conflict of interest? No

If so, what activities? *Field not completed.*

Step 4

How did you hear about the opportunity to serve on the Village of Shorewood Committee? Village staff / Elected Official

Other: *Field not completed.*

(Section Break)

Short Answer Responses

The Village Board is asking applicants to provide a short answer response to the following questions. The level of thought as well as quality included in your responses will be used by the Village Board to determine which applicants to interview for vacant positions on Village boards, commissions and committees. It is recommended to provide a response that is at least a paragraph in length however, this not required.

General Interest

I moved to Shorewood just over a decade ago. It's a great place to live, and even in my short time here there have been many changes. My kids were born here and are now in 3rd and 5th grade at Atwater. Even before moving here, I was interested in housing, land use, and urban policy. I've tried to follow the happenings and developments of the village through emails, social media, and friends. People familiar the Facebook group Shorewood Community Network know that I am passionate about the future of Shorewood. I want the village to be the best it can be. And choosing the best path for growth is essential to move the village forward. In general, I am a proponent of more housing, more businesses, safer streets, and more inclusion. It would be an honor to serve on the Plan Commission.

Education and Work Experience

I've been working in manufacturing sales and marketing for the past 12 years or so. Currently I am the regional sales manager for ABP Induction, a German company who manufactures furnaces for the foundry industry to melt metal using electricity. Most of my background is with foundries for the past decade, but before that I was in the nonprofit industry.

I graduated from Washington University in St. Louis with a BA in International Studies and Spanish, including a year at the Universidad de Salamanca in Spain, then moved to San Jose, CA as an Americorps volunteer for City Year and then the San Jose Conservation Corps. After moving to Washington, DC to continue nonprofit work for six years, I moved back home to the Milwaukee area to pursue an MBA from University of Wisconsin Milwaukee.

After graduate school, my pursuits led me to manufacturing because I have always been enamored with the machinery that makes the modern world function. I was with a foundry in Waukesha for six years doing inside sales until about a year ago when an opportunity arose for me to be in outside sales assisting foundries in the upper Midwest with their melting needs.

Diversity Experience

I have experience working with people of all backgrounds. As an Americorps member with City Year and the San Jose Conservation Corps, I lead programming for elementary and high school students. Much of this was done in Spanish because a lot of the students I worked with had limited English skills. The schools were majority Black, Latino, and Asian. In Washington, DC I worked briefly for a hotel workers union during negotiations before a possible strike and

worked daily with the service workers fighting for fair compensation. While in graduate school, I worked as an interviewer on the MARS (Milwaukee Area Renters Study) program by sociologist Matthew Desmond which provided data for his seminal book Evicted. The interviews took place all over the city, but the northwest side and south side were the most common locations. Many of these interviews were conducted in Spanish. I have to say, working on this study truly helped me really get to know the City of Milwaukee better. I grew up in Waukesha from age 10 on, and had been coming to MKE ever since, but the the depth and variety the city contains is hard to fathom without direct experience, and it was an honor to work on this project. I have been a friend and advocate for LGBTQ rights for 30 years.

Other Organizations N/A

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VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO VILLAGE BOARD



Agenda Item: Voucher Report

Presenter: Paul Eilbes

Department: Finance

Overview – Consistent with the Village’s Policy #21, Purchasing and Accounts Payable, the attached reports have been prepared by the Finance Department for presentation to the Village Board.

In addition to providing the information required for the Village Board to maintain the general oversight of expenditures, these reports also serve to enhance the transparency of the Village’s expenditures of public funds by making these reports part of the public record.

Please feel free to contact me if there are any questions on specific items.

Vision 2025 Plan – Financial Responsibility

Sustainability – N/A

Recommended motion – Move to accept the attached presentation of accounts reports.

Fiscal Note / Budget Impact – To the best of our knowledge, these items have been processed in accordance with the Village’s purchasing policies as administered by the applicable department heads.

Attachments: - Accounts Payable and Payroll Vouchers Summary
Detailed Presentation of Accounts

**VILLAGE OF SHOREWOOD, WISCONSIN
FINANCE OFFICE
MEMO**

DATE: April 6, 2026
TO: Budget and Finance Committee
FROM: Finance Office
COPY TO: Village Board
RE: Accounts Payable and Payroll Vouchers for Presentation and Approval

Presented for your approval are the following accounts payable vouchers: 03/16/2026 - 03/31/2026

100 - General Fund		364,515.25
200 - Library		21,657.82
210 - Senior Services		5,369.48
230 - Shorewood Today Magazine		35.00
300 - Debt Service Fund		224,587.50
400 - Capital Projects Fund		70,702.98
430 - TIF #3		150.00
440 - TIF #4		150.00
450 - TIF #5		75,437.50
600 - Parking Utility Fund		842.28
610 - Water Utility Fund		71,497.36
620 - Sewer Utility Fund		80,208.06
700 - CDA		-
800 - Property Tax Fund		137.30
900 - Cash Fund		-
	Subtotal:	<u>\$ 915,290.53</u>
PLUS: Payroll vouchers per payroll register dated: 3/20/2026		229,826.32
		-
	Grand Total	<u>\$ 1,145,116.85</u>
	Begin Ck #	End Chk #
Accounts Payable Checks - North Shore Bank:	39955	39955
Accounts Payable Checks - Town Bank:	58777	58843
Accounts Payable Electronic Checks:	3399	3410
Payroll Checks:	2819	2819
Payroll Direct Deposits:	DD34824	DD34919
Payroll Electronic Check Remittances:	EFT2571	EFT2580

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 100 General Fund							
Dept 0000							
100-0000-15220	Prepaid Postage - Hassler	QUADIENT FINANCE USA,	POSTAGE LOAD - 03062026	BH3811485001	03/30/26	2,000.00	3405
100-0000-21520	GENERAL CLASS	WI DEPT OF EMPLOYEE TR	MONTHLY RETIREMENT PREMIUMS - FEBRU.	022026	03/30/26	40,838.99	3408
100-0000-21520	PROTECTIVE SERVICE	WI DEPT OF EMPLOYEE TR	MONTHLY RETIREMENT PREMIUMS - FEBRU.	022026	03/30/26	41,873.19	3408
100-0000-21520	ADDITIONAL CONTRIBUTIONS	WI DEPT OF EMPLOYEE TR	MONTHLY RETIREMENT PREMIUMS - FEBRU.	022026	03/30/26	650.00	3408
100-0000-21520	PRIOR OVERPAYMENT	WI DEPT OF EMPLOYEE TR	MONTHLY RETIREMENT PREMIUMS - FEBRU.	022026	03/30/26	(59.28)	3408
100-0000-21530	Health Insurance Payable	WCA GROUP HEALTH TRUST	HEALTH INSURANCE PREMIUMS - MARCH	0019361109	03/30/26	121,636.61	3407
100-0000-21531	DENTAL VILLAGE PORTION	DELTA DENTAL PLAN OF W	DENTAL PREMIUMS - MARCH	2500183	03/30/26	5,040.92	3401
100-0000-21531	DENTAL VILLAGE PORTION	DELTA DENTAL PLAN OF W	DENTAL PREMIUMS-RETIREES-MARCH	2500184	03/30/26	746.00	3401
100-0000-24000	Due to Other Gov'ts	WI DEPT OF REVENUE - S	LOTTERY CREDIT AUDIT PYMT TO STATE	2024LC	03/30/26	5,493.15	3409
100-0000-24213	Sales Tax Due State	WI DEPT OF REVENUE - S	SALES TAX - FEBRUARY	02282026	03/30/26	1,922.89	3409
Total For Dept 0000						220,142.47	
Dept 1100 Board							
100-1100-53990	Contingency / Other Activi	RUEKERT & MIELKE, INC	GIS SERVICES 1/24 TO 2/20	162603	03/25/26	348.00	58828
Total For Dept 1100 Board						348.00	
Dept 1200 Court							
100-1200-51900	Professional Education	WI SUPREME COURT	CONTINUING EDUCATION 2026	680-0000001921	03/25/26	800.00	58840
100-1200-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2026 - INSTALL	3367539	03/25/26	20.25	58822
Total For Dept 1200 Court						820.25	
Dept 1410 Manager							
100-1410-51900	AI training	UW EXTENSION EVENTS	AI training	02/28/2026	03/24/26	50.00	3399
100-1410-53140	monthly VM memo service	CCI*CONSTANT-CONTACT	monthly VM memo service	02/28/2026	03/24/26	98.00	3399
100-1410-53140	Marketing / Communications	ANDERSON, JENNIFER	VOS RELATED CONTENT/SPRING 2026	02182026	03/26/26	1,500.00	58842
100-1410-53200	Journal/Sentinel monthly s	USAT MEDIA CO	Journal/Sentinel monthly subscrip	02/28/2026	03/24/26	24.99	3399
100-1410-54130	interviews-lunch	JERSEY MIKES 29045	interviews-lunch	02/28/2026	03/24/26	62.81	3399
100-1410-54130	Awards/Recog	SHOREWOOD WOMAN'S CLUB	90TH ANNIVERSARY REGISTRATIONS	03252026	03/26/26	140.00	58843
100-1410-55100	Liability & Property Insur	R & R INSURANCE SERVIC	LIABILITY INS-2026 INSTALLMENT #2	3367538	03/25/26	13,138.67	58822
100-1410-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2026 - INSTALL	3367539	03/25/26	129.59	58822
100-1410-56130	Replacement office chair	-AMAZON MKTPL*MM7CY8Y23	Replacement office chair - Finance	02/28/2026	03/24/26	123.49	3399
Total For Dept 1410 Manager						15,267.55	
Dept 1420 Clerk / Customer Service							
100-1420-51900	IIMC Training Program	CAPTUS PRESS INC	IIMC Training Program	02/28/2026	03/24/26	100.00	3399
100-1420-51900	Fee for #36	FRGN TRANS FEE-CAPTUS	Fee for #36	02/28/2026	03/24/26	3.00	3399
100-1420-51900	MILEAGE MMCA MEETING 3/18	HARRELL, TOYA	HARRELL MILEAGE REIMBURSEMENT	03192026	03/25/26	47.84	58802
100-1420-51900	MILEAGE CLERK'S MEETING 3/	HARRELL, TOYA	HARRELL MILEAGE REIMBURSEMENT	03192026	03/25/26	210.24	58802
100-1420-52930	Credit Card Fees	INVOICE CLOUD	CREDIT CARD FEES - FEBRUARY	2194-2026_2	03/30/26	298.46	3402
100-1420-52930	Credit Card Fees	PAYMENTECH-CHASE	CREDIT CARD FEES - FEBRUARY	02282026	03/30/26	151.29	3404
100-1420-53500	Election supplies - April	AMAZON MKTPL*CB30G4DT3	Election supplies - April	02/28/2026	03/24/26	281.06	3399
100-1420-53500	Election supplies	AMAZON MKTPL*RN6RS9AI3	Election supplies	02/28/2026	03/24/26	19.65	3399
100-1420-53500	Election prep meal	JIMMY JOHNS - 78 -ECOM	Election prep meal	02/28/2026	03/24/26	34.19	3399
100-1420-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2026 - INSTALL	3367539	03/25/26	72.89	58822
Total For Dept 1420 Clerk / Customer Service						1,218.62	
Dept 1510 Finance							
100-1510-48900	Miscellaneous Revenue	WI DEPT OF REVENUE - S	SALES TAX - FEBRUARY	02282026	03/30/26	(28.95)	3409
100-1510-52130	Efiling 1099s 2025	EFILEMYFORMS.COM	Efiling 1099s 2025	02/28/2026	03/24/26	199.56	3399
100-1510-53100	Office supplies	Amazon.com*7T00F8S93	Office supplies	02/28/2026	03/24/26	39.89	3399
100-1510-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2026 - INSTALL	3367539	03/25/26	64.79	58822
Total For Dept 1510 Finance						275.29	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 100 General Fund							
Dept 1900 Other General Admin							
100-1900-51325	Flexible Benefit Admin Fee	DIVERSIFIED BENEFIT SE FSA ADMIN - MARCH		472894	03/25/26	236.95	58797
100-1900-52120	Professional Fees Legal	CRIVELLO, NICHOLS & HA GENERAL LEGAL SERVICES - FEBRUARY		1302-233845	03/25/26	2,279.00	58793
100-1900-52120	Professional Fees Legal	VON BRIESEN & ROPER SC PROFESSIONAL SERVICES-PERSONNEL-FEB		523338	03/25/26	77.00	58837
100-1900-52125	Professional Fees Legal -	CRIVELLO, NICHOLS & HA MUNICIPAL COURT - FEBRUARY		1302-233843	03/25/26	4,664.00	58793
100-1900-52190	Professional Fees - Insur	R & R INSURANCE SERVIC SERVICE FEES - APRIL		3367549	03/25/26	2,331.50	58822
100-1900-52200.55-00	Electric - Village Hall	WE ENERGIES - CONSOLID GAS/ELECTRIC USAGE - FEBRUARY		5862671760	03/23/26	912.89	3400
100-1900-52200.77-00	Electric - Village Center	WE ENERGIES - CONSOLID GAS/ELECTRIC USAGE - FEBRUARY		5862671760	03/23/26	718.88	3400
100-1900-52210.55-00	Gas - Village Hall	WE ENERGIES - CONSOLID GAS/ELECTRIC USAGE - FEBRUARY		5862671760	03/23/26	1,265.51	3400
100-1900-52210.77-00	Gas - Village Center	WE ENERGIES - CONSOLID GAS/ELECTRIC USAGE - FEBRUARY		5862671760	03/23/26	473.69	3400
100-1900-52230.55-00	Phone / Internet - Village	CHARTER COMMUNICATIONS SPECTRUM SERVICES - MARCH		15266901030726	03/25/26	49.83	58786
100-1900-52230.55-00	Phone / Internet - Village	CHARTER COMMUNICATIONS SPECTRUM SERVICES - MARCH		15266901030726	03/25/26	399.00	58786
100-1900-52230.77-00	Phone / Internet - Village	CHARTER COMMUNICATIONS SPECTRUM SERVICES - MARCH		15266901030726	03/25/26	25.34	58786
100-1900-52230.77-00	Phone / Internet - Village	CHARTER COMMUNICATIONS SPECTRUM SERVICES - MARCH		15266901030726	03/25/26	80.00	58786
100-1900-52900.55-00	Cleaning and Pest Control	BATZNER PEST CONTROL VILLAGE HALL EXTERMINATING		92881268	03/25/26	67.13	58784
100-1900-52900.55-00	Cleaning and Pest Control	BATZNER PEST CONTROL VILLAGE HALL EXTERMINATING		91622850	03/25/26	67.13	58784
100-1900-53120	Copier Costs - Village Hal	GREATAMERICA FINANCIAL VH PINTER/COPIERS LEASE 02/16/26-03		41540461	03/25/26	677.78	58800
100-1900-53130	Postage Meter Costs - VH	QUADIENNT FINANCE USA, INK - HASLER METER		17969956	03/25/26	248.90	58821
100-1900-55100	LIABILITY & PROPERTY INSUR	R & R INSURANCE SERVIC LIABILITY INS-2026 INSTALLMENT #2		3367538	03/25/26	2,984.84	58822
Total For Dept 1900 Other General Admin						17,559.37	
Dept 2100 Police							
100-2100-51900	Gardner WTSOA lodging	CHULA VISTA RESORT Gardner WTSOA lodging		02/28/2026	03/24/26	189.62	3399
100-2100-51900	Kerr peer suppourt sonfer	KALAHARI RESORT - WI Kerr peer suppourt sonference lodg		02/28/2026	03/24/26	101.00	3399
100-2100-51900	Otto WAWP loding tax refur	KOHLER WI RESORT HOTEL Otto WAWP loding tax refund		02/28/2026	03/24/26	(11.31)	3399
100-2100-52200	WILSON DRIVE	WE ENERGIES - CONSOLID GAS/ELECTRIC USAGE - FEBRUARY		5862671760	03/23/26	2,446.06	3400
100-2100-52210	WILSON DR - GAS	WE ENERGIES - CONSOLID GAS/ELECTRIC USAGE - FEBRUARY		5862671760	03/23/26	4,629.00	3400
100-2100-52230	Phone and Internet	CHARTER COMMUNICATIONS SPECTRUM SERVICES - MARCH		15266901030726	03/25/26	499.00	58786
100-2100-52230	Phone and Internet	CHARTER COMMUNICATIONS SPECTRUM SERVICES - MARCH		15266901030726	03/25/26	240.20	58786
100-2100-52230	Phone and Internet	T-MOBILE, INC. USA 02/09-03/08 CRADLEPOINT CHRGS		978927717-FEB 20	03/25/26	225.54	58832
100-2100-52300	OTHER INTERGOV'TAL PYMTS (WI DEPT OF TRANS TV & 02/27/2026 PARKING SUSPENSIONS PROC:		02272026	03/30/26	75.00	3410
100-2100-52300	OTHER INTERGOV'TAL PYMTS (WI DEPT OF TRANS TV & MARCH 2026 PARKING SUSPENSIONS PROC:		03112026	03/30/26	54.00	3410
100-2100-52300	OTHER INTERGOV'TAL PYMTS (WI DEPT OF TRANS TV & MARCH 2026 PARKING SUSPENSIONS PROC:		03112026	03/30/26	72.00	3410
100-2100-52900	batzner	RENTOKIL NA INC batzner		02/28/2026	03/24/26	149.28	3399
100-2100-52900	Cleaning and Pest Control	CINTAS CORP 03/16/26 MAT REPLACEMENT		4262810292	03/25/26	253.08	58789
100-2100-52910	transunion lookups	TLO TRANSSION transunion lookups		02/28/2026	03/24/26	257.55	3399
100-2100-52930	Credit Card Fees	MERCHANT SERVICES ONLINE PARKING PAY PROCESSING-FEB 2		02282026	03/30/26	3,572.00	3403
100-2100-52990	AIMS Contracts & Fees	CRAIG D CHILDS, PHD, S FIT FOR DUTY EVALUATION		4563	03/25/26	3,000.00	58792
100-2100-53100	hard drive	AMAZON RETA* YZ01E2BZ3 hard drive		02/28/2026	03/24/26	205.24	3399
100-2100-53120	Copy & Print Costs	GREATAMERICA FINANCIAL 02/15/26-03/14/26 COPY USAGE		41540462	03/25/26	252.34	58800
100-2100-53130	mailing of evidence	USPS PO 5675860211 mailing of evidence		02/28/2026	03/24/26	7.45	3399
100-2100-53130	mailing of evidence	USPS PO 5675860211 mailing of evidence		02/28/2026	03/24/26	22.95	3399
100-2100-53200	Wurth 2026 MCLEEA members	IN *MILWAUKEE COUNTY L Wurth 2026 MCLEEA membership		02/28/2026	03/24/26	135.00	3399
100-2100-53200	Wroblewski 2026 IACP membe	THEIACP Wroblewski 2026 IACP membership		02/28/2026	03/24/26	220.00	3399
100-2100-53200	Noel Govani WAI 2026 membe	WP*The WAI Noel Govani WAI 2026 membership		02/28/2026	03/24/26	20.00	3399
100-2100-53410	fuel for sq#901	KWIK TRIP #972 fuel for sq#901		02/28/2026	03/24/26	20.00	3399
100-2100-53500	department supplies	AMAZON MARK* MB77J2M13 department supplies		02/28/2026	03/24/26	75.37	3399
100-2100-53500	evidence supplies	SIRCHIE ACQUISITION CO evidence supplies		02/28/2026	03/24/26	58.68	3399
100-2100-53500	Dept/Program Supplies	ASCENSION WISCONSIN E M JASCHOB BLOOD DRAW		E3875740	03/25/26	46.00	58783
100-2100-53500	Dept/Program Supplies	RAY O'HERRON CO. INC. DEFENDER -ST SOLAR MICRO		2467945	03/25/26	313.07	58823
100-2100-53500	Dept/Program Supplies	RAY O'HERRON CO. INC. HOLSTER		2467735	03/25/26	127.57	58823
100-2100-55100	Liability & Property Insur	R & R INSURANCE SERVIC LIABILITY INS-2026 INSTALLMENT #2		3367538	03/25/26	11,648.49	58822
100-2100-55110	Workers Comp	R & R INSURANCE SERVIC WORKERS COMPENSATION 2026 - INSTALL		3367539	03/25/26	18,028.82	58822

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 100 General Fund							
Dept 2100 Police							
Total For Dept 2100 Police						46,933.00	
Dept 2400 Planning and Development							
100-2400-52930	Credit Card Fees	INVOICE CLOUD	CREDIT CARD FEES - FEBRUARY	2194-2026_2	03/30/26	298.45	3402
100-2400-52930	Credit Card Fees	PAYMENTECH-CHASE	CREDIT CARD FEES - FEBRUARY	02282026	03/30/26	115.43	3404
100-2400-53100	Office supplies	QUILL CORPORATION	Office supplies	02/28/2026	03/24/26	40.98	3399
100-2400-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2026 - INSTALL	3367539	03/25/26	2,000.50	58822
Total For Dept 2400 Planning and Development						2,455.36	
Dept 2900 Other Public Safety							
100-2900-52990	Crossing Guards	ALL CITY MANAGEMENT SE	2/22/26-3/7/26 CROSSING GUARDS	PS-INV104572	03/25/26	7,140.06	58780
Total For Dept 2900 Other Public Safety						7,140.06	
Dept 3100 Public Works Admin.							
100-3100-46430	Special Collection Fees	ROSA KIM	REFUND SPECIAL PICKUP FEE	03192026	03/25/26	50.00	58826
100-3100-51330	Uniform Expense	DAN OPPERMANN	REIMBURSEMENT FOR UNIFORM	OPPERMANN_MARCH2	03/25/26	70.29	58794
100-3100-51330	Uniform Expense	MIGUEL VILLARREAL	REIMBURSEMENT FOR UNIFORM	VILLARREAL_MARCH	03/25/26	188.95	58813
100-3100-51900	WAA Forestry Conference hc	HYATT REGENCY GREEN BA	WAA Forestry Conference hotel room	02/28/2026	03/24/26	286.44	3399
100-3100-51900	WAA Forestry Conference hc	HYATT REGENCY GREEN BA	WAA Forestry Conference hotel room	02/28/2026	03/24/26	286.44	3399
100-3100-51900	WAA Forestry Conference re	WISCONSIN ARBORISTS AS	WAA Forestry Conference registratio	02/28/2026	03/24/26	975.00	3399
100-3100-51900	APWA facilities & grounds	WWW.APWA.NET	APWA facilities & grounds mgmt cert	02/28/2026	03/24/26	150.00	3399
100-3100-52230	Phone and Internet	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	15266901030726	03/25/26	249.00	58786
100-3100-52230	Phone and Internet	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	15266901030726	03/25/26	160.00	58786
100-3100-53100	metal ruler dpw office	AMAZON MKTPL*LP4E89JR3	metal ruler dpw office	02/28/2026	03/24/26	9.72	3399
100-3100-53100	pens	OFFICE DEPOT #141	pens	02/28/2026	03/24/26	11.99	3399
100-3100-54150	Safety Expenses	CINTAS	MEDICAL CABINET STOCK	5322715507	03/25/26	25.22	58788
100-3100-54150	Safety Expenses	CONCENTRA HEALTH SERVI	BREATH ALCOHOL TEST	18956282	03/25/26	55.00	58791
100-3100-54450	Property Damage - reimburs	GRAYBAR ELECTRIC CO.,	OAKALND HAVE KNOCKDOWN BY WM	9352253091	03/25/26	1,550.92	58799
100-3100-55100	Liability & Property Insur	R & R INSURANCE SERVIC	LIABILITY INS-2026 INSTALLMENT #2	3367538	03/25/26	5,692.23	58822
100-3100-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2026 - INSTALL	3367539	03/25/26	12,740.04	58822
Total For Dept 3100 Public Works Admin.						22,501.24	
Dept 3230 Bldg Maint - Public Works							
100-3230-53350	Outsourced Repairs	J.M. BRENNAN, INC.	LIBRARY DRIVE CONTROLLER ON BOILER	11036012	03/25/26	428.80	58806
100-3230-53350	Outsourced Repairs	J.M. BRENNAN, INC.	VH STEAM TRAP SURVEY	11036009	03/25/26	1,490.20	58806
100-3230-53350	Outsourced Repairs	J.M. BRENNAN, INC.	DPW UH NOT WORKING	11036010	03/25/26	428.80	58806
100-3230-53350	Outsourced Repairs	ORKIN COMMERCIAL SERVI	DPW EXTERMINATING	295032373	03/25/26	133.34	58817
100-3230-53500	air blow off flat jet nozz	AMAZON MKTPL*0T0Z76283	air blow off flat jet nozzle	02/28/2026	03/24/26	21.98	3399
100-3230-53500	DPW toilet paper, paper to	AMAZON MKTPL*B98NR90B2	DPW toilet paper, paper towels, and	02/28/2026	03/24/26	243.27	3399
100-3230-53500	DPW visor transmitter 4 ch	AMAZON MKTPL*W126S7C03	DPW visor transmitter 4 channel	02/28/2026	03/24/26	95.01	3399
100-3230-53500	carabiner clips	AMAZON MKTPL*ZR1RW8MR3	carabiner clips	02/28/2026	03/24/26	31.98	3399
100-3230-53500	PD smart sensors	Amazon.com*6V3SI22B3	PD smart sensors	02/28/2026	03/24/26	99.99	3399
100-3230-53500	DPW visor transmitter 2 ch	Amazon.com*B98NN4OX2	DPW visor transmitter 2 channel	02/28/2026	03/24/26	67.53	3399
100-3230-53500	air purifier filters for I	Amazon.com*X01DA47D3	air purifier filters for DPW	02/28/2026	03/24/26	98.99	3399
100-3230-53500	VH dsps online fee	DSPS E SERVICE FEE COM	VH dsps online fee	02/28/2026	03/24/26	1.13	3399
100-3230-53500	village center/public libr	DSPS E SERVICE FEE COM	village center/public library dsps	02/28/2026	03/24/26	1.13	3399
100-3230-53500	VH dsps	DSPS EPAY ISE	VH dsps	02/28/2026	03/24/26	50.00	3399
100-3230-53500	village center/public libr	DSPS EPAY ISE	village center/public library dsps	02/28/2026	03/24/26	50.00	3399
100-3230-53500	DPW filters	GRIZZLY INDUSTRIAL PHO	DPW filters	02/28/2026	03/24/26	619.00	3399
100-3230-53500	PD led lamps	LED LIGHTIN	PD led lamps	02/28/2026	03/24/26	240.52	3399
100-3230-53500	water office heater	PARTS USA	water office heater	02/28/2026	03/24/26	129.95	3399
100-3230-53500	DPW upper garage ventor as	SUPPLYHOUSE.COM	DPW upper garage ventor assembly	02/28/2026	03/24/26	512.04	3399
100-3230-53500	cage unit for hoffman spec	SUPPLYHOUSE.COM	cage unit for hoffman specialty tra	02/28/2026	03/24/26	111.74	3399
100-3230-53500	PD indoor sensor	SUPPLYHOUSE.COM	PD indoor sensor	02/28/2026	03/24/26	54.87	3399

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 100 General Fund							
Dept 3230 Bldg Maint - Public Works							
100-3230-53500	Dept/Program Supplies	ALSCO, INC.	SHOP TOWELS	IMIL2203283	03/25/26	87.47	58781
100-3230-53500	Dept/Program Supplies	BLIFFERT LUMBER	COUPLER	2603-711853	03/25/26	9.10	58785
100-3230-53500	Dept/Program Supplies	BLIFFERT LUMBER	ADAPTER	2603-711044	03/25/26	23.29	58785
100-3230-53500	Dept/Program Supplies	BLIFFERT LUMBER	BRASS ADAPTER	2603-710549	03/25/26	3.42	58785
100-3230-53500	Dept/Program Supplies	GRAINGER W W INC	AIR FRESHENER REFILLS	9836023086	03/25/26	213.24	58798
100-3230-53500	Dept/Program Supplies	HOME DEPOT CREDIT SERV	DPW TOOLS	6016649	03/25/26	463.94	58804
100-3230-53500	Dept/Program Supplies	HOME DEPOT CREDIT SERV	WAX RINGS	9034525	03/25/26	16.96	58804
100-3230-53500	Dept/Program Supplies	HOME DEPOT CREDIT SERV	GLOVES AND TIDE	2520300	03/25/26	174.14	58804
100-3230-54160	Hubbard Lodge/ River Club	ORKIN COMMERCIAL SERVI	BANQUET HALL EXTERMINATING	295034152	03/25/26	102.60	58817
100-3230-54160	Hubbard Lodge/ River Club	ORKIN COMMERCIAL SERVI	HUBBARD LODGE EXTERMINATING	295032522	03/25/26	149.87	58817
Total For Dept 3230 Bldg Maint - Public Works						6,154.30	
Dept 3300 Municipal Garage							
100-3300-52200	DPW GARGAGE	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - FEBRUARY	5862671760	03/23/26	292.98	3400
100-3300-52200	COMPACTOR	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - FEBRUARY	5862671760	03/23/26	2,163.06	3400
100-3300-52210	DPW GAS	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - FEBRUARY	5862671760	03/23/26	2,104.08	3400
100-3300-53400	truck 30 tail light and bu	160 KEYSTONE AUTOMOTIV	truck 30 tail light and bumper	02/28/2026	03/24/26	862.97	3399
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	SQUAD 10	894244	03/25/26	154.99	58778
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	SHOP STOCK	893142	03/25/26	20.04	58778
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	SHOP STOCK	893901	03/25/26	33.60	58778
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	SHOP STOCK	893386	03/25/26	81.12	58778
100-3300-53400	Vehicle Maintenance	AIRGAS USA, LLC	CYLINDER RENTAL 2/1 TO 2/28	5522820157	03/25/26	338.10	58779
100-3300-53400	Vehicle Maintenance	GRAINGER W W INC	OIL BASED LIQUID ABSORBING PADS	9830006566	03/25/26	71.32	58798
100-3300-53400	Vehicle Maintenance	GRAINGER W W INC	PASTE AND LUBE BRUSH	9829360719	03/25/26	9.98	58798
100-3300-53400	Vehicle Maintenance	HOME DEPOT CREDIT SERV	TRI-BALL MOUNT AND PENLIGHT WITH L	7033616	03/25/26	147.92	58804
100-3300-53400	Vehicle Maintenance	MOTION & CONTROL ENTER	CRIMP HOSE	G26284-001	03/25/26	242.04	58815
100-3300-53400	Vehicle Maintenance	MOTION & CONTROL ENTER	CRIMP HOSE	G25328-001	03/25/26	70.15	58815
100-3300-53400	Vehicle Maintenance	TERMINAL SUPPLY	SHRINK TUBING	98371-00	03/25/26	61.79	58834
100-3300-53410	Fuel and Oil	ROTE OIL - CEDARBURG	UNLEADED FUEL	23488	03/25/26	1,877.46	58827
100-3300-53410	Fuel and Oil	ROTE OIL - CEDARBURG	DIESEL FUEL	23489	03/25/26	1,650.40	58827
Total For Dept 3300 Municipal Garage						10,182.00	
Dept 3430 Street Lights							
100-3430-52200.01-00	Electric - Street Lightin	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - FEBRUARY	5862671760	03/23/26	8,256.52	3400
100-3430-52200.01-00	Electric - Street Lightin	WE ENERGIES - CONSOLID	ALLEY LIGHT 4305 N MARLBOROUGH	5847196558	03/25/26	652.27	58838
100-3430-52200.02-00	Electric - Traffic Devices	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - FEBRUARY	5862671760	03/23/26	877.43	3400
100-3430-53500	light meter	AMAZON MKTPL*B01BE9R93	light meter	02/28/2026	03/24/26	31.76	3399
100-3430-53500	Supplies - Street Lightin	DIGGERS HOTLINE INC	DIGGER TICKETS - FEB	260255101	03/25/26	121.20	58796
100-3430-53500	Supplies - Street Lightin	GRAYBAR ELECTRIC CO.,	LIGHT CONNECTOR	9352314882	03/25/26	985.68	58799
100-3430-53510	Supplies - Traffic Devices	TAPCO	CAPITOL AND LAKE SIGNAL ISSUE	I820757	03/25/26	253.75	58833
100-3430-53510	Supplies - Traffic Devices	TAPCO	CAPITOL AND LAKE FIBER CONNECTION	I820356	03/25/26	217.50	58833
Total For Dept 3430 Street Lights						11,396.11	
Dept 3510 Refuse Disposal							
100-3510-53510	Supplies - Recycling	REFRIGERANT DEPOT LLC	E-WASTE RECYCLING	2340	03/25/26	1,465.00	58824
Total For Dept 3510 Refuse Disposal						1,465.00	
Dept 3610 Forestry							
100-3610-53500	forestry planting supplies	AMAZON MKTPL*TS83I5V3	forestry planting supplies green wi	02/28/2026	03/24/26	72.71	3399
100-3610-53500	justin safety helmet	ARBSESS*	justin safety helmet	02/28/2026	03/24/26	131.94	3399
100-3610-53500	return of safety helmet	ARBSESS*	return of safety helmet	02/28/2026	03/24/26	(149.95)	3399
100-3610-53500	shipping for return of for	USPS PO 5675860211	shipping for return of forestry saf	02/28/2026	03/24/26	11.80	3399
Total For Dept 3610 Forestry						66.50	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 100 General Fund							
Dept 3620 Parks and Beautification							
100-3620-52200	GHOST TRAIN	WE ENERGIES - CONSOLID GAS/ELECTRIC USAGE - FEBRUARY		5862671760	03/23/26	150.73	3400
100-3620-52200	HUBBARD PARK	WE ENERGIES - CONSOLID GAS/ELECTRIC USAGE - FEBRUARY		5862671760	03/23/26	196.54	3400
100-3620-52200	HUMBLE PARK	WE ENERGIES - CONSOLID GAS/ELECTRIC USAGE - FEBRUARY		5862671760	03/23/26	28.72	3400
100-3620-52200	ATWATER BEACH	WE ENERGIES - CONSOLID GAS/ELECTRIC USAGE - FEBRUARY		5862671760	03/23/26	175.93	3400
100-3620-52210	RIVER CLUB GAS	WE ENERGIES - CONSOLID GAS/ELECTRIC USAGE - FEBRUARY		5862671760	03/23/26	38.21	3400
Total For Dept 3620 Parks and Beautification						590.13	
Total For Fund 100 General Fund						364,515.25	
Fund 200 Library							
Dept 0000							
200-0000-24213	Sales Tax Due State	WI DEPT OF REVENUE - S SALES TAX - FEBRUARY		02282026	03/30/26	94.68	3409
Total For Dept 0000						94.68	
Dept 5110 Library							
200-5110-52200	ELECTRIC-LIBRARY	WE ENERGIES - CONSOLID GAS/ELECTRIC USAGE - FEBRUARY		5862671760	03/23/26	2,156.64	3400
200-5110-52210	LIBRARY GAS	WE ENERGIES - CONSOLID GAS/ELECTRIC USAGE - FEBRUARY		5862671760	03/23/26	1,421.08	3400
200-5110-52230	Phone and Internet (villa	CHARTER COMMUNICATIONS SPECTRUM SERVICES - MARCH		15266901030726	03/25/26	25.34	58786
200-5110-52910	Email distribution subscri	CCI*CONSTANT-CONTACT Email distribution subscription		02/28/2026	03/24/26	185.33	3399
200-5110-53100	Batteries	Amazon.com*338MC2M23 Batteries		02/28/2026	03/24/26	19.79	3399
200-5110-53100	Diaper Pail (minus store c	Amazon.com*4Y0AZ8R23 Diaper Pail (minus store credit)		02/28/2026	03/24/26	31.96	3399
200-5110-53200	K. Champagne Membership fe	WISCONSIN LIBRARY ASSO K. Champagne Membership fees		02/28/2026	03/24/26	156.12	3399
200-5110-53720	Barrons monthly subscrip	J*BARRONS Barrons monthly subscription		02/28/2026	03/24/26	31.76	3399
200-5110-53720	Wall Street Journal monthl	J*WSJ Wall Street Journal monthly subscri		02/28/2026	03/24/26	244.60	3399
200-5110-53720	Periodicals	CHICAGO TRIBUNE 13 WEEK TRIBUNE SUBSCRIPTION		032026 60433480	03/25/26	676.49	58787
200-5110-54000	Twine (later returned)	AMAZON MKTPL*5Q2ZD46L3 Twine (later returned)		02/28/2026	03/24/26	5.99	3399
200-5110-54000	iPad cases-Teen Programm	AMAZON MKTPL*5X2AX84G3 iPad cases-Teen Programming		02/28/2026	03/24/26	23.04	3399
200-5110-54000	Heart stickers (later retu	AMAZON MKTPL*711LY8ER3 Heart stickers (later returned)		02/28/2026	03/24/26	6.99	3399
200-5110-54000	Button-making supplies-wir	AMAZON MKTPL*8725W7SJ3 Button-making supplies-winter readi		02/28/2026	03/24/26	67.98	3399
200-5110-54000	YA Prog. Lights, Jewelrly f	AMAZON MKTPL*8X9UV8H83 YA Prog. Lights, Jewelry findings,		02/28/2026	03/24/26	28.91	3399
200-5110-54000	Kids' Programming-batterie	AMAZON MKTPL*A81YR1UT3 Kids' Programming-batteries, duck t		02/28/2026	03/24/26	18.28	3399
200-5110-54000	Kids' Programming	AMAZON MKTPL*JD7QT9WN3 Kids' Programming		02/28/2026	03/24/26	41.97	3399
200-5110-54000	Claw clasps (later returne	AMAZON MKTPL*XK5KE39I3 Claw clasps (later returned)		02/28/2026	03/24/26	8.69	3399
200-5110-54000	Candyland board game	Amazon.com*9V5PT5WB3 Candyland board game		02/28/2026	03/24/26	12.98	3399
200-5110-54000	Stock photos	DREAMSTIMECOM Stock photos		02/28/2026	03/24/26	25.00	3399
200-5110-54000	TAB meeting snacks	METRO MARKET #893 TAB meeting snacks		02/28/2026	03/24/26	16.99	3399
200-5110-54000	Stuffed Animal Sleepover	METRO MARKET #893 Stuffed Animal Sleepover		02/28/2026	03/24/26	41.32	3399
200-5110-54000	Valentine stickers, super	TARGET.COM Valentine stickers, super glue		02/28/2026	03/24/26	22.21	3399
200-5110-55100	Liability & Property Insur	R & R INSURANCE SERVIC LIABILITY INS-2026 INSTALLMENT #2		3367538	03/25/26	613.08	58822
200-5110-55110	Workers Comp	R & R INSURANCE SERVIC WORKERS COMPENSATION 2026 - INSTALL		3367539	03/25/26	307.77	58822
Total For Dept 5110 Library						6,190.31	
Dept 5111 Adult Materials							
200-5111-53730	Book-Haunted Nights in WI	Amazon.com*BH0TA50A3 Book-Haunted Nights in WI		02/28/2026	03/24/26	19.95	3399
200-5111-53730	Materials	INGRAM LIBRARY SERVICE ADULT NON FICTION		94250593	03/25/26	39.15	58805
200-5111-53730	Materials	INGRAM LIBRARY SERVICE ADULT FICTION-SCIFI		94250602	03/25/26	16.70	58805
200-5111-53730	Materials	INGRAM LIBRARY SERVICE ADULT FICTION		94250604	03/25/26	29.69	58805
200-5111-53730	Materials	INGRAM LIBRARY SERVICE ADULT NON FICTION		94250606	03/25/26	25.23	58805
200-5111-53730	Materials	INGRAM LIBRARY SERVICE LARGE PRINT		94250608	03/25/26	13.27	58805
200-5111-53730	Materials	INGRAM LIBRARY SERVICE ADULT FICTION - ROMANCE		94250612	03/25/26	26.20	58805
200-5111-53730	Materials	INGRAM LIBRARY SERVICE ADULT NON FICTION		94250616	03/25/26	17.98	58805
200-5111-53730	Materials	INGRAM LIBRARY SERVICE ADULT NON FICTION		94250619	03/25/26	264.82	58805
200-5111-53730	Materials	INGRAM LIBRARY SERVICE ADULT FICTION		94290464	03/25/26	36.11	58805

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 200 Library							
Dept 5111 Adult Materials							
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION-ROMANCE	94290465	03/25/26	17.49	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94290467	03/25/26	14.97	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION-SCIFI	94290473	03/25/26	17.18	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94290474	03/25/26	16.58	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94290475	03/25/26	120.19	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94218087	03/25/26	81.56	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94218089	03/25/26	76.58	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE LARGE PRINT	94218090	03/25/26	44.00	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94218093	03/25/26	10.84	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94218095	03/25/26	44.04	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94218098	03/25/26	11.44	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94218100	03/25/26	15.08	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94218103	03/25/26	58.69	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94218105	03/25/26	42.38	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94218106	03/25/26	10.84	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94218109	03/25/26	16.62	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94218111	03/25/26	16.31	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94602123	03/25/26	81.40	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94328479	03/25/26	73.98	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94328482	03/25/26	46.49	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - SCIFI	94328483	03/25/26	10.82	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94328486	03/25/26	11.46	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94328488	03/25/26	17.71	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94328490	03/25/26	22.44	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94328494	03/25/26	18.00	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94405522	03/25/26	11.56	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94405524	03/25/26	51.62	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94405527	03/25/26	16.82	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94405528	03/25/26	15.35	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94405529	03/25/26	34.76	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - SCIFI	94782089	03/25/26	12.06	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94782095	03/25/26	141.90	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE LARGE PRINT	94782096	03/25/26	18.66	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94869406	03/25/26	25.98	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94890246	03/25/26	16.01	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94890251	03/25/26	26.74	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94890257	03/25/26	16.57	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE LARGE PRINT	94890258	03/25/26	20.46	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94890264	03/25/26	12.03	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94963078	03/25/26	14.96	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94963081	03/25/26	115.81	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE LARGE PRINT	94963082	03/25/26	20.54	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE AF - SCIFI	94963083	03/25/26	32.14	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94963084	03/25/26	94.46	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94963090	03/25/26	17.98	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94963092	03/25/26	14.99	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94250596	03/25/26	16.64	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94250601	03/25/26	43.16	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94250607	03/25/26	64.61	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - SCIFI	94250609	03/25/26	13.78	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94539264	03/25/26	16.13	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94539266	03/25/26	11.50	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94539268	03/25/26	28.99	58805

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Fund 200 Library							
Dept 5111 Adult Materials							
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94556385	03/25/26	34.39	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94574721	03/25/26	16.74	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94574723	03/25/26	82.64	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94602129	03/25/26	86.40	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE LARGE PRINT BKS	94602124	03/25/26	41.01	58805
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - SCIFI	94602125	03/25/26	16.64	58805
200-5111-53740	DVD's	MIDWEST TAPE LLC	MOVIE DVD	508552161	03/25/26	22.49	58812
200-5111-53740	DVD's	MIDWEST TAPE LLC	MOVIE DVDS	508552162	03/25/26	161.93	58812
200-5111-53750	Audiobooks	INGRAM LIBRARY	SERVICE AUDIOBOOK ON CD	94250603	03/25/26	19.31	58805
200-5111-53750	Audiobooks	INGRAM LIBRARY	SERVICE AUDIOBOOK ON CD	94267754	03/25/26	27.88	58805
200-5111-53750	Audiobooks	INGRAM LIBRARY	SERVICE AUDIOBOOKS ON CD	94869404	03/25/26	57.15	58805
200-5111-53750	Audiobooks	INGRAM LIBRARY	SERVICE AUDIOBOOK ON CD	95180989	03/25/26	50.69	58805
200-5111-53750	Audiobooks	INGRAM LIBRARY	SERVICE AUDIOBOOK ON CD	94556384	03/25/26	41.01	58805
200-5111-53770	Vinyl records	AMAZON MKTPL*GQ8IH1KD3	Vinyl records	02/28/2026	03/24/26	56.34	3399
200-5111-53770	Vinyl record	Amazon.com*3L9K50HW3	Vinyl record	02/28/2026	03/24/26	27.99	3399
200-5111-53770	Vinyl records	Amazon.com*AC5XG46X3	Vinyl records	02/28/2026	03/24/26	331.08	3399
200-5111-53770	Vinyl record	Amazon.com*B91XY9K52	Vinyl record	02/28/2026	03/24/26	32.99	3399
200-5111-53770	Vinyl record	Amazon.com*ZI2DT9DO3	Vinyl record	02/28/2026	03/24/26	19.99	3399
200-5111-53770	Music	MIDWEST TAPE LLC	MUSIC CDS	508551858	03/25/26	366.87	58812
Total For Dept 5111 Adult Materials						3,805.94	
Dept 5112 Childrens Materials							
200-5112-53730	Kids' Press Start books	AMAZON MKTPL*2E8A13SF3	Kids' Press Start books	02/28/2026	03/24/26	89.99	3399
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94250594	03/25/26	10.56	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94250598	03/25/26	22.31	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV-NF	94250614	03/25/26	11.05	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV-NF	94267756	03/25/26	11.78	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94218088	03/25/26	42.60	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94218091	03/25/26	19.29	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV - NON FICTION	94218096	03/25/26	26.04	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94218099	03/25/26	32.63	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94218101	03/25/26	10.51	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94218104	03/25/26	10.50	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94218110	03/25/26	18.81	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94218112	03/25/26	11.07	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV-NF	94782090	03/25/26	9.94	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94782091	03/25/26	33.26	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94782103	03/25/26	19.73	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV-NF	94869405	03/25/26	54.21	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV-NF	94869407	03/25/26	28.00	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94890244	03/25/26	10.49	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV-NF	94890247	03/25/26	10.50	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94890248	03/25/26	66.36	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94890249	03/25/26	18.75	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94890250	03/25/26	19.84	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94890252	03/25/26	20.44	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV-NF	94890254	03/25/26	12.16	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94890260	03/25/26	18.04	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV-NF	94890261	03/25/26	21.00	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94963077	03/25/26	8.30	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94963079	03/25/26	18.86	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94963080	03/25/26	10.53	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV-NF	94963085	03/25/26	11.11	58805

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 200 Library							
Dept 5112 Childrens Materials							
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94250597	03/25/26	10.02	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94250610	03/25/26	11.27	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94250611	03/25/26	10.49	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94267755	03/25/26	22.13	58805
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94602132	03/25/26	27.97	58805
200-5112-53740	DVD's	MIDWEST TAPE LLC	KIDS MUSIC, DVDS, AUDIOBOOK CDS	508552160	03/25/26	37.48	58812
200-5112-53750	Audiobooks / Music	MIDWEST TAPE LLC	KIDS MUSIC, DVDS, AUDIOBOOK CDS	508552160	03/25/26	11.89	58812
200-5112-53750	Audiobooks / Music	MIDWEST TAPE LLC	KIDS MUSIC, DVDS, AUDIOBOOK CDS	508552160	03/25/26	79.98	58812
Total For Dept 5112 Childrens Materials						919.89	
Dept 5113 Young Adult Materials							
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94250617	03/25/26	13.76	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94267757	03/25/26	34.41	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94267758	03/25/26	29.44	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94267759	03/25/26	27.07	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94290472	03/25/26	21.27	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94290476	03/25/26	56.03	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94218094	03/25/26	20.84	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94218102	03/25/26	11.63	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94218107	03/25/26	13.84	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94218108	03/25/26	25.98	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94218113	03/25/26	11.06	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94218114	03/25/26	10.86	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94328481	03/25/26	22.16	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94328493	03/25/26	12.49	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94405523	03/25/26	22.40	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94782099	03/25/26	13.75	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94890245	03/25/26	8.23	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94890253	03/25/26	12.15	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94963086	03/25/26	33.43	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94963087	03/25/26	34.02	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94250599	03/25/26	10.89	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94250613	03/25/26	24.88	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94482926	03/25/26	11.77	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94574719	03/25/26	11.17	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94574726	03/25/26	11.16	58805
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94574729	03/25/26	12.21	58805
Total For Dept 5113 Young Adult Materials						516.90	
Dept 5121 GMF - enhanced							
200-5121-53700	Domes Attraction Pass	MKE DOMES PURCHASE	Domes Attraction Pass	02/28/2026	03/24/26	500.00	3399
200-5121-53700	Domes Attraction Pass	MKE DOMES PURCHASE	Domes Attraction Pass	02/28/2026	03/24/26	500.00	3399
200-5121-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE LANGE-MYS	94267760	03/25/26	65.23	58805
200-5121-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE LANGE - MYSTERY	94218097	03/25/26	16.05	58805
200-5121-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE LANGE - MYSTERY	94328485	03/25/26	16.61	58805
200-5121-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE LANGE - MYSTERY	94328492	03/25/26	103.66	58805
200-5121-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE LANGE-MYSTERY	94890262	03/25/26	16.57	58805
200-5121-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE LANGE - JUV	94963091	03/25/26	12.51	58805
200-5121-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE LANGE - JUV	94890263	03/25/26	54.14	58805
200-5121-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE LANGE - MYSTERY	94250615	03/25/26	16.58	58805
200-5121-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE LANGE - MYSTERY	94574728	03/25/26	16.62	58805
200-5121-53700	Collection Enhancements	KANOPY INC.	STREAMING SERVICE	KDEP-25571	03/25/26	6,000.00	58809
200-5121-54010	Language - Shorewood Reads Es	AMAZON MKTPL*A67BK6Q83	Lange - Shorewood Reads Escape Room	02/28/2026	03/24/26	53.88	3399

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Fund 200 Library							
Dept 5121 GMF - enhanced							
200-5121-54010	Lange - Shorewood Reads, c	AMAZON MKTPL*B12L62DH3	Lange - Shorewood Reads, cameras, E	02/28/2026	03/24/26	152.86	3399
200-5121-54010	Lange - Shorewood Reads Es	AMAZON MKTPL*B98BU3UJ2	Lange - Shorewood Reads Escape Room	02/28/2026	03/24/26	43.59	3399
200-5121-54010	Lange - Shorewood Reads Es	AMAZON MKTPL*BL8VF12D2	Lange - Shorewood Reads Escape Room	02/28/2026	03/24/26	17.48	3399
200-5121-54010	Lange - Shorewood Reads Es	AMAZON MKTPL*ZI65K8853	Lange - Shorewood Reads Escape Room	02/28/2026	03/24/26	65.12	3399
200-5121-54010	Lange - Shorewood Reads Es	GOODWILL RETAIL #041	Lange - Shorewood Reads Escape Room	02/28/2026	03/24/26	13.62	3399
200-5121-54010	Program Enhancements	LIAM CALLANAN	WRITERS TALK HONORARIUM	SWRDS CALLANAN	03/25/26	150.00	58811
200-5121-54010	Program Enhancements	PHILIP CHARD	HAPPINESS PROGRAM FOR SW READS	SWRDS CHARD	03/25/26	300.00	58818
200-5121-54010	Program Enhancements	ROCHELLE MELANDER	WRITERS TALK HONORARIUM	SWRDS MELANDER	03/25/26	150.00	58825
200-5121-54010	Program Enhancements	SHOREWOOD PRESS	150 SW READS BROCHURES	12154	03/25/26	70.00	58830
200-5121-54010	Program Enhancements	SHOREWOOD PRESS	150 SW READS BROCHURES	12180	03/25/26	70.00	58830
200-5121-54010	Program Enhancements	VALERIE BIEL	WRITERS TALK HONORARIUM	SWRDS BIEL	03/25/26	150.00	58836
200-5121-56140	Period pads for public	SP AUNT FLOW	Period pads for public	02/28/2026	03/24/26	162.00	3399
Total For Dept 5121 GMF - enhanced						8,716.52	
Dept 5122 Friends - enhanced							
200-5122-53700	Collection Enhancements	HARLEY-DAVIDSON MUSEUM ANNUAL MUSEUM PASS (FRIENDS)		H-DMUSEUM 2026	03/25/26	500.00	58801
200-5122-53700	Collection Enhancements	INGRAM LIBRARY SERVICE FRIENDS - REPLACEMENTS		94218086	03/25/26	25.36	58805
200-5122-53700	Collection Enhancements	INGRAM LIBRARY SERVICE FRIENDS - JUV REPLACE		94218092	03/25/26	8.28	58805
200-5122-53700	Collection Enhancements	INGRAM LIBRARY SERVICE FRIENDS - WORLD LANG		94869403	03/25/26	23.17	58805
200-5122-53700	Collection Enhancements	INGRAM LIBRARY SERVICE FRIENDS JUV REPLACE		94869408	03/25/26	27.74	58805
200-5122-53700	Collection Enhancements	INGRAM LIBRARY SERVICE FRIENDS - TRAVEL		94890255	03/25/26	28.29	58805
200-5122-53700	Collection Enhancements	INGRAM LIBRARY SERVICE FRIENDS JUV REPLACE		94963088	03/25/26	5.26	58805
200-5122-53700	Collection Enhancements	INGRAM LIBRARY SERVICE FRIENDS - REPLACEMENTS		94250605	03/25/26	24.13	58805
200-5122-53700	Collection Enhancements	INGRAM LIBRARY SERVICE FRIEND OF YEAR BOOK		94482925	03/25/26	45.42	58805
200-5122-53700	Collection Enhancements	INGRAM LIBRARY SERVICE JUV		94482927	03/25/26	42.78	58805
200-5122-53700	Collection Enhancements	INGRAM LIBRARY SERVICE FRIENDS - TRAVEL		94574727	03/25/26	17.63	58805
200-5122-53700	Collection Enhancements	MIDWEST TAPE LLC	FRIENDS - TV SERIES	508552163	03/25/26	23.99	58812
200-5122-53760	Lucky Day	INGRAM LIBRARY SERVICE FRIENDS LUCKY DAY		94250600	03/25/26	31.12	58805
200-5122-53760	Lucky Day	INGRAM LIBRARY SERVICE FRIENDS LUCKY DAY		94250618	03/25/26	68.62	58805
200-5122-53760	Lucky Day	INGRAM LIBRARY SERVICE FRIENDS LUCKY DAY		94218115	03/25/26	286.36	58805
200-5122-53760	Lucky Day	INGRAM LIBRARY SERVICE FRIENDS LUCKY DAY		94250595	03/25/26	50.00	58805
200-5122-53760	Lucky Day	INGRAM LIBRARY SERVICE FRIENDS LUCKY DAY		94890265	03/25/26	88.52	58805
200-5122-54010	Friends-Telescope -Solar	AMAZON MKTPL*1K8359CU3	Friends-Telescope -Solar System Pro	02/28/2026	03/24/26	88.19	3399
200-5122-54010	Friends- Tonies boxes	AMAZON MKTPL*IW38V9UY3	Friends- Tonies boxes	02/28/2026	03/24/26	20.73	3399
Total For Dept 5122 Friends - enhanced						1,405.59	
Dept 5123 Other - enhanced							
200-5123-54010	Star stickers- winter reac	AMAZON MKTPL*YX0LG8L03	Star stickers- winter reading progr	02/28/2026	03/24/26	7.99	3399
Total For Dept 5123 Other - enhanced						7.99	
Total For Fund 200 Library						21,657.82	
Fund 210 Senior Services							
Dept 4600 Senior Services							
210-4600-55100	Liability & Property Insur	R & R INSURANCE SERVIC	LIABILITY INS-2026 INSTALLMENT #2	3367538	03/25/26	102.93	58822
210-4600-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2026 - INSTALL	3367539	03/25/26	44.54	58822
Total For Dept 4600 Senior Services						147.47	
Dept 4650 SRC Benjamin Services							
210-4650-51900	continued education	CE*OCCUPATIONALTHERAPY	continued education	02/28/2026	03/24/26	129.00	3399
210-4650-52100	Professional Fees	DEWITT CLINTON, LLOYD	YOGA	MAR2026	03/25/26	150.00	58795
210-4650-52100	Professional Fees	JEWISH HOME & CARE CEN	BRAIN POWER	MAR2026	03/25/26	100.00	58807
210-4650-52100	Professional Fees	MILEWSKI, SHERROD	QIGONG	MAR2026	03/25/26	240.00	58814

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Fund 210 Senior Services							
Dept 4650 SRC Benjamin Services							
210-4650-52100	Professional Fees	PHILIP CHARD	PHILIP CHARD PROGRAM	APR26	03/25/26	200.00	58819
210-4650-52100	Professional Fees	SERVING OLDER ADULTS O	JAN FEB TECH CONNECT 2026	3329	03/25/26	150.00	58829
210-4650-52100	Professional Fees	SERVING OLDER ADULTS O	JAN FEB TECH CONNECT 2026	3329	03/25/26	150.00	58829
210-4650-52100	Professional Fees	WORBY, TRINA N.	FALL RISK REDUCTION	MAR2026	03/25/26	400.00	58841
210-4650-52990	Program Snacks and batteri	AMAZON MKTPL*503WK2063	Program Snacks and batteries	02/28/2026	03/24/26	119.70	3399
210-4650-52990	Box lunch Refreshments	CORNER BAKERY CAFE SHO	Box lunch Refreshments	02/28/2026	03/24/26	307.50	3399
210-4650-52990	Shorewood Blend Refreshmer	JOHNSTONS BAKERY	Shorewood Blend Refreshments	02/28/2026	03/24/26	14.70	3399
210-4650-52990	Refreshments	JOHNSTONS BAKERY	Refreshments	02/28/2026	03/24/26	54.00	3399
210-4650-52990	Box Lunch	NORTH SHORE BOULANGERI	Box Lunch	02/28/2026	03/24/26	1,430.00	3399
210-4650-52990	Refreshments	TRADER JOE S #711	Refreshments	02/28/2026	03/24/26	88.50	3399
210-4650-53100	office supplies	AMAZON MKTPL*7G4UQ5PN3	office supplies	02/28/2026	03/24/26	51.77	3399
210-4650-53500	Program supplies Feb. Box	SENDIKS ON DOWNER LLC	Program supplies Feb. Box lunch Act	02/28/2026	03/24/26	7.37	3399
210-4650-53500	Program supplies Feb. Box	SENDIKS ON DOWNER LLC	Program supplies Feb. Box lunch Act	02/28/2026	03/24/26	10.80	3399
210-4650-54000	Cuppa Joe	EINSTEIN BROS BAGELS14	Cuppa Joe	02/28/2026	03/24/26	30.67	3399
210-4650-54000	SRC Programming	KOPCZYNSKI, ANTHONY	DANCE PARTY MUSICIANS	MAR2026	03/25/26	200.00	58810
210-4650-56130	SRC refrigerator	GRAND APPLIANCE AR INV	SRC refrigerator	02/28/2026	03/24/26	1,388.00	3399
Total For Dept 4650 SRC Benjamin Services						5,222.01	
Total For Fund 210 Senior Services						5,369.48	
Fund 230 Shorewood Today							
Dept 1910 Shorewood Today							
230-1910-53120	monthly subscription for {BC.*BASECAMP 2 2870262	monthly subscription for Shorewood '02/28/2026		03/24/26	35.00	3399	
Total For Dept 1910 Shorewood Today						35.00	
Total For Fund 230 Shorewood Today						35.00	
Fund 300 Debt Service Fund							
Dept 8000 Debt Service							
300-8000-58100	Principal	US BANK CORP TRUST SER PR & INT 04/01/2026 2014A BONDS		04012026 2014A P	03/30/26	195,000.00	3406
300-8000-58200	Interest	US BANK CORP TRUST SER 2015A BONDS INTEREST 04012026		04012026 2015A II	03/30/26	75,287.50	3406
300-8000-58200	Interest	US BANK CORP TRUST SER PR & INT 04/01/2026 2014A BONDS		04012026 2014A P	03/30/26	29,587.50	3406
Total For Dept 8000 Debt Service						299,875.00	
Dept 9000 Other Financing Sources/Uses							
300-9000-49405	Transfers from TID 5	US BANK CORP TRUST SER 2015A BONDS INTEREST 04012026		04012026 2015A II	03/30/26	(75,287.50)	3406
Total For Dept 9000 Other Financing Sources/Uses						(75,287.50)	
Total For Fund 300 Debt Service Fund						224,587.50	
Fund 400 General Capital Projects							
Dept 1410 Manager							
400-1410-56120	Other Technology	ACP CREATIVIT, LLC	EHTERNET SWITCHES	INV373004	03/25/26	9,998.00	58777
Total For Dept 1410 Manager						9,998.00	
Dept 3410 Street and Alley							
400-3410-56320.25-05	Lake Drive 2025	WI DEPT OF TRANSPORTAT	LAKE DRIVE 1/31 TO 2/28	395-0000431439	03/25/26	56,764.98	58839
400-3410-56320.25-06	streetlight phase 2 PIM l	USPS PO 5675860211	streetlight phase 2 PIM letters pos	02/28/2026	03/24/26	156.00	3399
Total For Dept 3410 Street and Alley						56,920.98	
Dept 5700 Capital Related							
400-5700-56900	Anticipated Bonded Project	CRIVELLO, NICHOLS & HA	LEGAL SVCS-AFFORDABLE HOUSING PROJE	1302-233844	03/25/26	3,784.00	58793
Total For Dept 5700 Capital Related						3,784.00	

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Fund 400 General Capital Projects							
Total For Fund 400 General Capital Projects						70,702.98	
Fund 430 TID No. 3 Capital							
Dept 6600 TID Administration							
430-6600-53900	Miscellaneous Expenses	WI DEPT OF REVENUE - S	TID ADMIN FEE PAYMENTS 2026	2026 TID	03/30/26	150.00	3409
Total For Dept 6600 TID Administration						150.00	
Total For Fund 430 TID No. 3 Capital						150.00	
Fund 440 TID No. 4 Capital							
Dept 6600 TID Administration							
440-6600-53900	Miscellaneous Expenses	WI DEPT OF REVENUE - S	TID ADMIN FEE PAYMENTS 2026	2026 TID	03/30/26	150.00	3409
Total For Dept 6600 TID Administration						150.00	
Total For Fund 440 TID No. 4 Capital						150.00	
Fund 450 TID No. 5 Capital							
Dept 6600 TID Administration							
450-6600-53900	Miscellaneous Expenses	WI DEPT OF REVENUE - S	TID ADMIN FEE PAYMENTS 2026	2026 TID	03/30/26	150.00	3409
Total For Dept 6600 TID Administration						150.00	
Dept 9000 Other Financing Sources/Uses							
450-9000-59300	Transfers to Debt Service	US BANK CORP TRUST SER	2015A BONDS INTEREST 04012026	04012026 2015A II	03/30/26	75,287.50	3406
Total For Dept 9000 Other Financing Sources/Uses						75,287.50	
Total For Fund 450 TID No. 5 Capital						75,437.50	
Fund 600 Parking Utility							
Dept 0000							
600-0000-24213	Sales Tax Due State	WI DEPT OF REVENUE - S	SALES TAX - FEBRUARY	02282026	03/30/26	386.98	3409
Total For Dept 0000						386.98	
Dept 3900 Parking							
600-3900-52930	Credit Card Fees	MERCHANT SERVICES	ONLINE PARKING PAY PROCESSING-FEB 2	02282026	03/30/26	397.53	3403
600-3900-55100	Liability & Property Insur	R & R INSURANCE SERVIC	LIABILITY INS-2026 INSTALLMENT #2	3367538	03/25/26	53.70	58822
600-3900-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2026 - INSTALL	3367539	03/25/26	4.07	58822
Total For Dept 3900 Parking						455.30	
Total For Fund 600 Parking Utility						842.28	
Fund 610 Water Utility							
Dept 0000							
610-0000-28100	General Obligation Debt	US BANK CORP TRUST SER	PR & INT 04/01/2026 2014A BONDS	04012026 2014A P	03/30/26	45,000.00	3406
Total For Dept 0000						45,000.00	
Dept 3710 Water Administration							
610-3710-51900	WRWA Annual Tech Conf Gene	OPC MSC*SERVICE FEE 02	WRWA Annual Tech Conf General Regis	02/28/2026	03/24/26	15.00	3399
610-3710-51900	WRWA Annual Tech Conf Gene	OPC MSC*SERVICE FEE 02	WRWA Annual Tech Conf General Regis	02/28/2026	03/24/26	15.00	3399
610-3710-51900	WRWA Annual Technical Conf	OPC*WI RURAL WTR CONF	WRWA Annual Technical Conference Ge	02/28/2026	03/24/26	440.00	3399
610-3710-51900	WRWA Annual Technical Conf	OPC*WI RURAL WTR CONF	WRWA Annual Technical Conference Ge	02/28/2026	03/24/26	440.00	3399
610-3710-52230	Phone and Internet	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	15266901030726	03/25/26	125.00	58786
610-3710-52230	Phone and Internet	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	15266901030726	03/25/26	80.00	58786
610-3710-52910	BSA / GIS / Starnet	RUEKERT & MIELKE, INC	GIS SERVICES 1/24 TO 2/20	162603	03/25/26	328.00	58828
610-3710-52930	Credit Card Fees	INVOICE CLOUD	CREDIT CARD FEES - FEBRUARY	2194-2026 2	03/30/26	1,382.56	3402
610-3710-52930	Credit Card Fees	PAYMENTECH-CHASE	CREDIT CARD FEES - FEBRUARY	02282026	03/30/26	1,293.40	3404

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Fund 610 Water Utility							
Dept 3710 Water Administration							
610-3710-53100	continuous consumption to	AMAZON MKTPL*NF0CN4S23	continuous consumption toilet tabs	02/28/2026	03/24/26	75.90	3399
610-3710-53100	Office Supplies	JOHN SOCHA	REIMBURSEMENT FOR WMB DINNER	SOCHA_FEB26	03/25/26	56.66	58808
610-3710-54150	Safety Expenses	CINTAS	MEDICAL CABINET STOCK	5322715507	03/25/26	25.22	58788
610-3710-54720	PSC assessment	PUBLIC SERVICE COMM OF PSC	ASSESSMENT-RATE CASE	2602-I-05440	03/25/26	4,705.92	58820
610-3710-55100	Liability & Property Insur	R & R INSURANCE SERVIC	LIABILITY INS-2026 INSTALLMENT #2	3367538	03/25/26	2,165.91	58822
610-3710-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2026 - INSTALL	3367539	03/25/26	3,891.66	58822
Total For Dept 3710 Water Administration						15,040.23	
Dept 3730 Maint Mains							
610-3730-53500	Dept/Program Supplies	AMERICAN LEAK DETECTIO	WATER MAIN LEAK DETECTION 2524 MENL	00549558	03/25/26	585.00	58782
610-3730-53500	Dept/Program Supplies	AMERICAN LEAK DETECTIO	WATER MAIN LEAK DETECTION LAKE BLUF	00555198	03/25/26	585.00	58782
610-3730-53500	Dept/Program Supplies	AMERICAN LEAK DETECTIO	WATER MAIN LEAK DETECTION 4426 WOOD	00558092	03/25/26	585.00	58782
610-3730-53500	Dept/Program Supplies	DIGGERS HOTLINE INC	DIGGER TICKETS - FEB	260255101	03/25/26	121.20	58796
610-3730-53500	Dept/Program Supplies	USA BLUE BOOK	PAINT TO MARK SERVICE LINES	INV00981404	03/25/26	473.95	58835
Total For Dept 3730 Maint Mains						2,350.15	
Dept 3750 Maint Meters							
610-3750-53500	Dept/Program Supplies	HEIDER AND BOTT CO INC	METER PARTS	902711-000	03/25/26	1,276.00	58803
Total For Dept 3750 Maint Meters						1,276.00	
Dept 3760 Maint Hydrants							
610-3760-53500	chlorine reagent powder pi	AMAZON MKTPL*WE2OQ9383	chlorine reagent powder pillows for	02/28/2026	03/24/26	32.42	3399
Total For Dept 3760 Maint Hydrants						32.42	
Dept 3770 Maint Misc Plan							
610-3770-53500	Dept/Program Supplies	HOME DEPOT CREDIT SERV	WATER DEPT WRENCHES AND KNIVES	2034974	03/25/26	266.44	58804
Total For Dept 3770 Maint Misc Plan						266.44	
Dept 3790 Other Water							
610-3790-54740	Water Testing	NORTHERN LAKE SERVICE	BACTERIA TESTING MARCH	2603460	03/25/26	248.00	58816
610-3790-54740	Water Testing	NORTHERN LAKE SERVICE	QUARTERLY WATER TESTING	2604266	03/25/26	759.12	58816
Total For Dept 3790 Other Water						1,007.12	
Dept 8000 Debt Service							
610-8000-58200	Interest	US BANK CORP TRUST SER	PR & INT 04/01/2026 2014A BONDS	04012026 2014A P	03/30/26	6,525.00	3406
Total For Dept 8000 Debt Service						6,525.00	
Total For Fund 610 Water Utility						71,497.36	
Fund 620 Sewer Utility							
Dept 0000							
620-0000-28100	General Obligation Debt	US BANK CORP TRUST SER	PR & INT 04/01/2026 2014A BONDS	04012026 2014A P	03/30/26	55,000.00	3406
Total For Dept 0000						55,000.00	
Dept 3810 Sewer Administration							
620-3810-51900	SweetWater-clean rivers, c	EB *CLEAN RIVERS CLEAN	SweetWater-clean rivers, clean lake	02/28/2026	03/24/26	135.23	3399
620-3810-52230	Phone and Internet	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	15266901030726	03/25/26	125.00	58786
620-3810-52230	Phone and Internet	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	15266901030726	03/25/26	80.00	58786
620-3810-52910	BSA / GIS	RUEKERT & MIELKE, INC	GIS SERVICES 1/24 TO 2/20	162603	03/25/26	1,305.00	58828
620-3810-52930	Credit Card Fees	INVOICE CLOUD	CREDIT CARD FEES - FEBRUARY	2194-2026_2	03/30/26	1,382.56	3402
620-3810-52930	Credit Card Fees	PAYMENTECH-CHASE	CREDIT CARD FEES - FEBRUARY	02282026	03/30/26	1,293.40	3404
620-3810-54150	Safety Expenses	CINTAS	MEDICAL CABINET STOCK	5322715507	03/25/26	25.23	58788
620-3810-55100	Liability & Property Insur	R & R INSURANCE SERVIC	LIABILITY INS-2026 INSTALLMENT #2	3367538	03/25/26	8,350.40	58822
620-3810-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2026 - INSTALL	3367539	03/25/26	3,191.08	58822

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Fund 620 Sewer Utility							
Dept 3810 Sewer Administration							
Total For Dept 3810 Sewer Administration						15,887.90	
Dept 3820 Sewer Maintenance							
620-3820-53500	Dept/Program Supplies	DIGGERS HOTLINE INC	DIGGER TICKETS - FEB	260255101	03/25/26	121.20	58796
620-3820-53500	Dept/Program Supplies	USA BLUE BOOK	PAINT TO MARK SERVICE LINES	INV00981404	03/25/26	473.96	58835
Total For Dept 3820 Sewer Maintenance						595.16	
Dept 3830 Storm Maintenance							
620-3830-53500	Dept/Program Supplies	COFFARO, ANNAMARIE R.	ART FELLOW 2/15 TO 3/15	AFP 3/23/2026	03/25/26	300.00	58790
Total For Dept 3830 Storm Maintenance						300.00	
Dept 8000 Debt Service							
620-8000-58200	Interest	US BANK CORP TRUST	SER PR & INT 04/01/2026 2014A BONDS	04012026 2014A P	03/30/26	8,425.00	3406
Total For Dept 8000 Debt Service						8,425.00	
Total For Fund 620 Sewer Utility						80,208.06	
Fund 800 Tax Agency Fund							
Dept 0000							
800-0000-21200	Over Payments	STEARNS, WILLIAM	2025 TAX OVERPAYMENT REFUND	2360580000-2025	03/25/26	137.30	58831
Total For Dept 0000						137.30	
Total For Fund 800 Tax Agency Fund						137.30	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 100 General Fund			364,515.25	
			Fund 200 Library			21,657.82	
			Fund 210 Senior Services			5,369.48	
			Fund 230 Shorewood Today			35.00	
			Fund 300 Debt Service Fund			224,587.50	
			Fund 400 General Capital Projects			70,702.98	
			Fund 430 TID No. 3 Capital			150.00	
			Fund 440 TID No. 4 Capital			150.00	
			Fund 450 TID No. 5 Capital			75,437.50	
			Fund 600 Parking Utility			842.28	
			Fund 610 Water Utility			71,497.36	
			Fund 620 Sewer Utility			80,208.06	
			Fund 800 Tax Agency Fund			137.30	
Total For All Funds:						915,290.53	
--- TOTALS BY GL DISTRIBUTION ---							
	100-0000-15220		Prepaid Postage - Hassler (meter)			2,000.00	
	100-0000-21520		GENERAL CLASS			83,302.90	
	100-0000-21530		Health Insurance Payable			121,636.61	
	100-0000-21531		DENTAL VILLAGE PORTION			5,786.92	
	100-0000-24000		Due to Other Gov'ts			5,493.15	
	100-0000-24213		Sales Tax Due State			1,922.89	
	100-1100-53990		Contingency / Other Activities			348.00	
	100-1200-51900		Professional Education			800.00	
	100-1200-55110		Workers Comp			20.25	
	100-1410-51900		AI training			50.00	
	100-1410-53140		Marketing / Communications			1,598.00	
	100-1410-53200		Journal/Sentinel monthly subscription			24.99	
	100-1410-54130		interviews-lunch			202.81	
	100-1410-55100		Liability & Property Insurance			13,138.67	
	100-1410-55110		Workers Comp			129.59	
	100-1410-56130		Replacement office chair - Finance			123.49	
	100-1420-51900		IIMC Training Program			361.08	
	100-1420-52930		Credit Card Fees			449.75	
	100-1420-53500		Election supplies - April			334.90	
	100-1420-55110		Workers Comp			72.89	
	100-1510-48900		Miscellaneous Revenue			(28.95)	
	100-1510-52130		Efiling 1099s 2025			199.56	
	100-1510-53100		Office supplies			39.89	
	100-1510-55110		Workers Comp			64.79	
	100-1900-51325		Flexible Benefit Admin Fees			236.95	
	100-1900-52120		Professional Fees Legal			2,356.00	
	100-1900-52125		Professional Fees Legal - Court			4,664.00	
	100-1900-52190		Professional Fees - Insurance			2,331.50	
	100-1900-52200.55-00		Electric - Village Hall			912.89	
	100-1900-52200.77-00		Electric - Village Center			718.88	
	100-1900-52210.55-00		Gas - Village Hall			1,265.51	
	100-1900-52210.77-00		Gas - Village Center			473.69	
	100-1900-52230.55-00		Phone / Internet - Village Hall			448.83	
	100-1900-52230.77-00		Phone / Internet - Village Center			105.34	
	100-1900-52900.55-00		Cleaning and Pest Control - VH			134.26	
	100-1900-53120		Copier Costs - Village Hall			677.78	
	100-1900-53130		Postage Meter Costs - VH			248.90	
	100-1900-55100		LIABILITY & PROPERTY INSURANCE			2,984.84	
	100-2100-51900		Gardner WTSOA lodging			279.31	
	100-2100-52200		WILSON DRIVE			2,446.06	
	100-2100-52210		WILSON DR - GAS			4,629.00	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		100-2100-52230	Phone and Internet			964.74	
		100-2100-52300	OTHER INTERGOV'TAL PYMTS 02/27			201.00	
		100-2100-52900	Cleaning and Pest Control			402.36	
		100-2100-52910	transunion lookups			257.55	
		100-2100-52930	Credit Card Fees			3,572.00	
		100-2100-52990	AIMS Contracts & Fees			3,000.00	
		100-2100-53100	hard drive			205.24	
		100-2100-53120	Copy & Print Costs			252.34	
		100-2100-53130	mailing of evidence			30.40	
		100-2100-53200	Wurth 2026 MCLEEA membership			375.00	
		100-2100-53410	fuel for sq#901			20.00	
		100-2100-53500	department supplies			620.69	
		100-2100-55100	Liability & Property Insurance			11,648.49	
		100-2100-55110	Workers Comp			18,028.82	
		100-2400-52930	Credit Card Fees			413.88	
		100-2400-53100	Office supplies			40.98	
		100-2400-55110	Workers Comp			2,000.50	
		100-2900-52990	Crossing Guards			7,140.06	
		100-3100-46430	Special Collection Fees			50.00	
		100-3100-51330	Uniform Expense			259.24	
		100-3100-51900	WAA Forestry Conference hotel room			1,697.88	
		100-3100-52230	Phone and Internet			409.00	
		100-3100-53100	metal ruler dpw office			21.71	
		100-3100-54150	Safety Expenses			80.22	
		100-3100-54450	Property Damage - reimbursable			1,550.92	
		100-3100-55100	Liability & Property Insurance			5,692.23	
		100-3100-55110	Workers Comp			12,740.04	
		100-3230-53350	Outsourced Repairs			2,481.14	
		100-3230-53500	Dept/Program Supplies			3,420.69	
		100-3230-54160	Hubbard Lodge/ River Club			252.47	
		100-3300-52200	DPW GARGAGE			2,456.04	
		100-3300-52210	DPW GAS			2,104.08	
		100-3300-53400	truck 30 tail light and bumper			2,094.02	
		100-3300-53410	Fuel and Oil			3,527.86	
		100-3430-52200.01-00	Electric - Street Lighting			8,908.79	
		100-3430-52200.02-00	Electric - Traffic Devices			877.43	
		100-3430-53500	light meter			1,138.64	
		100-3430-53510	Supplies - Traffic Devices			471.25	
		100-3510-53510	Supplies - Recycling			1,465.00	
		100-3610-53500	forestry planting supplies green wire			66.50	
		100-3620-52200	GHOST TRAIN			551.92	
		100-3620-52210	RIVER CLUB GAS			38.21	
		200-0000-24213	Sales Tax Due State			94.68	
		200-5110-52200	ELECTRIC-LIBRARY			2,156.64	
		200-5110-52210	LIBRARY GAS			1,421.08	
		200-5110-52230	Phone and Internet (village)			25.34	
		200-5110-52910	Email distribution subscription			185.33	
		200-5110-53100	Batteries			51.75	
		200-5110-53200	K. Champagne Membership fees			156.12	
		200-5110-53720	Periodicals			952.85	
		200-5110-54000	Twine (later returned)			320.35	
		200-5110-55100	Liability & Property Insurance			613.08	
		200-5110-55110	Workers Comp			307.77	
		200-5111-53730	Book-Haunted Nights in WI			2,590.22	
		200-5111-53740	DVD's			184.42	
		200-5111-53750	Audiobooks			196.04	
		200-5111-53770	Vinyl records			835.26	
		200-5112-53730	Kids' Press Start books			790.54	
		200-5112-53740	DVD's			37.48	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		200-5112-53750	Audiobooks / Music			91.87	
		200-5113-53730	Materials			516.90	
		200-5121-53700	Collection Enhancements			7,317.97	
		200-5121-54010	Lange - Shorewood Reads Escape Room			1,236.55	
		200-5121-56140	Period pads for public			162.00	
		200-5122-53700	Collection Enhancements			772.05	
		200-5122-53760	Lucky Day			524.62	
		200-5122-54010	Friends-Telescope -Solar System Progr			108.92	
		200-5123-54010	Star stickers- winter reading program			7.99	
		210-4600-55100	Liability & Property Insurance			102.93	
		210-4600-55110	Workers Comp			44.54	
		210-4650-51900	continued education			129.00	
		210-4650-52100	Professional Fees			1,390.00	
		210-4650-52990	Program Snacks and batteries			2,014.40	
		210-4650-53100	office supplies			51.77	
		210-4650-53500	Program supplies Feb. Box lunch Activ			18.17	
		210-4650-54000	Cuppa Joe			230.67	
		210-4650-56130	SRC refrigerator			1,388.00	
		230-1910-53120	monthly subscription for Shorewood To			35.00	
		300-8000-58100	Principal			195,000.00	
		300-8000-58200	Interest			104,875.00	
		300-9000-49405	Transfers from TID 5			(75,287.50)	
		400-1410-56120	Other Technology			9,998.00	
		400-3410-56320.25-05	Lake Drive 2025			56,764.98	
		400-3410-56320.25-06	streetlight phase 2 PIM letters posta			156.00	
		400-5700-56900	Anticipated Bonded Projects			3,784.00	
		430-6600-53900	Miscellaneous Expenses			150.00	
		440-6600-53900	Miscellaneous Expenses			150.00	
		450-6600-53900	Miscellaneous Expenses			150.00	
		450-9000-59300	Transfers to Debt Service			75,287.50	
		600-0000-24213	Sales Tax Due State			386.98	
		600-3900-52930	Credit Card Fees			397.53	
		600-3900-55100	Liability & Property Insurance			53.70	
		600-3900-55110	Workers Comp			4.07	
		610-0000-28100	General Obligation Debt			45,000.00	
		610-3710-51900	WRWA Annual Tech Conf General Registr			910.00	
		610-3710-52230	Phone and Internet			205.00	
		610-3710-52910	BSA / GIS / Starnet			328.00	
		610-3710-52930	Credit Card Fees			2,675.96	
		610-3710-53100	continuous consumption toilet tabs			132.56	
		610-3710-54150	Safety Expenses			25.22	
		610-3710-54720	PSC assessment			4,705.92	
		610-3710-55100	Liability & Property Insurance			2,165.91	
		610-3710-55110	Workers Comp			3,891.66	
		610-3730-53500	Dept/Program Supplies			2,350.15	
		610-3750-53500	Dept/Program Supplies			1,276.00	
		610-3760-53500	chlorine reagent powder pillows for w			32.42	
		610-3770-53500	Dept/Program Supplies			266.44	
		610-3790-54740	Water Testing			1,007.12	
		610-8000-58200	Interest			6,525.00	
		620-0000-28100	General Obligation Debt			55,000.00	
		620-3810-51900	SweetWater-clean rivers, clean lake c			135.23	
		620-3810-52230	Phone and Internet			205.00	
		620-3810-52910	BSA / GIS			1,305.00	
		620-3810-52930	Credit Card Fees			2,675.96	
		620-3810-54150	Safety Expenses			25.23	
		620-3810-55100	Liability & Property Insurance			8,350.40	
		620-3810-55110	Workers Comp			3,191.08	
		620-3820-53500	Dept/Program Supplies			595.16	

04/01/2026 12:19 PM
User: PEILBES
DB: Village Of Shore

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF SHOREWOOD
INVOICE DUE DATES 03/16/2026 - 03/31/2026
JOURNALIZED
PAID

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		620-3830-53500	Dept/Program Supplies			300.00	
		620-8000-58200	Interest			8,425.00	
		800-0000-21200	Over Payments			137.30	

Village of Shorewood
Meeting Minutes
March 16, 2026
DRAFT

1. **Call to Order**

President McKaig called the meeting to order at 7:30pm.

2. **Roll Call**

All members of the board were present.

3. **Statement of Public Notice**

Clerk Harrell stated the meeting was properly noticed and posted according to law.

4. **Special Order of Business**

- a. **Future State Presentation - Milwaukee County**—no action was taken.
- b. **Consider approval of 2026 Comprehensive Outdoor Recreation Plan (PPS).**

Trustee Warren moved to approve the Village of Shorewood 2026 Comprehensive Outdoor Recreation Plan, and it was seconded by Trustee Stokebrand. Motion carried unanimously 7-0.

5. **Consent Agenda Items**

Trustee Ircink moved to approve the consent agenda, and it was seconded by Trustee Couto. No items were removed. Motion carried unanimously 7-0.

6. **Items Removed from the Consent Agenda**

7. **Public Hearing**

- a. **Ordinance 3080: An ordinance to amend the regulations pertaining to location restrictions of office uses within the MX districts, as detailed in 535-25 of the Zoning Code.**

At 8:01pm, President McKaig opened this item for public comment. No public comments were made. Public comment was closed at 8:02pm.

8. **Citizens to be Heard**

9. **New Business**

- a. **Consider Ordinance 3080: An ordinance to amend the regulations pertaining to location restrictions of office uses within the MX districts, as detailed in 535-25 of the Zoning Code.**

Trustee Ircink moved to approve Ordinance 3080: An ordinance to amend the regulations pertaining to location restrictions of office uses within the MX districts, as detailed in 535-25 of the Zoning Code. It was seconded by Trustee McGovern. Motion carried by a roll call vote of 7-0.

- b. **Consider Ordinance 3081: An Ordinance Converting the Intersection of North Muray Avenue and East Olive Street into a Four Way Stop.**

Malado Cise, Shorewood resident, expressed agreement with Trustee Ircink, stating that the intersection has become increasingly dangerous and poses a risk to pedestrian safety.

Jeff Widell, Shorewood resident, shared concerns about the high number of stop signs in the area, noting that drivers often come to expect stops regardless of signage and rely on courtesy from other drivers.

Micheal, Shorewood resident, expressed ambivalence regarding the stop sign installation and raised concerns about the lack of police enforcement for frequent traffic violations.

Michelle Sauberg thanked the Board for installing crosswalk lights, while noting that drivers do not always comply with pedestrian right-of-way.

Leslie F., Shorewood resident, voiced support for the stop sign, citing safety concerns as a parent of young children who regularly use the area.

After discussion by members of the board regarding this item, Trustee Warren moved approval of Ordinance 3081, An Ordinance Converting the Intersection of North Murray Avenue and East Olive Street into a Four Way Stop, and it was seconded by Trustee Ircink. Motion carried by a roll call of 7-0.

c. **Consider Phase II public assistance application for 4448 and 4450 N. Oakland Avenue from Spoerl Commercial LLC for the purpose of building affordable housing.**

i. **Overview of the Phase II application and financial analysis – Dave Erdman of Baker Tilly.**

ii. **Public comment.**

After Brian Spoerl responded to inquiries from members of the board, public comment was opened at 9:09pm.

Bill Meier (Shorewood resident) expressed four primary concerns: the Village Board's fiduciary responsibility to residents; the decision to sell the parking lot at 4448/50 N Oakland Ave without knowing its true value; the previously identified need for additional parking dating back to 1981; and the lack of outreach by Brian Spoerl to individuals paying for parking in the area.

Jay Sorenson (Shorewood resident) raised concerns regarding the proposal's fee structure, reiterated points made earlier by Baker Tilly, and identified perceived inconsistencies in Brian Spoerl's updates.

Eugene Groysman (Shorewood resident) opposed the project, citing concerns about economic feasibility and lack of community benefit. He suggested reallocating funds to the Shorewood School District and revisiting the project at a later, more stable time.

Eden Goldring (Shorewood resident; Orchid Chinese Medicine employee) provided written comment.

Tom Hoyum (Shorewood resident) stated that opposition to the project is not about a lack of support for affordable housing but rather ensuring the best use of space in a densely populated area. He urged the Board to oppose the proposal.

Keith (Shorewood resident) expressed that the proposal lacks practicality, encouraged further review of infrastructure impacts, and emphasized concerns about increasing property taxes and support for local schools.

Paul Zovic (Shorewood resident) spoke in support of the proposal, citing his professional experience working with Brian Spoerl and affirming his integrity and trustworthiness.

Andrew Berholz (Shorewood resident) provided written comment.

Jeff Widell expressed concerns about decreasing parking availability as population increases.

Joan Salentine (Shorewood resident) voiced concern about limited consulting options beyond Baker Tilly, citing a potential conflict of interest. She also questioned Brian Spoerl's experience and follow-through and encouraged exploration of more equitable alternatives.

Christine Sweda (Shorewood resident) noted inconsistencies between Brian Spoerl's statements to residents and the Board, as well as discrepancies between prior CDA Committee discussions and current statements. She also raised concerns about potential impacts if project funding is lost.

Lisa Musak (business owner, 4433 N Oakland Ave) expressed concerns about accessible parking, noting many of her patients have mobility challenges.

Casey Saubinash (General Manager, The Slab) provided written comment.

Jay Scheer (Shorewood resident) supported maintaining the existing parking structure and increasing accessibility, noting current parking limitations.

Taffie, a Shorewood resident, described difficulties with visitor parking, including limited access for her father and safety concerns related to walking several blocks at night. She stated removal of the

parking lot would worsen these issues.

Kayla Bauer (Shorewood resident) urged the Board to consider resident opposition, stating the proposal could harm small businesses and would not generate meaningful revenue for the Village.

Carolyn Crivello (Shorewood resident) provided written comment.

Barbara Kiley Miller (Shorewood resident) recommended pausing the project to allow for further research and evaluation of alternative options.

Emily Merrit encouraged increased community engagement and more thorough due diligence.

Michael (last name not provided) expressed concern about Village financial priorities, questioning investment in the housing project while funding appears limited. He also expressed distrust in Brian Spoerl's responses.

Anjum Aldun (Shorewood resident) supported the project and encouraged a more comprehensive evaluation of parking considerations.

Sincere Dison (Shorewood resident) expressed disappointment that public comments did not reflect the needs of individuals who cannot currently afford to live in Shorewood. He highlighted the potential contributions of these individuals to the community and local businesses, noting a lack of representation from non-property owners.

Closed at 10:18pm and a bio-break was taken.

Resumed at 10:23p.

iii. Village Board discussion.

After discussion by members of the board, Trustee McGovern moved to proceed with negotiations for a development agreement based upon the Phase II application submitted by Spoerl Commercial LLC to the Village Board, requesting \$1.6 million in public assistance, contingent upon WHEDA financing and other financing being awarded, and the execution of a development agreement that commits Spoerl Commercial LLC to building the affordable housing project for the public benefit. It was

seconded by Trustee Warren. Motion carried by a vote of 5-2 (Stokebrand, Couto).

10. Report of Village Officials

a. **Village President**

i. **Proclamation for Sunshine Week.**

b. **Village Trustees**

i. **Complete Streets Annual Report, 2025 - Tr. Ircink**

c. **Village Manager**

11. Future items of Consideration

12. Closed Session

- a. Trustee Stokebrand moved into closed session pursuant to Wis. Stat. Sec. 19.85 (1)(e) to deliberate or negotiate the purchasing of public properties, where competitive or bargaining reasons require a closed session, to a) discuss a development agreement for 4448-4450 N. Oakland Avenue, and b) to discuss prospective properties for a new DPW site. Seconded by Trustee Warren.

Adjourned into closed session at 11:10pm

13. Final Adjournment

Written Comments

DRAFT

Goldring, Eden

From: [Nancy Goldring](#)
To: [Toya Harrell](#)
Subject: Public Comment Village Board Meeting 3/16/26
Date: Tuesday, March 17, 2026 4:45:51 PM

Hi Toya,

My name is N. Eden Goldring. I was at the Village Board Meeting last night, and gave a comment on the affordable housing proposal. The gentleman I was sitting next to said that you would like a copy of my comment. I have added it to this email. Let me know if you need anything else.

Sincerely,
N. Eden Goldring

"My name is Eden Goldring. I am a Shorewood resident and work at Orchid Chinese Medicine, a reproductive acupuncture clinic located on the 4400 block of Oakland Avenue in Shorewood.

I appreciate the community's efforts to address housing needs, but I do not support the current proposal for affordable housing on the 4400 block of Oakland. Because of its placement, the project will have direct impacts on parking to nearby residents and businesses.

Our clinic serves many pregnant patients who depend on accessible parking for their appointments. The proposal would eliminate a 48-space parking lot that is currently used by renters and local businesses. It is important to note that the village is already approximately 300 public parking spaces below code. Parking is already limited, and removing this lot will increase competition for street parking for both residents and local businesses.

Residents in the nearby apartments have expressed concern that the loss of the parking lot would make daily activities such as carrying groceries or returning home late at night difficult and less safe. I hope these practical considerations will be carefully weighed as part of the decision-making process.

Shorewood is facing significant financial implications with this project, as well. I have been part of many conversations in which current residents have expressed concern about the ever-increasing costs to live in Shorewood. That is why I would like to ask the Shorewood Village Board to pause and take a step back before committing \$1.7 million of Shorewood taxpayer funds to this Project. Affordable housing is an important goal, but when a project requires this level of public subsidy from a small community, it is reasonable to ask whether we can afford a project of this size given our current financial conditions.

TIF dollars are public funds. They can either be directed to a development like this one, or they can be returned to the taxing authorities that serve everyone in Shorewood — including our Village and our district schools. At a time when our community is facing looming financial shortfalls, and discussing serious financial

pressures (including the possible closure of the **Middle School**, **school** staff layoffs, and necessary village **infrastructure** projects) we need to examine if this is the most responsible use of those funds.

At the February 25th CDA meeting, several significant financial questions were raised. During the discussion, new costs were introduced, including approximately \$300,000 for an elevator and about \$750,000 to fund supportive services for four units. These additions were described as necessary to remain competitive for tax credits. Before the board commits our community to this project, the board and community need to understand whether further additional costs or requests for local taxpayer support may arise.

The question before the board is not simply whether affordable housing is important, but whether this particular project is the most responsible use of Shorewood's limited public resources."

From: [Anne De Haven](#)
To: [Ann McKaig](#); [Jim Arndorfer](#); [Eric Couto](#); [Arthur Ircink](#); [Matt McGovern](#); [Kathy Stokebrand](#); [Wesley Warren](#)
Cc: [Rebecca Ewald](#); [Toya Harrell](#)
Subject: Reflections of the Village Board Meeting last night - parking lot edition
Date: Tuesday, March 17, 2026 9:37:08 AM

You don't often get email from amdehaven@gmail.com. [Learn why this is important](#)

Good Morning,

I grew up in Shorewood and moved back nearly 20 years ago. Over that time, even when I disagreed with the direction or decisions of the Village Board, I always trusted that those decisions were made with the best interests of the village and its residents at heart.

Unfortunately, that confidence has been significantly eroded as I have watched the parking lot development process unfold. I, and everyone else I have heard express concerns about this project, are in favor of more affordable housing, but this project is not the solution and comes with guaranteed irreversible damage to local businesses and residents. While I still believe a few Trustees are acting in good faith, my trust in the remainder of the board has been seriously undermined by both the process and the outcome.

I intended to speak at the meeting last night, but given how long it ran, and how clearly residents have expressed their concerns for months, I did not feel it was necessary to repeat what had already been stated repeatedly and thoughtfully by so many others. I genuinely believed that hearing, once again, how devastating this decision would be for the community, along with hearing a viable alternative solution, would at least give more of you pause. I did not expect unanimity, but I did expect meaningful consideration.

What is most troubling is watching the Board continue to advance this project despite clear and repeated inconsistencies in the developer's representations. Statements made at the meeting conflicted with prior information and raised serious concerns about competence, transparency, and preparedness for a project of this scale. Proceeding without even pausing to reassess whether this is the right partner demonstrates a disregard for due diligence and risk management, both of which are core components of your fiduciary responsibility.

As a resident, it is difficult to understand how we are expected to maintain trust in the Board when these issues are raised openly and yet appear to have no impact on the decision making process. Trust is not eroded by disagreement alone, it is eroded when concerns are voiced, evidence is presented, and the process appears predetermined regardless of what is heard.

Finally, Trustee Arndorfer's statement that residents who don't like it can move was deeply discouraging, dismissive, and, frankly, offensive. It conveyed a level of disregard for the people you are elected to represent and marked a clear turning point in how this decision will be remembered. By voting to move forward without

addressing that sentiment, those Trustees in favor effectively endorsed it turning away from residents and standing in stark contrast to Trustees Stokebrand and Couto, who continued to advocate for the community's concerns. Trustee Stokebrand and Trustee Couto, I continue to be grateful for your commitment to gathering necessary information, and assessing situations with open minds even when that might not be in line with the direction of the rest of the board. Please know it does not go unnoticed.

I never expected to feel this disconnected from local leadership in a community I have called home for most of my life. I hope the Board reflects seriously on how this process has been handled, the trust that has been lost, and what it will take to restore it.

Thank you

Annie De Haven

1717 E. Kensington Blvd.

CAUTION: This email originated from outside of the North Shore Consolidated O365 Email System (Bayside, Glendale, Shorewood, Brown Deer, Whitefish Bay, and North Shore Fire & Rescue). Do not click links or open attachments unless you recognize the sender and know the content is safe.

From: [Jim Arndorfer](#)
To: [Rebecca Ewald](#)
Subject: Fw: Three Facebook Posts I wrote on Housing
Date: Monday, March 16, 2026 5:37:40 PM

From: Jim Arndorfer <jimarndorfer@gmail.com>
Sent: Monday, March 16, 2026 5:36 PM
To: Jim Arndorfer <trustearndorfer@shorewoodwi.gov>
Subject: Three Facebook Posts on Housing

Today:

This evening the Village Board will vote whether to approve the Phase Two application submitted by Spoerl Commercial LLC for public assistance to support a 19-unit affordable housing development at 4450 N. Oakland Ave. Barring anything unforeseen, I intend to support passage. And as I do, I likely will be thinking back to the events of spring 2021.

On March 18 of that year, the village Community Development Authority was tasked with voting whether to extend an expiring tax increment district by one year in order to generate over \$2 million to support affordable housing. It was a vigorous debate. CDA Chair Peter Hammond and Trustee Davida Amenta supported the extension, arguing it gave the village a window of opportunity to support its decades-old priority of providing affordable housing and noting the village was becoming increasingly unaffordable. Arguments against the extension clustered around the lack of an identified project and reluctance to postpone the passing of tax savings on to residents.

Ultimately Chair Hammond and Trustee Amenta couldn't rally a majority to their side. The authority voted 4-2 to not extend the TID and not create a fund to support affordable housing (Trustee Kathy Stokebrand joined the majority as did current CDA Chair Jon Krouse, who proposed the prevailing motion.)

The backlash against the CDA's decision was swift and substantial, with a wide range of residents decrying it on social media, in correspondence and at the board meeting where it was taken up, insisting the Village Board not follow CDA's direction. Following this public outcry the Board voted 7-0 to support the extension of the TID to support public housing.

At the time, I was running for my first term for the Shorewood Village Board and applauded the decision. And since then the CDA and the board have explored a range of options to support affordable housing, including adding affordable units via vouchers and/or setting aside units in existing buildings (ultimately this was deemed not feasible). At the end of this journey a majority of the CDA has deemed the creation of the 19-unit affordable development as the best way to proceed. I recognize that not everyone in the Village supports the use of public money for affordable housing or this specific development. I disagree and believe a majority of residents support moving forward. That's one of the reasons why, barring anything unforeseen, I intend to support committing the funds the community insisted be set aside in 2021 for affordable housing.

Yesterday:

On March 16, the Village Board will vote whether to approve the Phase Two application submitted by Spoerl Commercial LLC for public assistance to develop an affordable housing development on what is currently a Village-owned parking lot at 4448-4450 N. Oakland Ave.

I've advocated for affordable housing since I was first elected to the board and after weighing the pros and cons of the development, including listening to concerns raised by members of the community, my intention — barring anything unforeseen — is to support the development.

One thing that will be on my mind is an anonymous flier that was circulated in the area surrounding the property in the run-up to a June 16, 2025 vote on the Phase One application.

The flier shared some of the same objections raised by other residents including the proportion of rentals in the Village, the elimination of parking spots and the opportunity to rescind the money set aside as part of the closure of TID 1 — a unanimous board vote in 2021 that received significant community support — and not use it to support the affordable housing.

But the first objection didn't address any of those points. Instead it attacked the potential residents of the development. From the flier:

“The proposed new apartment building ‘low income’ or ‘affordable housing’ [sic] means the renters earn 30-60% of Milwaukee County’s median income. That means the 19 units will have renters with annual income between \$21,500 and \$42,900 per HUD Income 2024 Guidelines for Milwaukee County. Will these renters contribute positively to the community and financially support businesses, restaurants, and retail stores?”

Do most Shorewood residents share this view? No. Do most opponents of the development share this view? Also — to be very clear — no. But this view informed the policies in our country and in our region until far too recently in a manner that created racist and classist barriers to housing for millions of Americans that are still felt today. It's unfortunate that someone thought this would be a good selling point in inciting residents against the development.

And that's the history that will be on my mind for Monday's vote. Is this development perfect? No. Do I wish that we could retain parking? Yes. Do I wish that we could add more units? Yes. But that would not be feasible to do so without going to the residents for more funding, which I find hard to do given the amount of pending infrastructure work before us.

But are these objections sufficient enough to pass up on the opportunity to provide below-market rate housing to 19 households for a minimum of 30 years? To my mind: no. I recognize that others may have a different opinion.

The Village has made the provision of affordable housing a priority for decades. The funding exists to proceed with this development, it supports our community's values, and I look forward to supporting it.

Copy of flier in comments.

3/12

On March 16, the Village Board will vote whether to approve the Phase Two application submitted by Spoerl Commercial LLC for public assistance to develop affordable housing at 4450 N. Oakland Ave. Barring anything unforeseen, I intend to support development of the proposed apartment building, which will include 19 units with below market rates locked in for a minimum of 30 years.

Our country, our state and our community face a housing affordability crisis. In 1991 the average age of a first-time home buyer was 28; it's now 40. In Shorewood and communities across Wisconsin, homeowners have been shocked by the jump in their assessments; if you're a homeowner imagine being on the outside looking in. Action is required to address this, now. Increasing housing

supply and options is one way to do this.

For decades Shorewood has made the creation of affordable housing a priority. The problem is, it's really expensive and it requires public subsidy. To its everlasting credit, in early 2021 the Village Board — with massive support from across the community — voted to extend the expiration of a tax incremental district to generate north of \$2 million to support affordable housing. Rather than immediately see the tax benefit of the TID's expiration, the community rallied around supporting the creation of affordable housing. The money is there. And with the proposed development at 4450 N. Oakland, we now have the opportunity to put that money to work. I believe it's time.

When I first ran for Village Board in 2021 I applauded the Board's decision and was very clear in my support for affordable housing. That commitment remains. I have weighed the pros and cons and in the end I believe that we should not pass on the opportunity to provide below market rate housing for 19 households for a minimum of 30 years.

Some of my considerations are below.

What's happening?

The Village is planning to invest \$1.6 million of proceeds from extending a TID to support the development of an apartment building with 19 below-market rate units on the site of a Village-owned parking lot at 4450 N. Oakland.

What's the total cost of the development?

The total cost of the development is \$7.1 million, with the vast majority of remaining funds coming from state and federal sources.

What does this mean for the current parking lot?

While the development has parking for the 19 units, the cost of supporting existing parking was prohibitive, which means that the 49 parking spots will be eliminated. Which means the amenity of parking on the lot (used largely by residents of the buildings on either side of it) will go away. I believe that the surrounding blocks have sufficient parking to absorb the displaced cars but it will be a loss of amenity and an inconvenience. That said, I think creating affordable units for 19 households for a minimum of 30 years is a better use of that property than a parking lot.

Is it true that the Village is selling the lot for below market value?

Yes, it is. And that's a feature, not a bug, of affordable housing development. As mentioned, housing is expensive. Land acquisition costs are a big reason for that. If the developer were to pay a market rate for the property, they likely only could build a luxury development on the site for it to pencil out. Reducing the land acquisition costs helps support the development of affordable housing. If the project moves forward, the Village will sell the lot for \$333,731. By comparison, Sturgeon Bay recently sold a parcel to create affordable housing for \$100. This is how it works. And just to make an obvious point: If we sold the land to realize its full value we would be eliminating parking for 49 spots to establish luxury apartments.

What about working with local landlords to create housing vouchers or set aside units as affordable?

This was explored but deemed not feasible due to administrative costs and lack of interest from landlords.

Is it possible that in 30 years the current or future owner could do something differently with the property?

Yes, it is. In the best of all possible worlds we could dedicate that site for affordable housing in perpetuity. With the tools we have, 30 years is the limit. That said, 30 years is quite a long time from a policy perspective. And more housing options are needed now.

Would you do anything differently?

I wish we could create more units in that building but the only way we could do that is by asking for significantly more money from the community. Given all the other infrastructure costs we're facing I would have a hard time doing that. This project enables us to provide below market housing for 19 households for a minimum of 30 years. I believe this project represents the values of our Village and I look forward to supporting it.

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From: [Ann McKaig](#)
To: [Toya Harrell](#); [Rebecca Ewald](#)
Subject: Fw: letter for tonight's board meeting
Date: Monday, March 16, 2026 2:27:51 PM
Attachments: [Letter Re 4448_4450 N Oakland Ave.docx](#)

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From: Carolyn Crivello <carolyn.crivello@gmail.com>
Sent: Monday, March 16, 2026 2:18:25 PM
To: Ann McKaig <PresidentMcKaig@shorewoodwi.gov>
Subject: letter for tonight's board meeting

You don't often get email from carolyn.crivello@gmail.com. [Learn why this is important](#)

Dear President McKaig:

Thank you for your willingness to take comments via email. My comments would have exceeded 3 minutes due to the complexity and the length of the timeline it took the Village to get here. I would like to clearly and unequivocally state that I support an Affordable Housing project somewhere in Shorewood, but have very serious concerns about this project.

I'd also like clarification on where the public accessible parking spot(s) are if the lot is closed. I have family members who rely on handicap accessible parking and losing this lot will affect their ability to access and use our village.

Respectfully submitted,
Carolyn Crivello

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Crivello, Carolyn

Dear Village Board of Trustees:

I am voicing that you do not approve selling the lot at 4448-4450 N Lake Drive to Spoerl Development. I know that many Village Trustees have announced their mind is made up without the public's comment, but I would request that the Trustees review this letter with an open mind.

This project is being jammed through without a majority support of the residents and without the public's comment being adequately involved. I fear that there is a perception among board members that the time spent is a sunk cost for the time and we cannot go backwards, but in reality, making a bad deal is worse than making no deal at all. There is tunnel vision, while ignoring the economic realities and red flags of this project. The current proposal is financially irresponsible and will cause detriment to the community based on its location.

By way of background, I am an attorney who has maintained a practice in commercial real estate for 9 years. I help developers complete projects regularly, on occasion LIHTC transactions. I think they are an important part of the community and help provide important assets to the community. I am pro development and think the addition of development broadly will be helpful to the tax base that Shorewood desperately needs. A municipal entity using tax credits or incentives to encourage development on its own is not a new concept or on its face something I am against, but this transaction does not financially make sense, was done without adequate investigation, and is done at the expense of the other competing community needs that there is a net negative effect.

1. Accessibility.

This lot contains the only 2 publicly available parking spots on this end of Oakland. There have been no plans to provide accessibility to those with limited mobility. I have asked where the other existing accessible parking spaces are on this end of Oakland that are public spaces and have not yet received a response.

I appreciate that some trustees really believe that everyone should walk or ride their bikes to things, but that is not an option for people who are disabled enough to need a wheelchair sticker, and those that have intermittent mobility issues that may not qualify for a sticker but still have accessibility issues.

The drawings that were submitted in advance of the May 30, 2025 meeting do not appear to even have handicapped accessible parking spaces. Perhaps there are, but they are not designated on the drawing.

2. This transaction was pushed through without adequate due diligence.

There are several issues in this transaction that really make me pause. The Village declined to get an appraisal on the land that it was willing to give up. Who would reasonably just give away a community asset without even understanding what it is it is giving up?

Second, there was no economic impact study. This makes this project also very hard to digest. Citizens are being told that “generally, new apartment buildings mean more economic impact.” But there is 0 data to back that up for this project, in this location, while giving up something that supports the local businesses nearby.

Third, there was no traffic impact study evaluated for this project. I’ve had clients change a small commercial use and have to get traffic impact studies for far less. The residents that park in that lot now are going to have to spill over to somewhere else. This is compounded by the Village’s decision to waive parking requirements for other projects. I understand some board members don’t want us to be vehicle focused and want people to walk, bike, or use public transportation, but that is not the reality that we are in. In the interim, this hurts local businesses that want to attract customers not only from the Village, but from the broader metropolitan area. How will that work if they cannot find something for blocks? Maybe it would be fine, but we wouldn’t know because adequate diligence was not completed. This is coming on the tails of the 10 month loss of access for these businesses.

The CDA has governing documents that require the CDA to make financial decisions to “be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.” Who gives away a valuable asset without knowing what it’s worth? Without knowing how it affects the economy? No reasonably prudent person would do that.

3. Questions about the developer’s capabilities and veracity with the CDA and the board. Either lack of truthfulness or lack of experience has the developer continuing to come back for more money.

Candidly, after reviewing prior meeting minutes I have some questions about the capabilities and veracity with the Village. On November 22, 2024, Spoerl Development told the CDA that it did not account for the elevator in its initial development plan and that this was a surprise. The developer also used its Whitefish Bay project as a comparison, which does use an elevator. I find that the developer did not know this was required completely unbelievable as it is a ground up development and it’s been Fair Housing law since 1988. He also just completed a similar project in Whitefish Bay. This is either hiding the ball, the developer lacks the experience to handle this project, or just lacks competence.

Secondarily, every time the developer comes back to the Village, there is a new request for more money. The maximum TIF fund wasn't enough. Then it was the land. Then it was the elevator. Now it's a request for another million dollars. This is \$2.7 million of tax payer money for a \$6.5 million dollar project. This developer clearly lacks cost controls, cost estimating, or is taking advantage knowing the Village has failed to entertain any other offers and has not pulled the project.

I am concerned that the Village will have given away money, with no covenants, and that we will end up with a half done building or need to contribute more money to have a completed project.

4. The economics of this transaction do not make sense and the city is getting a bad deal.

The developer told us on November 22, 2024 that this project was not even commercially viable even at Market Rents due to the lack of economies of scale. (citation: https://villageofshorewood.org/AgendaCenter/ViewFile/ArchivedAgenda/11222024-1803?utm_source=chatgpt.com) Why would the Village give money to a developer to do a project that even at Market Rate rents would not work? This is not a prudent person standard as required by the legal documents of the CDA.

We could be re-using these tax dollars in a more cost effective way by re-opening the RFP or at least adjusting the current plan to be in another location that does not harm the businesses we are trying to support or affect accessibility of the Village. If Affordable Housing in the LIHTC sense is what the village really wants, it shouldn't have any problem creating, re-opening, or extending the fund to make that happen.

Whitefish Bay had their project completed without having to contribute a single dollar towards the project. It's also highly unusual that a municipality would give funds as a grant, rather than a low or no interest loan as to ensure the funds are used as intended and the funds are returned to the municipality.

Even before the third kick at the cat for extra money from the Village, Spoerl was anticipating at 9.52% return (above the average for such projects). (Citation: <https://www.villageofshorewood.org/AgendaCenter/ViewFile/Agenda/05302025-2468>), and assumed a vacancy above 7%, which is far above average (as cited by Baker Tilly). The payback period exceeds 20 years.

The only person winning with this plan is the developer. The balance of this project is not in the benefit of the village or its existing residents. The developer is a for-profit business. They are not a non-profit. They have not offered to reduce their management fee or their developer fee. While it is not unusual to partner with for-profit entities to complete these types of projects, the percentage of the project being publicly funded, the dollar value per unit, the dollar value of the project for the number of units is truly incomprehensible. This comes at a time where the Village tells residents annually it cannot meet its financial obligations and we need to raise our taxes. We are lining the pockets of an entity that is not even located in the Village.

For context, the Shorewood School District has the 3rd highest mill rate of any school district in the State of Wisconsin. (CITE: https://sfs.dpi.wi.gov/safr_ro/all_mill_rate.asp?year=2026) This project will make Shorewood less affordable for the residents that are already living here. This is just financially irresponsible to push this transaction through without understanding the economic impact. Many friends in the Village of Shorewood have discussed how unaffordable property taxes have become. Some residents are struggling to afford even a \$50 a month increase to their rent.

5. Comparators of other Municipalities

Other municipalities do not provide this level of financial support to private developers at this level. For example, the City of Lacrosse maxes out the amount per unit at \$45,000 per unit for new construction and \$800,000 per project as a loan. (cite: <https://www.cityoflacrosse.org/your-government/departments/community-development-and-housing/affordable-housing-loan-fund>). This requires 1% interest with repayment due in 20 years or repayment on sale. If the Village wanted to spur more development of low income housing, they would require that the money is repaid and given back to the fund to be used for other projects. The City of Milwaukee provides \$14,999 per unit maximum. (Citation: [https://experience.arcgis.com/experience/c3c8d339565c4ccab821f65433ee132f/page/3 - Existing-Efforts?utm_source=chatgpt.com](https://experience.arcgis.com/experience/c3c8d339565c4ccab821f65433ee132f/page/3-Existing-Efforts?utm_source=chatgpt.com))

6. The public was never heard.

In September 2024, the project was passed on the premise that there would be formal listening sessions for the project at various stages. From what I can tell from Village meeting minutes and other documentation, this did not happen. This was voted on and approved conditionally, and that never happened. It should be no surprise that people are upset when they were never listened to to begin with.

7. Summary

In sum, this project is so out of market and there is clear tunnel vision to put some affordable housing in Shorewood, but it's being done in such a financially irresponsible way, at the expense of existing businesses and residents. This project will cost existing taxpayers money, many of whom are struggling to pay rent or pay their taxes annually, while producing less than 2 dozen affordable units.

Affordable housing belongs in Shorewood somewhere generally, but this project is not for the benefit of the Village or its residents. There is too little benefit for high costs and unknown variables.

I also want to express my disappointment in what I've seen as a lack of concern for those who are disabled in the community from some of the Trustees' comments and statements. Shorewood should be for everyone regardless of income, disability, status, race, gender, and

sex. Those with disabilities deserve to be able to access all amenities in our community without any additional strain or difficulty, without a plan for how to mitigate this situation.

Respectfully submitted,

Carolyn Crivello

Timper, Jayne

From: [Ann McKaig](#)
To: [Toya Harrell](#)
Subject: Fw: Oakland parking lot.
Date: Tuesday, March 10, 2026 8:42:02 PM

Email about 4450 N. Oakland

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From: Jayne & Leigh Timper <thetimpers@gmail.com>
Sent: Thursday, February 26, 2026 6:03:33 PM
To: Ann McKaig <presidentmckaig@shorewoodwi.gov>
Subject: Oakland parking lot.

You don't often get email from thetimpers@gmail.com. [Learn why this is important](#)

Good evening. I am a 50 year resident of Shorewood, and use the lot quite a bit, from dentist etc. Right now folks are parking west on Lake Bluff past Murray. In the winter it crosses Murray heading east.

If you get rid of all those spaces, where will folks go with laundry, and groceries?

I would attend meetings, but do not drive at night.

Please reconsider the proposal.

Thank you.

Jayne Timper
2123 E. Lake Bluff

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Moos, Daniel

From: [Ann McKaig](#)
To: [Daniel Moos](#); [Toya Harrell](#)
Subject: Re: 4450 Oakland Ave Parking Lot Development
Date: Tuesday, March 10, 2026 8:31:10 PM

Hi Daniel- thanks for taking the time to write and using such a kind tone. I am copying our Village Clerk so that it becomes part of our record.

I do support the development - I also support assisting lot users in the transition should the project move forward. There will be ample time to review our street parking policies, encourage private off street parking rental, education about using street-parking or applying for ADA parking accommodations, and perhaps even coordination with property managers to assist tenants who choose to move. Not all of these are Village areas of purview, but our community works together.

I live in an older apartment building, have toured apartments, and supported people who have needed to move. I am happy to do the same moving forward once we know the outcome.

Best wishes,
Ann

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From: Daniel Moos <danmoos@gmail.com>
Sent: Friday, March 6, 2026 10:57:18 AM
To: Ann McKaig <presidentmckaig@shorewoodwi.gov>; Jim Arndorfer <trusteeandorfer@shorewoodwi.gov>; Eric Couto <trusteecouto@shorewoodwi.gov>; Arthur Ircink <trusteeircink@shorewoodwi.gov>; Matt McGovern <trusteemcgovern@shorewoodwi.gov>; Kathy Stokebrand <trusteestokebrand@shorewoodwi.gov>; Wesley Warren <TrusteeWarren@shorewoodwi.gov>
Subject: 4450 Oakland Ave Parking Lot Development

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Dear Village President and Trustees,

This email is regarding concerns over the proposed apartment complex project at the location of the current parking lot at 4450 N Oakland Ave.

I am the building owner at 4447 N Oakland Ave. I've been working at this location since 1996 and have had many experiences, and have seen many Shorewood improvements since that

time: an abandoned gas station removed and replaced with housing (I believe that was the NE corner of Oakland and Kensington), several apartments/condos with store fronts built along Oakland. We worked through the previous Oakland Avenue renovation of the street, sidewalks and street lighting, of which I remember the village reaching out to have locals view and hear their input on light fixture choice, planters, etc., we helped with damages after the 2010 flood, among other experiences.

The inevitable bumps and bruises of construction and reconstruction through the years have resulted in an Oakland Avenue that is aesthetically pleasing and much more vital than in 1996. I'm in near daily contact with village residents, and throughout past projects the consensus was mainly along the lines of "that's going to be nice".

Interactions related to developing the parking lot unfortunately don't show the same response. The response has been "no", sometimes a dramatic "no!". Present residents are pressed for parking. When I meet someone in the evening at our building, parking is very difficult as Oakland parking is spoken for at that time of day. Business owners have mentioned that parking is a daily concern and losing 40 or 50 parking spots will, either directly or perceptually, impact patrons' intentions of coming to Shorewood. I have a new neighbor to the north of our building who is motivated, qualified, versed in development and will be an asset to the village. He is presently renovating his building and will have a new business running there soon. He's hoping the parking lot will stay and would love to be part of a solution that keeps or improves the public space we have.

Recent news indicated that the lot was placed at 4450 in the 1980s to address the need for parking. I believe parking needs have increased since the 1980s, or at the very least are needed just as much.

I respectfully ask the board to reconsider developing the 4450 Oakland space.

Thank you for your time and attention to this email.

Sincerely,
Daniel K. Moos

--

KKS, llc
4447 N Oakland Ave
Shorewood, WI 53211
(414)964-2223

email: danmoos@gmail.com

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Brusnahan, Timothy

From: [Ann McKaig](#)
To: [Toya Harrell](#)
Subject: Fw: Parking vs. Subsidized Housing - Oppose 4450 N Oakland Ave Sale
Date: Tuesday, March 10, 2026 8:44:44 PM

Please record

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From: Timothy Brusnahan <tbrusnahan@yahoo.com>
Sent: Wednesday, February 25, 2026 8:57:12 AM
To: Ann McKaig <presidentmckaig@shorewoodwi.gov>; Arthur Ircink <trusteeircink@shorewoodwi.gov>; Matt McGovern <trusteemcgovern@shorewoodwi.gov>; Kathy Stokebrand <trusteestokebrand@shorewoodwi.gov>; Wesley Warren <trusteewarren@shorewoodwi.gov>
Subject: Parking vs. Subsidized Housing - Oppose 4450 N Oakland Ave Sale

You don't often get email from tbrusnahan@yahoo.com. [Learn why this is important](#)

Shorewood Elected Trustees,

We are a family of five Shorewood voters, and we oppose the proposed sale of the public parking lot to a developer in the high-density North Oakland neighborhood.

We live two blocks from the site. Residents on Cramer Street already have difficulty finding parking on their own block due to overflow from nearby commercial properties and apartment buildings, and this overflow often extends onto the next block of Murray.

From our perspective, it appears that the board has developed a form of tunnel vision around the topic of affordable housing. In focusing so heavily on increasing low-income housing options in Shorewood, this project seems to attempt to resolve one issue while creating another, which is difficult for residents to understand. This is especially concerning given that the parking lot in question was originally designated to help manage ongoing parking needs.

In recent years, we have watched trustees approve multiple new developments in what is already the highest-density community in Wisconsin, yet these decisions have not adequately addressed the accompanying parking impacts. This ongoing trend is troubling, and many residents increasingly feel that their concerns are not being fully considered.

We will continue to monitor this proposal closely, and it will influence our voting decisions in the next election.

As a final note, after watching several recorded village meetings, we are surprised by the manner in which some trustees respond to community input. Trustees are elected to represent the interests, concerns, and priorities of Shorewood residents. Our community needs to trust that our trustees are trustworthy and truly attentive to the voices of those they represent.

We hope you are listening.

The Brusnahans

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From: [Ann McKaig](#)
To: [Toya Harrell](#)
Subject: Fw: Strong Opposition to Introducing Parking Meters in Shorewood
Date: Tuesday, March 10, 2026 9:00:47 PM

Public comment on parking meters.

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From: Graham, Hilary <HGraham@rwbaird.com>
Sent: Friday, February 20, 2026 12:50:17 PM
To: Ann McKaig <presidentmckaig@shorewoodwi.gov>
Subject: Strong Opposition to Introducing Parking Meters in Shorewood

You don't often get email from hgraham@rwbaird.com. [Learn why this is important](#)

Dear Village Leadership,

I am writing to express my strong displeasure with the idea of introducing parking meters in Shorewood, as referenced in the Village's recent request for input and the RFP related to parking management systems.

In my opinion, Shorewood has a real opportunity to continue supporting our local businesses by remaining a welcoming, convenient destination. Many patrons already choose Shorewood specifically because nearby communities have parking meters and ours does not. Introducing paid parking would be a clear deterrent, not an incentive, and would place our businesses at a disadvantage. The current time-limited parking regulations feel more than sufficient to ensure turnover without adding an unnecessary financial barrier.

Additionally, as a working parent with young children who cannot walk to school alone or be dropped off independently, driving and parking is not optional—it is necessary. Due to the increasing volume of renters and limited on-street availability, I often need to park on Oakland briefly to get my children to school before heading to work. The idea that I would need to pay for what is often a 10–15-minute activity is frankly offensive.

Given the high level of taxes Shorewood residents already pay, I would hope resident perspectives—especially those that reflect daily realities—are strongly considered before pursuing any system that introduces paid parking where none currently exists.

I urge the Village to reconsider any movement toward parking meters and instead continue policies that support residents, families, and local businesses alike.

Thank you,

Hilary Graham

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From: [Ann McKaig](#)
To: georgeebner@icloud.com; [Jim Arndorfer](#); [Eric Couto](#); [Arthur Ircink](#); [Matt McGovern](#); [Kathy Stokebrand](#); TrusteeWaren@shorewoodwi.gov; [Rebecca Ewald](#); [Toya Harrell](#); [Bart Griepentrog](#)
Subject: Re: Village Meeting 3/16/2026
Date: Sunday, March 15, 2026 2:19:29 PM

Thank you- I'm copying staff so that the trustees know it is on record.

PLEASE DO NOT REPLY ALL

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From: georgeebner@icloud.com <georgeebner@icloud.com>
Sent: Saturday, March 14, 2026 4:48:13 PM
To: Ann McKaig <PresidentMcKaig@shorewoodwi.gov>; Jim Arndorfer <TrusteeArndorfer@shorewoodwi.gov>; Eric Couto <TrusteeCouto@shorewoodwi.gov>; Arthur Ircink <TrusteeIrcink@shorewoodwi.gov>; Matt McGovern <TrusteeMcGovern@shorewoodwi.gov>; Kathy Stokebrand <TrusteeStokebrand@shorewoodwi.gov>; TrusteeWaren@shorewoodwi.gov <TrusteeWaren@shorewoodwi.gov>
Subject: Village Meeting 3/16/2026

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Dear President McKaig and Trustees,

I believe that there is good intentions by the village board to try to impact the affordability of housing in Shorewood. However, in light of the new information provided by Mr. Meier in Shorewood is Talking website I ask that you reconsider your vote on the project located at 4450 N Oakland. If any of the points Mr Meier makes are accurate a more cautious approach to this development might be prudent.

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Thank you for your consideration regarding this new information,

George Ebner

Sauer, James Michael

From: [Ann McKaig](#)
To: [Rebecca Ewald](#); [Toya Harrell](#)
Subject: Fw: 4450 N. Oakland project
Date: Sunday, March 15, 2026 8:16:58 PM

Please include with other emails received.

Rebecca: This may be a question for Nathan - per the statement below, that the parking is a public asset, how is a "public asset" determined from a legal perspective? And does the parking lot meet that threshold in that it should be protected? Is this person stating that we should protect the parking lot as if it were a park or wetlands?

Thank you.

From: Ann McKaig <PresidentMcKaig@shorewoodwi.gov>
Sent: Sunday, March 15, 2026 8:09 PM
To: James Michael Sauer <jmikesauer2@yahoo.com>
Subject: Re: 4450 N. Oakland project

Hi Mike,

Thank you for sharing your position. Any agreement we have with the developer would hinge on him receiving all the financing he needs before he has access to the Village TID 1 extension funds. So the process protects us. These funds are already on hand so there would be no delay to tax increment benefit upon completion of the project.

Even so, TIF does not direct funds away from those entities as you suggest. It actually creates tax base that would not have occurred otherwise, therefore creating more revenue for all taxing entities. That is a common misunderstanding.

I will make sure that your email is part of the record.

Sincerely,
Ann

From: James Michael Sauer <jmikesauer2@yahoo.com>
Sent: Friday, March 13, 2026 12:38 PM
To: Ann McKaig <presidentmckaig@shorewoodwi.gov>
Subject: 4450 N. Oakland project

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The Village Board should reject the Spoerl Commercial proposal at 4450 N. Oakland Avenue outright. Shorewood is a small, dense, walkable community that has deliberately maintained its character through thoughtful land use — and converting a strategically located public parking lot into a subsidized 19-unit apartment building runs contrary to the interests of the residents you were elected to serve. This proposal asks the village to permanently surrender a public asset, take on years of financial exposure through TIF financing, and gamble on state tax credits that are not yet secured — all for a single developer's project that faced no meaningful competitive bidding. TIF diverts tax revenue away from Shorewood's schools, public safety, and infrastructure for decades, forcing existing taxpayers to subsidize a development that primarily benefits a private developer. There is no binding guarantee that rents will remain affordable long-term or that the intended workforce population will actually be served. Shorewood deserves better than rushing a permanent, irreversible land decision based on one incomplete proposal. Vote no, demand the village reclaim this land for uses that serve the entire community, and instruct staff to launch a truly competitive and transparent redevelopment process before any public financing is committed.

Mike Sauer

Sent from my iPad

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Meier, Bill (Pt. 2)

From: [Bayer, Nathan J.](#)
To: [Ann McKaig](#); [Rebecca Ewald](#); [Toya Harrell](#); [Bart Griepentrog](#)
Cc: [Miller, Kayla A.](#)
Subject: RE: Village Board Meeting Talking Points
Date: Monday, March 16, 2026 10:26:41 AM
Attachments: [image002.png](#)
[image003.png](#)

Good morning:

See comments/answers in red below.

Nathan J. Bayer | Shareholder

NBayer@CrivelloLaw.com
Direct:414-290-7505



Crivello, Nichols & Hall, S.C.

710 North Plankinton Avenue Suite 500
Milwaukee, Wisconsin 53203
Main:414-271-7722
Fax: 414-271-4438
CrivelloLaw.com

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From: Ann McKaig <PresidentMcKaig@shorewoodwi.gov>

Sent: Sunday, March 15, 2026 8:01 PM

To: Rebecca Ewald <rewald@shorewoodwi.gov>; Toya Harrell <tharrell@shorewoodwi.gov>; Bart Griepentrog <bgriepentrog@shorewoodwi.gov>; Bayer, Nathan J. <NBayer@CrivelloLaw.com>

Subject: Re: Village Board Meeting Talking Points

Does TIF Policy 40 require a developer to provide a property management plan including the name and resume of the property manager?

Not specifically. There is an overall evaluation of the applicant, which included a comprehensive review by the financial team at Baker Tilly, to ensure the developer had the financial means to perform as promised.

There is something else to keep in mind in relation to the property management team, and that is the WHEDA process that the developer is going through simultaneously right now. WHEDA does have specific and strict requirements related to the management team, and a developer would not advance in the WHEDA process without a qualified management team. Each developer has to provide WHEDA a management agent certification worksheet. WHEDA evaluates "development team eligibility," and defines the "management agent" as part of that team.

This paragraph comes from the WHEDA guide explaining the application process:

Management agents listed on any HTC application must be certified by WHEDA and appear on the list of Approved Management Agents for the HTC Cycle year in which the Credit application is submitted. The management agent listed on the application must be retained by the ownership entity for at least five (5) years after the placed in service (PIS) date, unless a written request is submitted to and approved by WHEDA.

There are also penalties for failing to operate without a certified and approved management agent.

Here is a link to the applicable WHEDA site if you wish to peruse:

<https://www.novoco.com/public-media/documents/wisconsin-lihtc-qap-2025-26-08152025.pdf>

Also, while Mr. Meier sent this document, it contains no identifying information if it were to be separated from that email.

Have we been contacted by the AGO about an investigation into our implementation of TIF Policy 40 as it pertains to this proposal?

Not to my knowledge. That is not to say someone hasn't called them. But the fact that the village is considering selecting a developer to build affordable housing that has now made it through two layers of stringent WHEDA review, to be supported by extended TID funds that state statute specifically allows to be used for affordable housing, and with a Policy 40 that specifically refers to affordable housing as a positive for selection (see below), suggests that the AGO would likely have little interest in attempting to overturn the Village's policy decision.

Here is an example from Policy 40 referencing affordable housing:

8. Create a range of housing types and specifically encourage the development of workforce and affordable housing, especially housing that is for those earning less than the MilwaukeeWaukesha-West Allis area median income HUD calculation.

Is there any indication that the CDA did not fulfill their scope of their duty before voting to recommend that the Village Board negotiate an agreement with Spoerl Commercial, LLC?

See collective comments above. As noted, the stringent WHEDA process is acting as another layer of review, and one that the CDA and Board can consider.

Is there anything contained in this anonymous memo that would indicate we should defer the action as posted on the agenda?

That is a political question for discretion of the Board.

From: Ann McKaig <PresidentMcKaig@shorewoodwi.gov>

Sent: Friday, March 13, 2026 5:55 PM

To: Rebecca Ewald <rewald@shorewoodwi.gov>; Toya Harrell <tharrell@shorewoodwi.gov>; Bart Griepentrog <bgriepentrog@shorewoodwi.gov>; Nathan J. Bayer <nbayer@crivellocalarson.com>

Subject: Fw: Village Board Meeting Talking Points

See below

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From: Bill Meier <billmeierjr@wormjr.com>

Sent: Friday, March 13, 2026 3:21:24 PM

To: Ann McKaig <presidentmckaig@shorewoodwi.gov>; Jim Arndorfer <trusteearndorfer@shorewoodwi.gov>; Eric Couto <trusteecouto@shorewoodwi.gov>; Arthur Ircink <trusteeircink@shorewoodwi.gov>; Matt McGovern <trusteemcgovern@shorewoodwi.gov>; Kathy Stokebrand <trusteestokebrand@shorewoodwi.gov>; Wesley Warren <TrusteeWarren@shorewoodwi.gov>

Subject: Village Board Meeting Talking Points

Greetings,

Here are my talking points for the board meeting on March 16, 2026. I'm submitting these because I'm having a medical procedure that day in the afternoon and may not be speaking, but I will be in attendance.

Best wishes,
Bill

Sent with [Proton Mail](#) secure email.

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Sweda, Christine

From: [Ann McKaig](#)
To: [Toya Harrell](#)
Subject: Fw: Spoerl affordable housing project
Date: Monday, March 16, 2026 1:46:51 PM

From: Christine Sweda <christinesweda@gmail.com>
Sent: Monday, March 16, 2026 1:34 PM
To: Ann McKaig <PresidentMcKaig@shorewoodwi.gov>
Subject: Spoerl affordable housing project

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As a resident of Shorewood, I disapprove of the sale of the parking lot and excessive TIF funds provided to Spoerl for the affordable housing project. I think the parking lot should remain a public use asset and the TIF funds should be returned to the taxing jurisdiction (including roughly \$1M to the schools).

I kindly ask you to reconsider your view since 20-30 varying residents have attended roughly 6 CDA and Board meetings (20x6=120 up to 180) to express their disapproval, while only 2-3 residents attended only 1 meeting to express their favor. Please represent the majority of residents who do NOT think this project should proceed.

Thank you,
Christine Sweda

--

Christine Sweda

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Meier, Bill

If Shorewood wants successful affordable housing, it must work with an experienced developer.

I am not opposed to affordable housing. I am writing to you as a resident who has abundant operating experience in the development of major affordable housing projects in Milwaukee.

I have lived in Shorewood most of my life and have parked in the 4450 N. Oakland lot for many years. I was astonished to learn that the Village was planning to develop the lot without providing accommodations for the tenants currently renting spaces there. I was particularly concerned because two of the spaces are designated handicapped parking spaces.

This prompted me to look more closely at the situation. What I discovered is troubling. From what appears to be a lack of adequate due diligence by the Village to the apparent lack of experience of the proposed developer, it seems the Village may be taking a significant risk with taxpayer dollars. If affordable housing is not developed and managed properly, it can lead to serious problems for both tenants and the surrounding community.

Allow me to begin this narrative by establishing my experience in the category of affordable housing:

- In the early 1990s, my company at the time, TMB Management, was hired to manage a 179-unit Low Income Housing Tax Credit (LIHTC) project spread across 6 buildings in Milwaukee. I was hired to manage the Johnson Square project from construction through lease-up and ongoing operations. **This was the largest LIHTC development in Wisconsin.**
- Two years later, I worked for the Mandel Group to open and lease the YW Villages development, a renovation of six buildings by the YWCA of Milwaukee containing more than 150 apartments. This also was a LIHTC project, which was **the 2nd largest at the time in Wisconsin.**
- **I was the first person in Wisconsin trained in LIHTC compliance** who was not a state employee or affiliated with a non-governmental organization. My staff also received LIHTC compliance training, and each staff member had several years of prior real estate management experience, including HUD Section 8 leasing and compliance.

In the above developments, we actively and intentionally addressed significant concerns from the community, developers, and investors regarding the leasing of more than 300 low-income apartments in what was then the highest-crime neighborhood in the City of Milwaukee. We worked closely with social service agencies, community organizations, and the Milwaukee Police Department to provide support services for residents. These services included tenant training, literacy programs, health screenings, financial counseling, and legal services, among others.

Managing residential property successfully requires specialized skills. Managing low-income housing requires additional expertise. Maintaining compliance with LIHTC regulations requires yet another specialized skill set. Successfully managing a residential tax credit property requires broad experience, training, and operational expertise.

As part of my due diligence regarding the proposed development at 4450 N. Oakland, I researched the developer, Spoerl Commercial. I was surprised that the Community Development Authority (CDA) approved Phase One, let alone Phase Two, and has recommended that the Village Board proceed further. At this point, the Village should pause and reconsider.

Spoerl Commercial is a new company founded in 2022. Available information suggests the company has one, possibly two employees. The primary employee appears to be Brian Spoerl. LinkedIn lists one other employee: Tahar Shawar. However, according to Mr. Shawar's LinkedIn profile, he operates a technology company called Growth & Pitch that focuses on website branding infrastructure and other technology services. There is no indication that Mr. Shawar or Growth & Pitch has experience in real estate development or Low Income Housing Tax Credit projects.

The LinkedIn page for Spoerl Commercial states that the company has "over 30 years of experience," yet the company itself has existed for only four years. Mr. Spoerl personally lists either 25 or 30 years of experience in real estate, depending on the source.

Search results indicate that Mr. Spoerl previously worked at Irgens, a Milwaukee real estate firm. His LinkedIn page references several healthcare facility developments associated with Irgens. The page also contains a non-working link to brianspoerl.com and a post identifying himself as a healthcare real estate professional. A November 11, 2025 article in the Milwaukee Business Journal describes him as a "former medical office developer."

The listed office address for Spoerl Commercial appears to be a shared office space operated by "Spaces" which caters to those wishing to operate "virtual offices" and "co-working" spaces.

I was unable to find evidence that Spoerl Commercial or Brian Spoerl has significant experience developing or managing LIHTC properties. The only related projects appear to be two developments currently in progress: one under construction in Whitefish Bay and another proposed development in Sturgeon Bay awaiting planning commission approval, along with the proposed project at 4450 N. Oakland currently under consideration by the Village of Shorewood and the Wisconsin Housing and Economic Development Authority (WHEDA).

After reviewing the limited information available about Spoerl Commercial, I turned my attention to the actions of the CDA. I questioned how the CDA could advance this proposal given the apparent lack of experience in developing and managing LIHTC properties and the apparent lack of staffing within the development company.

Throughout my career working with real estate developers, I frequently appeared before municipal boards, community development authorities, and zoning boards seeking project approvals. In most cases, these bodies consisted of well-intentioned community members. However, many members often lacked the background, education, or technical expertise needed to fully evaluate complex development proposals.

Some boards recognized these limitations and hired qualified experts to provide guidance. Others did not seek additional expertise, resulting in decisions made without a full understanding of the issues involved.

After reviewing CDA meeting minutes and watching the video from the February 25, 2026 meeting, it appears that the CDA may not have conducted sufficient due diligence regarding Spoerl Commercial or the requirements for a successful LIHTC development.

Would a reasonable person conclude that a company with no proven experience developing Low Income Housing Tax Credit apartments, minimal staff, no clear office presence, no demonstrated experience managing low-income residential properties, and no track record of LIHTC compliance is the right developer for such a project? I believe the answer is no.

I was unable to find evidence that the CDA asked how the property would be managed once completed.

I could not find evidence that the CDA requested or verified a professional resume for Brian Spoerl. Given his limited experience with LIHTC developments, this would be an essential step.

I also could not find evidence that the CDA asked how much personal equity Mr. Spoerl would contribute to the project.

Did the CDA consult Baker Tilly or another experienced LIHTC developer regarding the customary developer's fee for a project like this? If the proposed developer's fee were excessive, the Village could request that it be reduced to a customary level.

Spoerl Design Build and Selzer-Ornst are reportedly partnering on the construction of the Oakleaf project. What compensation will Spoerl Design Build receive for this partnership? This type of relationship adds to the profits realized by developers.

The CDA hired Baker Tilly as a consultant. If so, why has Baker Tilly not addressed the management component of the project? Property management is just as critical as development.

Why did the CDA choose Baker Tilly rather than consulting experienced LIHTC developers such as Heartland Properties, Gorman & Company, or the Alexander Company? All three are headquartered in Madison and have extensive experience with LIHTC developments across Wisconsin and nationally. It appears that none of these firms were even sent a request for proposal.

Why did the CDA vote not to obtain a market-rate appraisal of the parking lot? Failing to obtain an appraisal could expose the Village to criticism if it is later revealed that public land was sold without a proper valuation.

When a flawed process is followed, flawed outcomes often result. The CDA's recommendation appears to contain many unanswered questions.

In my opinion, the CDA's actions may constitute misfeasance, nonfeasance, or both. I understand that the Office of the Attorney General of Wisconsin has been contacted regarding a potential investigation into this matter. I intend to contact that office as well to encourage a review of this situation.

I do not understand why the CDA believes this development proposal is prudent.

Public opposition to this project appears to be growing. Residents are organizing, communication among stakeholders is increasing, and more individuals and experts are becoming involved.

I urge the Village Board of Trustees to carefully consider whether the CDA has fulfilled its responsibilities. The Board should halt this process before it becomes a public relations problem for the Village of Shorewood.

If this project ultimately fails, the individuals most harmed will be the tenants. That must remain the primary concern.

Furthermore, a March 12, 2026 article in the Door County Pulse reports that the Sturgeon Bay Aesthetic Design and Site Plan Review Board approved plans on March 9 for Spoerl Commercial to begin the first phase of an affordable housing project. However, because the developer changed the plan from two apartment buildings to one, the modification is considered "substantial" under the existing Planned Unit Development approval. As a result, the proposal must return to the Sturgeon Bay Plan Commission for additional approval at its March 25 meeting.

Foster-Tony, Taffie

From: [Ann McKaig](#)
To: [Toya Harrell](#)
Subject: Fw: North Oakland Public Parking Lot
Date: Monday, March 16, 2026 1:47:27 PM

From: Taffie Foster-Toney <tftoney@gmail.com>
Sent: Monday, March 16, 2026 1:20 PM
To: Ann McKaig <PresidentMcKaig@shorewoodwi.gov>
Subject: North Oakland Public Parking Lot

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Good Afternoon Mr. McKaig

As a renter who lives across the street from the North Oakland Ave public parking lot, I ask that you and the other trustees reconsider the sale. The sale would be detrimental to the community. Was it considered where will the current residents will park? What about our small businesses? When there is no parking that keeps people from patronizing the business. There is already parking issues in Shorewood. Why would Shorewood create more parking issues?

Ms. Toney

Thank you

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Alternative Concept Proposed for Shorewood to Preserve Parking and Deliver Affordable Housing

*Idea would maintain public parking while creating new housing
– without relying on TIF funding or tax credits*

March 16, 2026 – Shorewood, Wisconsin – The proverb “necessity is the mother of invention,” often attributed to Plato, reflects the idea that difficult challenges can inspire creative solutions. In that spirit, Affordable Shorewood has spent the past week developing an alternative for the Shorewood Village Board to consider – one that addresses community concerns raised about the development plan proposed by Spoerl Commercial.

The concept, developed by local entrepreneur Andrew Bergholz, aims to preserve public parking while adding a mix of market-rate and affordable housing at the site of the public parking lot at 4450 North Oakland Avenue.

Key elements of the alternative include:

- Purchase of the public parking lot at 4450 North Oakland by Sconnie Properties for \$450,000, exceeding the price offered by Spoerl Development.
- Construction of a multi-level paid parking structure for public and private use.
- Development of a multi-story building with apartment units, including elevator access for residents and parking users.
- Up to five units designated as below-market housing under a 30-year affordability commitment.
- No reliance on Low-Income Housing Tax Credits or Shorewood Tax Increment Financing (TIF) as part of the financing package.
- Installation of a neighborhood mobility hub, including space for e-bike rentals and tenant bicycle storage.

Affordable Shorewood is asking the Village Board to pause the current sale process and to allow further development of this idea. The concept could allow approximately \$2.7 million in TIF funding to be returned to local taxing authorities, including an estimated \$700,000 to the Village of Shorewood and \$1.5 million to the Shorewood School District.

Bergholz brings significant experience in real estate and parking infrastructure. He previously served as President and Owner at Traffic and Parking Control Company (TAPCO), a Milwaukee-area firm providing traffic safety and parking solutions for governments and private businesses nationwide. Under Bergholz’s leadership, the company grew into a 300-employee operation

Through Scennie Properties, Bergholz currently owns properties in Shorewood and works with clients to buy, sell, rent, and manage real estate.

Bergholz is also renovating the building at 4451 North Oakland Avenue, directly across from the parking lot. The project will become “The Slab – Connect & Collect,” a retail and community-focused venue centered on sports memorabilia and collectibles. The space will include retail, a café and lounge area, and a second-floor event space intended to host community gatherings and neighborhood events.
www.theslab.net



The renovation is expected to transform the building into a new neighborhood destination.

A warm, fun, and inviting place for socializing. Here's a rendering of the building Bergholz is already renovating at 4451 North Oakland.

“I’m motivated to work with all parties and welcome the opportunity to discuss an alternative that meets multiple community objectives,” said Bergholz. “My background in real estate and parking gives me a unique ability to help preserve parking while adding new housing options for Shorewood.”

Jay Sorensen, a volunteer advocate with Affordable Shorewood, said the concept deserves serious consideration.

“This idea preserves public parking while also creating affordable housing and returning millions of dollars to our schools and local government,” Sorensen said. “We hope Village Trustees will take the time to allow collaboration on this concept.”

The Shorewood Village Board is scheduled to vote on the current development proposal on March 16 at 7:30 p.m. at Shorewood Village Hall. Bergholz will attend the Village Board meeting and is committed to working to finding a great outcome for the Village.

About Affordable Shorewood: Affordable Shorewood is a grassroots organization of renters, homeowners, families, businesses, and landlords who want Shorewood to remain affordable and livable for all. Founded by a group committed to preserving Shorewood’s small-town character, believes village trustees should prioritize the needs of current residents in all planning decisions. Learn more at <http://affordablesshorewood.org/>

Contact: Jay Sorensen, Volunteer and Advocate, jay “at” AffordableShorewood.org

Disclosure: There is no financial relationship between Affordable Shorewood and Scennie Properties, or their representatives.

From: [Ann Mckaig](#)
To: [Toya Harrell](#)
Subject: Fw: Oakland Development
Date: Monday, March 16, 2026 1:49:19 PM

From: Sara Jackson <saramasonjackson@gmail.com>
Sent: Monday, March 16, 2026 12:15 PM
To: Ann Mckaig <presidentMckaig@shorewoodwi.gov>; Jim Arndorfer <TrusteeArndorfer@shorewoodwi.gov>; Eric Couto <TrusteeCouto@shorewoodwi.gov>; Arthur Ircink <TrusteeIrcink@shorewoodwi.gov>; Matt McGovern <TrusteeMcGovern@shorewoodwi.gov>; Kathy Stokebrand <TrusteeStokebrand@shorewoodwi.gov>; Wesley Warren <TrusteeWarren@shorewoodwi.gov>; Rebecca Ewald <rewald@shorewoodwi.gov>
Subject: Oakland Development

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Hello,

I am writing to request the Board please consider whether any TIF funds used for the Oakland project can be given as a loan rather than a grant/gift. I haven't seen a good analysis of this option and think it is important to consider.

From what I can see in the Baker Tilly report from the May 2025 CDA meeting, the Baker Tilly analysis assumes the building will be sold for \$1m and stay affordable forever. In the event that does not happen and the building is eventually worth more than \$1m, I would like to see the Village repaid upon sale/refinance rather than seeing the developer receive all proceeds from the increased value of the land and building. Additionally, I don't see that Baker Tilly commented on whether Village support had to be in the form of a gift rather than a loan. Have they provided this sort of analysis or made a recommendation on this?

Additionally, the IRR calculation from Baker Tilly includes the cash put in from the "Equity Investors" as part of developer investment. This doesn't make sense when analyzing the developer rate of return on the project and seems to understate Sporel's rate of return. It looks like the developer receives a developer fee, will be paid as the general contractor, is likely to have operating income during the development and then will keep the proceeds from the sale of building and land in the future. That does not seem like a fair way to split the upside of this between the developer and the Village.

I hope all of this is considered when deciding whether to move the project forward.

Thank you,

Sara Jackson
4440 N Maryland
414-530-6829

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From: [Ann McKaig](#)
To: [Toya Harrell](#)
Subject: Fw: Affordable Housing Shorewood Count Me In
Date: Monday, March 16, 2026 1:50:45 PM

From: Liz Nelson <elizuk58@gmail.com>
Sent: Monday, March 16, 2026 12:12 PM
To: Ann McKaig <presidentmckaig@shorewoodwi.gov>; Jim Arndorfer <trusteeandorfer@shorewoodwi.gov>; Eric Couto <trusteecouto@shorewoodwi.gov>; Arthur Ircink <trusteeircink@shorewoodwi.gov>; Matt McGovern <trusteemcgovern@shorewoodwi.gov>; Kathy Stokebrand <trusteestokebrand@shorewoodwi.gov>; Wesley Warren <trusteewarren@shorewoodwi.gov>
Subject: Affordable Housing Shorewood Count Me In

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Greetings All,

I have lived in Shorewood for 40 years, 8 as a renter and 32 as a homeowner. The issue of affordable housing is at a crisis point in the US and I appreciate Shorewood taking the initiative to address it on some level. This is a very complex issue so I reached out to an Urban Planner who has experience with these very issues when he was a planner for the City of Janesville. He is now a planner for the City of Sun Prairie. He has his masters in Urban Planning and is also a Shorewood H.S. His name is David Salmon and he is my son. I'm sharing his thoughts on the affordable housing project proposed on Oakland Ave.

Important things to note about this affordable housing project:

1. The Milwaukee region is in dire need of more affordable rental units particularly for people earning less than the median income.
2. The Milwaukee region is a regional housing market which means that the amount of supply and cost to occupy units in nearby communities impacts the cost of housing in Shorewood.
3. Shorewood developed as a "streetcar neighborhood" where many of the charming apartments that line Oakland Ave and Capitol Dr were built because they were at the end of a streetcar line and workers were living their lives without private vehicles. Shorewood has had a shortage of parking since it first began to develop and while this may seem inconvenient to people now it's also one of the reasons Shorewood is so desirable. This community is as walkable as any in the Milwaukee region. When you have a higher concentration of housing, communities can sustain a higher concentration of amenities like restaurants, bars, and shops, and that's one of the reasons people love living in Shorewood.
4. If Shorewood were to fully "meet the need" for parking through off-street lots, they would need to tear down substantial numbers of housing units to do so. People who rent in Shorewood know that parking is constrained and many renters have to park within a couple blocks from their house similar to the east side of Milwaukee. People who eat, drink, and shop in Shorewood also know that parking is constrained and that they may need to park around the block to find a spot. This is what makes places

- walkable and is a feature of living in an urban place with a concentration of nice amenities. To say no to new development purely on the fact of parking is to fail to acknowledge that what makes Shorewood desirable in the first place, being walkable.
5. Infill development is a net positive for communities as higher intensity developments generate more tax base per acre than lower intensity buildings. This means they contribute more to the cost of maintaining infrastructure like sewer and roads and providing services like police, fire, and schools than do lower intensity buildings. They're also valuable for thriving main street businesses as it puts additional customers within a short walking distance of businesses. Because this parcel is currently owned by the public it's not only not generating taxes but is a net cost to the village because of the cost to maintain the facility.
 6. Shorewood is a safe community with many good amenities that is desirable for households of all incomes, backgrounds, and race and ethnicities particularly households who may otherwise be priced into living in much less safe neighbors due to a lack of available options. When the village was first discussing capturing extra years of TIF money in 2021 to use to build affordable housing the entire country was reckoning with questions about racial injustice, the roles that the US government and local communities had played in created segregated communities, and there was a strong desire to do something to address these historic injustices and to make Shorewood an even more inclusive place.
 7. Beyond questions of segregation and injustice, it's essential for communities to have a wide range of housing types and price points to support residents who have the desire to age in place. As people age they have a wide range of needs and the more housing options available the more likely they are to find an option that fits their lifestyle, health needs, and at a cost they can afford in the community they currently reside. This is not an option for everyone, especially in a place like Shorewood with such high demand, but it is another reason why adding affordable housing is a huge positive for a community. On top of this, the average household is getting smaller which means that for a community to maintain its population size it needs to add housing units.
 8. According to Marquette university, the average cost to produce a new housing unit in a multi-family building ranges between \$300,000 to \$450,000 and this cost sets the floor for what rents are needed to make a developer whole on a project. In order to produce new housing units with costs below market rate, subsidies are required. This is not due to developer greed, though they certainly make a healthy living in their line of work, this is instead due to the realities of how expensive it is do build in our current economy. Local governments do not have the ability to change how much it costs to build but they can take action. So yes its true the village needs to enter into an agreement with a private developer to build this building and any additional features that add cost to the building also add cost to the price of renting the unit. The village should ensure that this building fully meets the needs of people with disabilities, even if it costs the village more money to do so.
 9. It's very much in a local government's interest to purchase private land for public needs and to sell publicly owned property when doing so aligns with a community's interests and delivers something that the private marketplace won't or can't provide. This parking lot was originally created by the village in response to the need for more parking. At that time overnight street parking was not allowed in Shorewood, which substantially limited the supply of available parking for renters. Now with overnight parking available on-street, there is substantially more parking available than at the time this parking lot was created. Now the village has the opportunity to invest in

bringing new households to Shorewood, to do so with a lower price point than market rate, and to add to the tax base. This is one of those moments where the Village board is investing in Shorewood's future and it aligns with the communities interests of increasing the property tax base, being a community of choice, being inclusive to people of all means and backgrounds, and to welcoming more households to Shorewood.

10. Living in a community like Shorewood is not cheap. For most residents that cost is worth the benefits of being part of a world-class school district, having incredible parks, having an excellent public library, providing quality police and fire services, and being within walking and biking distance to Shorewood's business district. Shorewood has always been a community of choice and the choice to provide affordable housing reflects the desire to open the door to more households to enjoy the benefits this community has to offer, even if it means walking a little further. After all, Shorewood's walkability is one of the most desirable traits of this community. Trading out a surface parking lot for affordable housing is a tradeoff that the village board should make.

Warm Regards,

Liz Nelson (she/her)

1905 E. Jarvis St.

Shorewood, WI

CAUTION: This email originated from outside of the North Shore Consolidated O365 Email System (Bayside, Glendale, Shorewood, Brown Deer, Whitefish Bay, and North Shore Fire & Rescue). Do not click links or open attachments unless you recognize the sender and know the content is safe.

From: [Ann McKaig](#)
To: [Toya Harrell](#)
Subject: Fw: Vote to Approve Phase Two of 4448-4450 N Oakland
Date: Monday, March 16, 2026 1:55:20 PM

Thanks

From: Renee Tegge <renteg@gmail.com>
Sent: Monday, March 16, 2026 10:28 AM
To: Ann McKaig <presidentmckaig@shorewoodwi.gov>
Subject: Fwd: Vote to Approve Phase Two of 4448-4450 N Oakland

You don't often get email from renteg@gmail.com. [Learn why this is important](#)

----- Forwarded message -----

From: Renee Tegge <renteg@gmail.com>
Date: Mon, Mar 16, 2026 at 10:24 AM
Subject: Vote to Approve Phase Two of 4448-4450 N Oakland
To: <trusteecouto@shorewoodwi.gov>, <trusteeardorfer@shorewoodwi.gov>, <trusteestokebrand@shorewoodwi.gov>, <trusteestokebrand@shorewoodwi.gov>, <presidentnckaig@shorewoodwi.gov>, <trusteercink@shorewoodwi.gov>, <trusteemcgovern@shorewoodwi.gov>, <trusteewarren@shorewoodwi.gov>

Good morning,

I know each of you have invested a lot of time and energy in trying to make affordable housing a reality in Shorewood. I thank you for that.

These are the reasons I am asking you to vote no.

* The obvious ones: parking, congestion, business objections, no appraisal, and the benefit of 19 housing units juxtaposed to community objection.

* What else?

Only one developer, who has never done a similar project, submitted a bid. Makes me ask how feasible this really is. He already has his hand out for an extra \$1M from the Village.

How secure is the AHP funding from the federal government? Who ponies up the extra cash if that falls through?

At a time when dollars are scarce and needs are abundant, is this the best place to put our tax dollars?

For those of you who are committed to pushing forward at any cost, please remember, you don't have to get married just because the invitations have been sent out. There is still time to reconsider.

Thank you,

Marquardt, Hannah

March 16, 2026

TO WHOM IT MAY CONCERN:

The purpose of this letter is to share my interest in the availability of affordable housing in the Village of Shorewood and to share my experiences. The details I am sharing are of a personal nature in an effort to support this venture.

My name is Hannah Marquardt and I am the mother of two elementary students at Lake Bluff. I am currently the Building Substitute Teacher at Shorewood High School and have been an employee of the Shorewood School District since August of 2022. I moved to this neighborhood to be closer to my children's father, also a resident of Shorewood. He and I have been divorced since 2020 but are very amicable and coparenting well has been our highest priority throughout every circumstance. Within that priority of coparenting, we share the agreement and common value that our children receive a high standard of public education. This is why I took a job in Shorewood and moved our family here to be residents and able to enroll in the school system.

Some of the background of where I was prior to Shorewood: When I was newly divorced, finding a safe, affordable place to live was challenging. As a newly single mother during the peak of COVID, and due to having two small children, I had to act quickly and take what was available for housing. I found an apartment in Waukesha County. From 2020 until 2022, I rented from a company that was wildly unlawful with business and housing practices. Due to my income level, I was also required to pay a higher security deposit, per the building owner, and could not afford private representation when I questioned the practices, including the utility billing for water and sewer. One February night in 2022, I woke up in the middle of the night and watched a four-unit building next to me burn down in a fire. I watched a man jump out of the window from the second floor, and he and his roommate were both badly injured and required extensive hospitalization. I watched EMTs remove a lifeless body to my back yard on a stretcher after that resident lost his life, and his partner later died in the hospital. The cause of the fire was due to ineffective smoke detectors. After being in the residence for a year and a half, I also received a letter from an attorney's office about some of the practices that were standard for the company owner that I was renting an apartment from in Waukesha County had been brought back into a lawsuit with the State of Wisconsin. Please note this link to one of the settlement letters from the State of Wisconsin vs. Wisconsin O'Connor Corporation: <https://datcp.wi.gov/Documents2/20180607WIOConnorCorpSettlement.pdf>

It appears that even property companies with long litanyes of experience can be untrustworthy. Seeing that unfold was the catalyst for me to look for other housing.

I started to look for other housing and employment options, and was offered two jobs in the summer of 2022: one in the Waukesha School District, and one in the Shorewood School District. I knew that my kids would get the better education and cultural experience of SDS, and I really loved that the mission of the SDS included *diversity, equity, and inclusion*. I took the job in Shorewood I have loved being an employee in every building during the school year- both in the Library Media Centers in all four schools, as a Recreation Department Instructor for ballet, creative dance, and summer camp offerings, in the off-season as a Summer School aide and finally, as a Camp Shorewood employee. The point of this is to share with you that not only am I employed in the community, but I live and vote here as well. And I love being a part of the vibrant fabric of this place.

When I first moved to Shorewood in October of 2022, I rented from a company that owned many of the properties close to school and took what was available in a higher price range.. I immediately took a huge jump in rental costs by \$300 per month from the previous two years but felt that living in a community setting that was safe and walkable with excellent schools was a small compromise to make. The first building we lived in was a huge, had a habit of unhoused people sleeping and urinating in the foyer that we would have to step over to get out of the building in the morning, college students partying and fighting until all hours of night, cigarette and marijuana smoke constantly in my hallway, and cockroaches in the outdated basement laundry facility we shared with the 20-some other units. After seeing the cockroaches unafraid in the laundry room, I knew I had to move to a more family-friendly space. Shortly after the decision, I got a letter from the rental company informing me that my rent was going up and no updates (replacing the 25+ year -old carpeting, painting hallways, repairing broken windows and doors in common spaces, pest control) would be happening. I found a privately owned townhome, I was the first of 45 people to see and apply for, and when I say miraculously I was able to secure in 2023, that is no exaggeration. I am so thankful for my current home, and while it is a steep expense, with the rent incrementally creeping upwards to \$1500, I have a relatively quiet and residential space to raise my kids. Regardless of being a renter, I am still contributing to taxes in my district. I have voted in every election since moving here in 2022. I am an active participant in the community.

I am a graduate of UW-Milwaukee's Peck School of the Arts and have several post-secondary credits towards a Masters' Degree with the School of Information Sciences. I am not uneducated and have worked tirelessly on self-development over the years. I have been the Head of Household for six years,

four of which have been in a somewhat affluent neighborhood. I repeat, I have worked tirelessly to support and provide for my children, give them a safe neighborhood and school setting, and also be able to provide the basic tenets in my opinion, of a well-rounded lifestyle: music and foreign language lessons, recreational opportunities like swimming lessons, sports and creative and enhancing programming, and travel when possible.

While I have been challenged financially, I have always looked at my ability to care for my children as a blessing and opportunity. I hope to someday own my own home in this neighborhood. Looking at the paradox of high rental rates for decent homes and the lack in increase of wages for someone in my position as a substitute teacher, the difference in paying \$1500 per month for a two bedroom townhouse versus what the scale would be for the proposed building development would give me the difference of \$220 in housing expenses, or roughly \$2664.00 per year. That amount may seem small to some of the people listening to this, but to me, it is an invaluable nest egg towards the downpayment on a house, further education, and any number of enrichment activities and experiences for my two children. My goal has always been to continue to improve my circumstances, and an opportunity like sliding scale housing would be a huge value to my family and me.

If I can share anything from my perspective that I would hope would make what I am saying a valid argument *in favor* of using the TIF funds Shorewood has toward an opportunity like this affordable housing. This could be the difference in someone's life -not just mine and my children- between living in a run-down building owned by a rental company clearly not interested in any improvement to the community, to a space that could be a relief from the exhausting and devaluing game of constantly trying to stay ahead of the rent game, and trying to stay afloat in an unfriendly-to-single parents-economy.

I must also be clear about a perception that may be held by many in opposition to this endeavor: not all of those seeking affordable housing are "low-income" by choice. Many of us are trying our hardest to make a better life for ourselves, our families and our communities. I have worked my entire adult life to be a productive member of society and would love to *not* have to be petitioning strangers to allow anyone to apply for subsidized housing, and especially, to not have my status as "low-income" be equated with "no-value" stigma attached to me as a person. I would hope that I, and others in my situation, be seen as a member of a community that has tried to do things with nobility and care for the bigger picture while improving myself and my value to the market along the way.

Thank you for your time and attention to this matter. I hope my sharing these details will give a new perspective to what is an excellent opportunity to show the diverse, equitable and inclusive values that brought me to this neighborhood in the first place and keep me here, as well.

Very best regards,
Hannah Marquardt

From: [Casey Sabinash](#)
To: [Toya Harrell](#); [Rebecca Ewald](#)
Subject: Casey Sabinash - The Slab - Village of Shorewood Board Meeting (3/16/26) Thoughts on Parking Development
Date: Monday, March 16, 2026 5:36:29 PM

Good evening.

I will be in attendance at this evening's Village Board meeting. Below is a statement I have prepared on behalf of myself and my team's start-up business. Please feel free to share these comments with others as you see fit. Thank you.

"My name is Casey Sabinash, and I serve as General Manager of The Slab™, a start-up hobby and hospitality business currently being developed here in the Village of Shorewood. I was brought onto this team with the responsibility of helping build and lead what we believe can become a truly successful destination operation.

My background in retail, marketing, and hospitality has given me the opportunity to travel across the country and study what makes a business like ours thrive. One consistent theme stands out. The most successful destination businesses are positioned in communities that make it easy for visitors to arrive and explore.

Right here in Wisconsin we have many examples of communities, large and small, that successfully welcome travelers from across the state and even across the country. These places thrive because they have developed the infrastructure necessary to support visitors and businesses alike.

The Slab continues to build-up a customer base that extends well beyond Shorewood and Milwaukee's North Shore. Our clients are passionate collectors, hobbyists, and patrons who frequently travel to experience unique destinations. Every week I hear from people in Milwaukee, Green Bay, Eau Claire, Madison, and other communities who are excited to visit Shorewood specifically to experience what we are building.

That vision relies on making it easy for people to come here and enjoy what our community has to offer. For that reason, I respectfully ask the board to pause and reconsider the current proposed development of this public parking lot, as we believe it may further limit the accessibility necessary to support the destination experience, we are working to build.

Our goal is to grow alongside Shorewood and help bring visitors into the village who will support The Slab™ and other local businesses.

Thank you for your time and for considering this perspective."

--

Casey Sabinash

General Manager - The Slab

Phone: (414) 522-6297

Email: casev@theslab.net

Website: theslab.net - Sign up for updates

Connect & Collect

From: [Bart Griepentrog](#)
To: [Ann McKaig](#); [Rebecca Ewald](#); [Toya Harrell](#)
Cc: [Fernando Santiago](#); [Justin Burris](#)
Subject: RE: ADA Parking Policy
Date: Monday, March 16, 2026 1:59:40 PM

They are processed as Special Privilege requests upon [application](#). The review process for those applications is outlined in [500-24B\(2\)](#), which states:

Accessible loading and accessible parking zones. A special privilege permit for an accessible loading zone or accessible parking zone shall be issued by the Planning and Development Director, after a feasibility review by the Director of Public Works and Police Chief, or their designees, to confirm the presence of an adequate, unprohibited parking space adjacent to the curb or property line of the applicant. If the application is adjacent to residential property, the applicant shall confirm receipt of a permanent disabled parking license plate or identification card. The decision of the Planning and Development Director may be appealed to the Village Board. The decision of the Village Board shall be final. All permits shall be for a period of one year or less and shall expire on the first day of May, unless sooner revoked by the Planning and Development Director.

Bart Griepentrog, AICP, CNU-A
Planning & Development Director

From: Ann McKaig <PresidentMcKaig@shorewoodwi.gov>
Sent: Monday, March 16, 2026 1:55 PM
To: Bart Griepentrog <bgriepentrog@shorewoodwi.gov>; Rebecca Ewald <rewald@shorewoodwi.gov>; Toya Harrell <tharrell@shorewoodwi.gov>
Cc: Fernando Santiago <fsantiago@shorewoodwi.gov>; Justin Burris <jburriss@shorewoodwi.gov>
Subject: Re: ADA Parking Policy

Thanks. Do requests for ADA stalls fall under TAPR?

Toya please include with other email comments provided this evening, thanks

From: Bart Griepentrog <bgriepentrog@shorewoodwi.gov>
Sent: Monday, March 16, 2026 11:52 AM
To: Ann McKaig <PresidentMcKaig@shorewoodwi.gov>; Rebecca Ewald <rewald@shorewoodwi.gov>; Toya Harrell <tharrell@shorewoodwi.gov>
Cc: Fernando Santiago <fsantiago@shorewoodwi.gov>; Justin Burris <jburriss@shorewoodwi.gov>
Subject: RE: ADA Parking Policy

Hi President McKaig,

See below.

Regards,
Bart

Bart Griepentrog, AICP, CNU-A
Planning & Development Director

From: Ann McKaig <PresidentMcKaig@shorewoodwi.gov>
Sent: Monday, March 16, 2026 7:09 AM
To: Bart Griepentrog <bgriepentrog@shorewoodwi.gov>; Rebecca Ewald <rewald@shorewoodwi.gov>; Toya Harrell <tharrell@shorewoodwi.gov>
Subject: ADA Parking Policy

Good morning,

What policy regulates ADA parking spaces in Village owned parking lots and on-street parking?

The requirement to have accessible parking stalls within a parking lot comes from the federal ADA legislation. When up to 50 spaces are provided, at least two shall be ADA compliant. This is reviewed/enforced through the building code. Here's a [link](#) to general requirements associated with ADA parking. I am not familiar with any requirements for on-street ADA parking minimums, but if provided, guidance is available for how to design them.

Are the ADA spaces in the 4450 parking lot reserved for people who applied for them?

No. These stalls are not permitted/reserved for the specific use of anyone. They are to be available to anyone with the required plates/tags.

Could those spaces be relocated onto Oakland if the users still qualify and request them?

The Village can install ADA stalls on the street, but once again, they would not be reserved for anyone's specific use. The same goes for when someone requests this type of stall in front of their house or business. We install it, but it cannot be reserved for someone's specific use.

Thanks!

Get [Outlook for iOS](#)

From: [Bart Griepentrog](#)
To: [Ann McKaig](#); [Rebecca Ewald](#); [Toya Harrell](#)
Cc: [Fernando Santiago](#); [Justin Burris](#)
Subject: RE: ADA Parking Policy
Date: Monday, March 16, 2026 11:52:07 AM

Hi President McKaig,

See below.

Regards,
Bart

Bart Griepentrog, AICP, CNU-A
Planning & Development Director

From: Ann McKaig <PresidentMcKaig@shorewoodwi.gov>
Sent: Monday, March 16, 2026 7:09 AM
To: Bart Griepentrog <bgriepentrog@shorewoodwi.gov>; Rebecca Ewald <rewald@shorewoodwi.gov>; Toya Harrell <tharrell@shorewoodwi.gov>
Subject: ADA Parking Policy

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VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO VILLAGE BOARD

Agenda Item: Consider Applications for Special Privilege Approval for outdoor seating in the sidewalk public right of way.

Date: April 6, 2026

Presenter: Bart Griepentrog, AICP

Department: Planning & Development

History – *Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.*

Per Village Code [466-18](#), Special Privileges for obstructions on the public right of way may be granted by the Village Board. To further clarify that practice, the Village Board has also adopted [Policy 18](#) Outdoor Seating in the Public Right-of-Way. This policy was most recently updated on December 17, 2018, and allows temporary outdoor seating from March 15 through November 15, subject to Village Board approval.

As part of its annual work plan, the Planning & Development Department e-mailed invitations and applications to commercial businesses who have received Special Privilege for Outdoor Seating approvals in the past or have recently opened. Invitations to 21 businesses were sent out. Eight applications were approved on March 2, 2026. Two additional applications have been received since that time.

Agenda Item Discussion – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

All applications and seating plans up for consideration are attached to this memo. Applicants have indicated that their plans will remain the same as their 2025 installations or provided updated plans.

Due to the reconstruction of N. Oakland Ave. north of E. Capitol Dr. to the north Village limits, the Department of Public Works and Police Department have requested that special privileges for outdoor seating be conditioned upon the following:

Current construction stage (est. through mid-July)

- East side (adjacent to work zone) – no furniture/seating in area between sidewalk and curb during working hours (7:00 am – 6:00 pm M-F).
- West side (adjacent to live traffic lane) – no furniture/seating in area between sidewalk and curb during this phase.

Next construction stage (estimated to start mid-July):

- East side (adjacent to live traffic lane) – no furniture/seating in area between sidewalk and curb during this phase.
- West side (adjacent to work zone) – no furniture/seating in area between sidewalk and curb during working hours (7:00 am – 6:00 pm M-F).

Applicants are required to sign agreement to the General Conditions for Special Privilege Approval stipulated on page 2 of the application, in addition to specific requirements associated with Outdoor Seating stipulated within Exhibit 1 of the application. These conditions note that “the petitioner agrees that the Village of Shorewood, its employees, agents or representatives, shall be held harmless from all liability for injury to the previously mentioned property and damages accruing there from by acts of any Village employees, agents, or representatives in carrying on their assigned duties in such capacity of employment, on the property above described.” Current insurance documentation will be confirmed from all applicants prior to the issuance of permits.

Fiscal Note – *Please include the budget impact for this agenda item.*

A \$100 application fee is required for consideration. That revenue is deposited in the Planning & Development Department’s Miscellaneous Revenue account (100-2400-48900).

Community and Business Outreach – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes No

Action Required / Recommended – *Please include the recommended motion or possible actions for this agenda item.*

I move to approve the Applications for Special Privilege Approval for outdoor seating in the sidewalk public right of way, **subject to the conditions recommended by the Department of Public Works and Police Department**, at:

- Draft and Vessel, 4417 N. Oakland Ave.
- Three Lions Pub, 4515-17 N. Oakland Ave.

Attachments – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Exhibit 1 – Outdoor Seating within the Public Right-of-Way Requirements

2. Application for Special Privilege Approval for outdoor seating at Draft & Vessel, 4417 N. Oakland Ave.
3. Application for Special Privilege Approval for outdoor seating at Three Lions Pub, 4515-17 N. Oakland Ave.

EXHIBIT 1

Outdoor Seating within the Public Right-of-Way Requirements

1. A minimum of **five (5)** feet of the **six-foot** public sidewalk shall remain unobstructed at all times. This shall be a guideline subject to the discretion of the Planning & Development Department and, finally, the Village Board in authorizing such a permit.
2. Tables, chairs, planters, and other items may be located on both sides of the public sidewalk only if Requirement #1 can be completely satisfied and such use was indicated and approved in the original application for the Outdoor Seating Permit.
3. No seating shall be allowed within a designated curbside bus stop area.
4. Seating may extend beyond the petitioner's property lines with the written approval of the adjacent property and/or business owners.
5. Any area provided by this permit may be used and/or occupied during the specified times:
 - a. Sunday through Thursday 7 a.m. to 10 p.m.
 - b. Friday through Saturday 7 a.m. to 11 p.m.Anyone wishing to use this permit beyond the hours given requires approval from the Village Board of Trustees.
6. The petitioner may request that public street furniture be removed from the immediate area by the Shorewood Department of Public Works. Public street furniture **will not** be moved or rotated on a seasonal basis.
7. The petitioner shall make arrangements for proper litter control and removal of waste generated by dining patrons. Public waste receptacles will not be provided for this purpose. Sidewalks and public areas must be kept clean and clear of debris.
8. Amplified music is prohibited. Noise complaints that are not addressed is a reason for revoking special privilege permit or non-renewal.
9. All applicable fees shall be submitted with the Special Privilege permit application. Outdoor Seating shall be allowed between **March 15 and November 15**, by permit. All permits, regardless of issue date, shall expire on **November 15** of the year of issuance. Applications for renewal shall be made in the same manner as the original application. Permits are not transferable or assignable.
10. Violations of the above shall be investigated by the Planning & Zoning Administrator. Any violations brought to the attention of the petitioner shall be corrected within a reasonable period of time as determined by the Village. Violations not corrected within five (5) days from being cited or advised of a violation shall be considered uncorrected. Three (3) uncorrected violations shall result in the loss of outdoor seating in the public way.



APPLICATION FOR SPECIAL PRIVILEGE APPROVAL

Village of Shorewood
 Planning & Development Department
 3930 N. Murray Avenue, Shorewood,
 WI 53211
 Phone 414.847.2606
 Email: PAD@villageofshorewood.org
 www.villageofshorewood.org

OFFICE USE ONLY		FEE	\$100.00
Permit ID	26-0551	Received	5.10.26
Insurance Certificate Exp.	6.22.26		
P & D Approval			
Village Board Date		Approved	Y N

50960

Approval by the Village Board of Trustee's is required before any temporary or permanent object is placed within the public way throughout the Village of Shorewood, including overhanging objects according to provisions of Section 66.0425 of the Wisconsin Statutes.

Property Address: 4417 N Oakland Ave			
Improvement Category (check one)			
<input type="checkbox"/> Plantings	<input checked="" type="checkbox"/> Outdoor Seating (*Exhibit 1)	<input type="checkbox"/> Parklet (*Exhibit 2)	<input type="checkbox"/> Other
Description of Public Way Improvement:			
Sidewalk seating for oakland ave reconstruct year for phase one. tables chairs only on building side of RoW sidewalk.			
Reason for Public Way Improvement: enhance retail biz district			
APPLICANT INFORMATION		PROPERTY OWNER INFO (if different from applicant)	
Name Nathaniel Davauer		Name	
Address 4413 N Oakland Ave		Address	
City/State/Zip Shorewood WI 53211		City/State/Zip	
Phone 414-364-3370	Alt. Phone	Phone	Alt. Phone
Email n@davauer.com		Email	

Material Submission

A certificate of liability insurance in the sum of \$100,000 - \$300,000 bodily injury, and \$25,000 property damage, insuring the Village against any liability that might arise by reason of this privilege must be filed with this application. This certificate must be kept current throughout the existence of this privilege.

Site plan showing proposed item(s) in public way with dimensions and pictures of location.

For **Outdoor Seating**, the petitioner is required to submit a map indicating the proposed layout/plan of any furniture, planters, or other materials to be placed within the public right-of-way. Specifically:

- Location and number of tables, chairs, and any other materials
- Measured distance from building to curb and the width of the open sidewalk
- Dimensions of all materials
- The size, location, and number of items may not be increased from that which is approved

For Parklets, the petitioner is required to submit:

- Site plan to scale showing parklet, public sidewalk and building line
- Include all dimensions of parklet and distance from building to parklet
- Elevation and material description
- Provide one copy of a written notice to neighboring businesses and residents within 100 Linear Feet including properties opposite side of the street. Include separate list of all addresses. Shall be distributed at least 14 days prior to Village Board consideration.

Read below and sign for explanation of terms and conditions of special privilege approval.

General Conditions for Special Privilege Approval

1. The petitioner agrees that the Village of Shorewood, its employees, agents or representatives, shall be held harmless from all liability for injury to the previously mentioned property and damages accruing there from by acts of any Village employees, agents, or representatives in carrying on their assigned duties in such capacity of employment, on the property above described.
2. The petitioner agrees to remove said privilege whenever public necessity so requires or when ordered upon resolution adopted by the Village Board.
3. The petitioner agrees to comply with all laws of the State of Wisconsin and all ordinances of the Village of Shorewood, to abide by any order or resolution of the Village Board affecting this privilege, to be primarily liable for damages to person or property by reason of granting such privilege, and to hold the Village of Shorewood harmless from any or all liability.
4. Petitioner agrees that if in the opinion of the Planning & Zoning Administrator of the Village of Shorewood, the privileges, projections or encroachments permitted herein become out of repair, unsafe or unsightly, and upon receipt of written notice thereof, petitioner will, within five (5) days from the receipt thereof, maintain, repair, or remove such privilege, projection or encroachment at petitioner's expense. It is further agreed and understood that should petitioner fail to comply with said notice to maintain, repair or remove said privilege, projection or encroachment, the Village of Shorewood will have the right to maintain, repair or remove such privilege, projection or encroachment and charge the cost of same to petitioner or property owner.
5. Should this special privilege be discontinued for any reason whatsoever, petitioner agrees to remove all construction work executed pursuant to this special privilege, to restore to its former condition (subject to the approval of the Planning & Zoning Administrator), any curb, pavement, or other public improvement which was removed, changed or disturbed by reason of the granting of this privilege. Petitioner further agrees not to contest the validity of Section 66.0425 of the Wisconsin Statutes, or the legality of this special privilege in any way.
6. The petitioner must cooperate with and be responsive to the Shorewood Department of Public Works (DPW) so that the DPW may efficiently complete tasks and activities related to cleaning and maintenance of the right-of-way.

As the petitioner, I have read the above and agree to all of the conditions.

I further agree to inform my employees/staff of these requirements if applicable.



Signature

3/8/26

Date

PRINT

RESET

SUBMIT

Nat Davauer
4417 N Oakland Ave
414-364-3370
n@davuer.com

Draft & Vessel
4417 N Oakland

garage door

Entry



Raised
tree bed

street light

Raised
tree bed

OAKLAND AVE

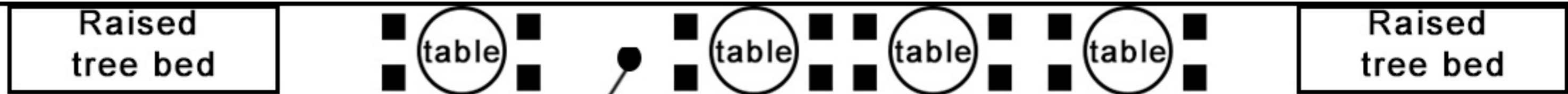
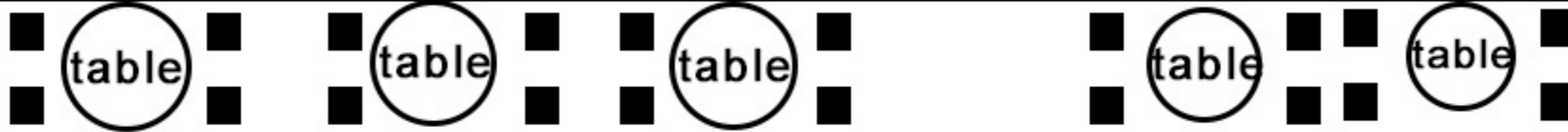
Sidewalk seating for Phase 2 Oakland Ave reconstruction

Nat Davauer
4417 N Oakland Ave
414-364-3370
n@davuer.com

Draft & Vessel
4417 N Oakland

garage door

Entry



street light

OAKLAND AVE



APPLICATION FOR SPECIAL PRIVILEGE APPROVAL

Village of Shorewood
 Planning & Development Department
 3930 N. Murray Avenue, Shorewood,
 WI 53211
 Phone 414.847.2606
 Email: PAD@villageofshorewood.org
 www.villageofshorewood.org

OFFICE USE ONLY		FEE	\$100.00
Permit ID		Received	
Insurance Certificate Exp.			
P & D Approval			
Village Board Date		Approved	Y N

Approval by the Village Board of Trustee's is required before any temporary or permanent object is placed within the public way throughout the Village of Shorewood, including overhanging objects according to provisions of Section 66.0425 of the Wisconsin Statutes.

Property Address: 4515 - 4517 N. oakland Ave			
Improvement Category (check one)			
<input type="checkbox"/> Plantings	<input type="checkbox"/> Outdoor Seating (*Exhibit 1)	<input type="checkbox"/> Parklet (*Exhibit 2)	<input type="checkbox"/> Other
Description of Public Way Improvement:			
outdoor seating (same as previous years)			
Reason for Public Way Improvement: allow customers to sit on the patio			
APPLICANT INFORMATION		PROPERTY OWNER INFO (if different from applicant)	
Name Three Lions Pub		Name	
Address 4515 - 4517 N. oakland Ave		Address	
City/State/Zip Shorewood WI 53211		City/State/Zip	
Phone 414-768-6992	Alt. Phone	Phone	Alt. Phone
Email link@threelionspub.com		Email	

Material Submission

A certificate of liability insurance in the sum of \$100,000 - \$300,000 bodily injury, and \$25,000 property damage, insuring the Village against any liability that might arise by reason of this privilege must be filed with this application. This certificate must be kept current throughout the existence of this privilege.

Site plan showing proposed item(s) in public way with dimensions and pictures of location.

For **Outdoor Seating**, the petitioner is required to submit a map indicating the proposed layout/plan of any furniture, planters, or other materials to be placed within the public right-of-way. Specifically:

- Location and number of tables, chairs, and any other materials
- Measured distance from building to curb and the width of the open sidewalk
- Dimensions of all materials
- The size, location, and number of items may not be increased from that which is approved

For **Parklets**, the petitioner is required to submit:

- Site plan to scale showing parklet, public sidewalk and building line
- Include all dimensions of parklet and distance from building to parklet
- Elevation and material description
- Provide one copy of a written notice to neighboring businesses and residents within 100 Linear Feet including properties opposite side of the street. Include separate list of all addresses. Shall be distributed at least 14 days prior to Village Board consideration.

Read below and sign for explanation of terms and conditions of special privilege approval.

General Conditions for Special Privilege Approval

1. The petitioner agrees that the Village of Shorewood, its employees, agents or representatives, shall be held harmless from all liability for injury to the previously mentioned property and damages accruing there from by acts of any Village employees, agents, or representatives in carrying on their assigned duties in such capacity of employment, on the property above described.
2. The petitioner agrees to remove said privilege whenever public necessity so requires or when ordered upon resolution adopted by the Village Board.
3. The petitioner agrees to comply with all laws of the State of Wisconsin and all ordinances of the Village of Shorewood, to abide by any order or resolution of the Village Board affecting this privilege, to be primarily liable for damages to person or property by reason of granting such privilege, and to hold the Village of Shorewood harmless from any or all liability.
4. Petitioner agrees that if in the opinion of the Planning & Zoning Administrator of the Village of Shorewood, the privileges, projections or encroachments permitted herein become out of repair, unsafe or unsightly, and upon receipt of written notice thereof, petitioner will, within five (5) days from the receipt thereof, maintain, repair, or remove such privilege, projection or encroachment at petitioner's expense. It is further agreed and understood that should petitioner fail to comply with said notice to maintain, repair or remove said privilege, projection or encroachment, the Village of Shorewood will have the right to maintain, repair or remove such privilege, projection or encroachment and charge the cost of same to petitioner or property owner.
5. Should this special privilege be discontinued for any reason whatsoever, petitioner agrees to remove all construction work executed pursuant to this special privilege, to restore to its former condition (subject to the approval of the Planning & Zoning Administrator), any curb, pavement, or other public improvement which was removed, changed or disturbed by reason of the granting of this privilege. Petitioner further agrees not to contest the validity of Section 66.0425 of the Wisconsin Statutes, or the legality of this special privilege in any way.
6. The petitioner must cooperate with and be responsive to the Shorewood Department of Public Works (DPW) so that the DPW may efficiently complete tasks and activities related to cleaning and maintenance of the right-of-way.

As the petitioner, I have read the above and agree to all of the conditions.

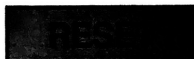
I further agree to inform my employees/staff of these requirements if applicable.



Signature

3/23/26

Date





Outdoor Seating Agreement

Please submit this form with your Application for Special Privilege Approval, if your business has outdoor seating plans that were approved in 2025 by the Village Board that are on file with the Planning & Development Department and are not changing in 2026.

*A new plan is required, if seating arrangements will be different from the previous season.

I, Chris Tinker agree that the outdoor seating plans that the
(Please Print)

Village of Shorewood has on file from the 2025 outdoor dining season for

three lions pub located at 4515-17 N. oakland Ave
(business name) (business address)

will remain the same and not be altered for the 2026 outdoor dining season.

No seating plan is required to be submitted if no changes are made to the previous years approved plans.

[Signature]
Signature

3/29/26
Date

[SCALE]

= 4'

50 Scale (EW)

[THREE LIONS]

44' 0"

Doorway

4' 0"

[SIDEWALK]

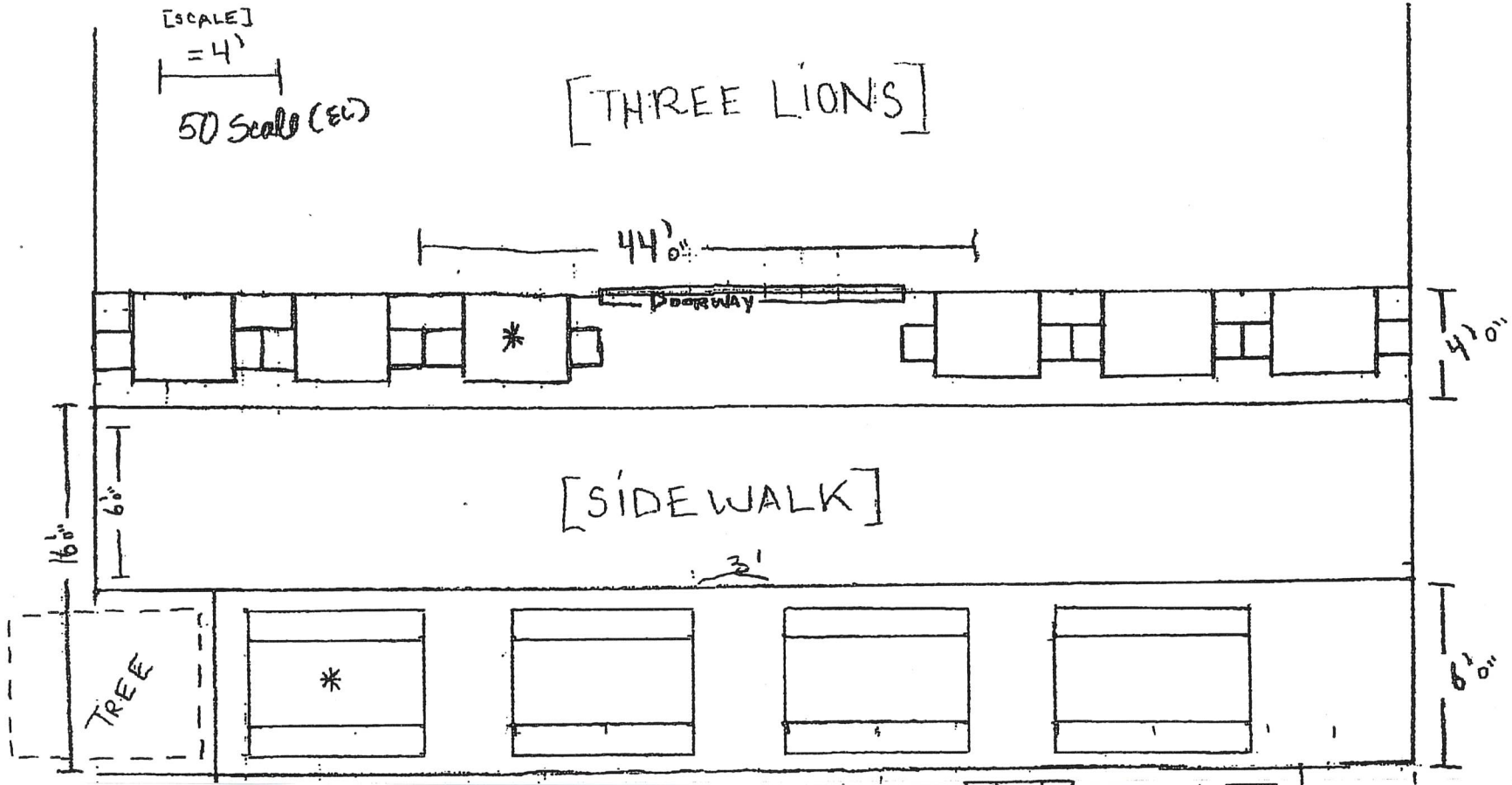
3'

16' 0"

6' 0"

TREE

6' 0"





VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO VILLAGE BOARD

Agenda Item: Consider Fourth of July Fireworks Vendor Agreement.

Date: April 6, 2026

Presenter: Nicole Berzin, Assistant Village Manager **Department:** Village Manager's Office

History – *Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.*

January 2026 – Berzin met with Shorewood Foundation to discuss Fourth of July Celebration. The Foundation expressed their interest in funding the fireworks display for another three year term contract with Mad Bomber Firework Productions.

March 2026 – Proposed Fourth of July Fireworks Vendor Agreement received by the Village. Shorewood Foundation informs Village of approval for the fireworks show.

Agenda Item Discussion – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

In January 2026, the Village met with the Shorewood Foundation to discuss this years Fourth of July Celebration, where the Foundation expressed interest in supplying funds for another three-year term agreement with Mad Bomber Firework Productions. After communications with the company, a draft contract was received by the Village and provided to the Shorewood Foundation for approval of funding.

At the March Shorewood Foundation Meeting, the board approved covering the cost of the fireworks.

There is no financial commitment from the Village for this production agreement- the Village executes the contract and the Shorewood Foundation is financially responsible.

Community and Business Outreach – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes No

If Yes, identify how and what community groups and businesses were notified.

Action Required / Recommended – *Please include the recommended motion or possible actions for this agenda item.*

Recommended motion: *“I move to approve the three-year production agreement with Mad Bomber Fireworks in collaboration with the Shorewood Foundation.”*

Attachments – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Mad Bomber Fireworks Production Agreement
2. Financial Commitment from Shorewood Foundation

MAD BOMBER

FIREWORKS PRODUCTIONS

KINGSBURY INDUSTRIAL PARK 3999 E HUPP RD R-3-1 LAPORTE, IN 46350

Toll Free (877) MAD-BOMB

VILLAGE OF SHOREWOOD

PROPOSAL

JULY 4, 2026

MAD BOMBER FIREWORKS PRODUCTIONS IS PLEASED TO PRESENT FOR YOUR CONSIDERATION THIS EXCEPTIONAL PROPOSAL FOR A SPECTACULAR FIREWORKS SHOW TO BE PRESENTED FOR INDEPENDENCE DAY.

FIREWORKS SHOW	\$42,000.00
PROFESSIONAL PRESENTATION	INCLUDED
\$10,000,000 LIABILITY INSURANCE	INCLUDED
POST DISPLAY CLEANUP	INCLUDED
EARNEST MONEY DEPOSIT	<u>\$WAIVED</u>
BALANCE DUE AFTER PRESENTATION	\$42,000.00

Mad Bomber Fireworks will also supply the following:

1. We will secure all permits.
2. CDL driver with a Hazmat endorsement.
3. Registered with the USDOT to haul hazmat. (mandatory by Federal Law)
4. Carry \$5,000,000.00 auto insurance to haul hazmat. (mandatory by Federal Law)
5. Haul hazmat material in a properly placarded vehicle.

**MAD BOMBER
FIREWORKS PRODUCTIONS
AGREEMENT**

This contract entered into this 12th day of March, 2026 by and between Mad Bomber Fireworks Productions of Kingsbury, Indiana hereinafter referred to as Seller, and

Herein after referred to as Buyer, of Village of Shorewood
Illinois 3930 N. Murray Ave. Shorewood, WI 53211

Witness: Seller agrees to provide and Buyer agrees to purchase a Fireworks Display in accordance with the program agreed upon. Buyer will pay Seller a sum of \$42,000.00 for Display. Upon acceptance of this agreement Buyer will pay Seller a sum of Waived as an Earnest Money Deposit with the Balance due and payable within 30 days after the display date agreed upon. A late charge of 1 ½% per month will be assessed on accounts not paid within thirty days of display date. Buyer agrees to pay any and all collection costs, including reasonable attorney’s fees and court cost incurred by Seller in the collection or attempted collection of any amount due under this agreement and invoice.

Both Seller and Buyer mutually agree to the following terms, conditions, and stipulations:

1. Seller will present said Fireworks Display on the evening of the 4th Day of July, 2026, it being understood that should there be inclement weather the day of the display the Seller has sole discretion to cancel display. An alternate display date will be given within six months of the original display date agreeable to both the Seller and Buyer.
2. There will be a 15% Fee of agreement price when alternate date is scheduled within six months of original display date. If Buyer chooses to not reschedule a alternate display date within six months of original date, there will be a 50% fee of agreement price for cancellation of display.
3. Buyer will provide a sufficient area for the Display, including a minimum spectator set back of 420' feet at all points from the discharge area. Buyer will provide protection of the display by roping-off or other suitable means. Buyer will provide adequate police protection to prevent spectators from entering display area. Buyer agrees to search the fallout area at first light following a night display.
4. Seller reserves the right to terminate the Display in the event that persons enter the secured Danger Zone and Security is unable to secure the Danger Zone.
5. Seller agrees to provide Qualified Technicians to take charge of and present said Display.
6. Seller agrees to provide Liability Insurance in the amount of \$10,000,000.00 for the benefit of both the Buyer and Seller. All individual entities listed on the Certificate of Insurance will be deemed an additional insured per this contract.
7. Mad Bomber Fireworks Productions retains the right to substitute product of equal or greater value in the event of shortages or unavailability of any particular item on the proposal.
8. Seller and Buyer agree to included Attachments, if any. See Attachments: Attachment #1 Must be signed and returned with original contract to be valid.

Both Seller and Buyer hereto do mutually and severally guarantee terms, conditions, and payments of this contract, these articles to be binding upon the parties, themselves, their heirs, executors, administrators, successors and assigns.

Mad Bomber Fireworks Productions

BUYER

By _____

By _____

(Its duly authorized agent, who represents that he/she has full authority to Bind the Buyer.)

Date _____

Date _____

Print Name _____

Address _____

MAD BOMBER

FIREWORKS PRODUCTIONS

KINGSBURY INDUSTRIAL PARK 3999 E HUPP RD R-3-1 LAPORTE, IN 46350
PHONE (219) 393-5051 Toll Free (877) MAD-BOMB FAX (219)393-3177

Shorewood Attachment #1

10. Buyer responsible for permit fees.

11. **Option to Renew:** The Buyer agrees to purchase fireworks displays per the following schedule.

July 4, 2026

July 4, 2027

July 4, 2028

Should there be large increases in costs due to tariffs, inflation, labor, shipping or products which the Seller has no control, Seller may increase the price of the display or make adjustments to the display to cover costs. Seller must inform Buyer by April 10 of any year of agreement renewal options should there be a change. If Buyer is not informed by April 10 then price for that year will remain as written in the agreement.

If price is increased and accepted by Seller, all terms of this agreement shall apply, including, without limitation, the updated fee provision if there is an amount increase, which amount will be included in an Amendment to this agreement.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/10/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Acrisure Great Lakes Partners Insurance Services 223 West Grand River Ave #1 Howell MI 48843	CONTACT NAME:	
	PHONE (A/C, No, Ext): 216-658-7100	FAX (A/C, No): 216-658-7101
INSURED Miand, Inc. dba Mad Bomber Fireworks Planet Productions 3999 E. Hupp Rd, Building R-3-1 La Porte IN 46350	E-MAIL ADDRESS: info@brittongallagher.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : Everest Indemnity Insurance Company	NAIC # 10851
	INSURER B : Everest Denali Insurance Company	16044
	INSURER C : Liberty Mutual	
	INSURER D : Liberty Mutual Insurance Co	25035
	INSURER E : AXIS Surplus Insurance Company	26620
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER: 730202824

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	Y	GCI0010157-251	2/4/2025	2/4/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		GCD0010069-251	2/4/2025	2/4/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
E	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		P-001-000243093-05	2/4/2025	2/4/2026	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
C D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	WC539S-714654-015 WC5-34S-524913-033 WC5-34S-311836-053	2/4/2025 2/4/2025 2/4/2025	2/4/2026 2/4/2026 2/4/2026	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Excess Liability #2		GCI0010158-251	2/4/2025	2/4/2026	Each Occ/ Aggregate Total Limits \$5,000,000 \$10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.
OPERATIONS: FIREWORKS DISPLAY

CERTIFICATE HOLDER**CANCELLATION**

MIAND, INC- Mad Bomber -Planet Productions Sample
3999 E. HUPP ROAD
BUILDING R31
LA PORTE IN 46350

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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STATE OF ILLINOIS
OFFICE OF THE STATE FIRE MARSHAL
DIVISION OF FIRE PREVENTION

1035 Stevenson Drive • Springfield, IL 62703-4259



Pyrotechnic Distributor License

PLANET PRODUCTIONS/MAD BOMBER FIREWORKS
3999 E HUPP RD BLDG R-3-1
LA PORTE, IN 46350

IL06-OPF-00029

License #

James A. Rivera

James A Rivera

STATE FIRE MARSHAL

05/15/2027

EXPIRATION DATE

OPF

CLASSIFICATION

This license may be revoked by the Office of the State Fire Marshal for failure to comply with the lawful rules regulating this program.

Federal Explosives License/Permit
(18 U.S.C. Chapter 40)

In accordance with the provisions of Title XI, Organized-Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF ATF - Chief, FELC
Correspondence To 244 Needy Road
 Martinsburg, WV 25405-9431

License/Permit
Number

4-IN-091-51-6L-00872

Chief, Federal Explosives Licensing Center (FELC)

Expiration
Date

November 1, 2026

Name
PLANET PROD/MAD BOMB F/WKS/NIGHT MAG DISP/SKY MAJ

Premises Address (Changes? Notify the FELC at least 10 days before the move.)

**3999 E HUPP RD MIDWEST WAREHOUSING BLDG R-3-1
LA PORTE, IN 46350-**

Type of License or Permit

51-IMPORTER OF EXPLOSIVES

Purchasing Certification Statement

The licensee or permittee named above shall use a copy of this license or permit to assist a transferor of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

specimen

Licensee/Permittee Responsible Person Signature

Position/Title

Mailing Address (Changes? Notify the FELC of any changes.)

MIAND INC
PLANET PROD/MAD BOMB F/WKS/NIGHT MAG
DISP/SKY MAJ
3999 E HUPP RD MIDWEST WAREHOUSING BLDG
R-3-1
LA PORTE, IN 46350-

Printed Name

Date



To all to whom these Presents Shall Come, Greeting:

I, Alexi Giannoulis, Secretary of State of the State of Illinois, do hereby certify that I am the keeper of the records of the Department of Business Services. I certify that

MIAND, INC., INCORPORATED IN INDIANA AND LICENSED TO TRANSACT BUSINESS IN THIS STATE ON JANUARY 31, 2018, APPEARS TO HAVE COMPLIED WITH ALL THE PROVISIONS OF THE BUSINESS CORPORATION ACT OF THIS STATE, AND AS OF THIS DATE, IS A FOREIGN CORPORATION IN GOOD STANDING AND AUTHORIZED TO TRANSACT BUSINESS IN THE STATE OF ILLINOIS.



In Testimony Whereof, I hereto set my hand and cause to be affixed the Great Seal of the State of Illinois, this 4TH day of FEBRUARY A.D. 2025 .



Illinois
Department of
Natural Resources

Office of Mines and Minerals

Oper #: 2166

PLANET PRODUCTIONS

3999 E. HUPP ROAD

BUILDING R-3-1

LA PORTE, IN 46350

HAS PAID THE REQUIRED FEE AND IS HEREBY ISSUED A

STORAGE CERTIFICATE

Not exceeding 10,000 pounds/count of explosives

Under the "Illinois Explosives Act"
Approved January 1, 2011

Effective Date: 3/1/2025

Certificate No.: 8856

Expires: Last day of February, 2026

Office of Mines
and Minerals

**UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
PIPELINE AND HAZARDOUS MATERIALS SAFETY ADMINISTRATION**



**HAZARDOUS MATERIALS
CERTIFICATE OF REGISTRATION
FOR REGISTRATION YEAR(S) 2025-2028**

Registrant: MIAND INC DBA PLANET PRODUCTIONS

ATTN: Kelley Hatfield
3999 E. HUPP BLDG R31
LA PORTE , IN 46350

This certifies that the registrant is registered with the U.S. Department of Transportation as required by 49 CFR Part 107, Subpart G.

This certificate is issued under the authority of 49 U.S.C. 5108. It is unlawful to alter or falsify this document.

Reg. No: 051325550111HJ Effective: July 1, 2025 Expires: June 30, 2028

HM Company ID: 38154

Record Keeping Requirements for the Registration Program

The following must be maintained at the principal place of business for a period of three years from the date of issuance of this Certificate of Registration:

- (1) A copy of the registration statement filed with PHMSA; and
- (2) This Certificate of Registration

Each person subject to the registration requirement must furnish that person's Certificate of Registration (or a copy) and all other records and information pertaining to the information contained in the registration statement to an authorized representative or special agent of the U. S. Department of Transportation upon request.

Each motor carrier (private or for-hire) and each vessel operator subject to the registration requirement must keep a copy of the current Certificate of Registration or another document bearing the registration number identified as the "U.S. DOT Hazmat Reg. No." in each truck and truck tractor or vessel (trailers and semi-trailers not included) used to transport hazardous materials subject to the registration requirement. The Certificate of Registration or document bearing the registration number must be made available, upon request, to enforcement personnel.

For information, contact the Hazardous Materials Registration Manager, PHH-52, Pipeline and Hazardous Materials Safety Administration, U.S. Department of Transportation, 1200 New Jersey Avenue, SE, Washington, DC 20590, telephone (202) 366-4109.



U.S. Department
of Transportation

**Federal Motor
Carrier Safety
Administration**

1200 New Jersey Ave., S.E.
Washington, DC 20590

May 15, 2025

In reply refer to:
USDOT Number: 777176

ANDREW JAMES
PRESIDENT
MIAND INC
PLANET PRODUCTIONS
3999 HUPP ROAD BLDG R-3-1
LA PORTE, IN 46350

HAZARDOUS MATERIALS SAFETY PERMIT
HM Safety Permit ID: US-777176-IN-HMSP
Effective Date: May 15, 2025

Dear ANDREW JAMES:

The Hazardous Materials Safety Permit (HMSP) is verification of the motor carrier's permission to engage in the transportation of hazardous materials listed in 49 CFR 385.403 by motor vehicle in interstate, intrastate, or foreign commerce.

This HMSP will be effective beginning May 15, 2025 and remain effective through June 30, 2027 if your company maintains compliance with the requirements pertaining to the safe and secure movement of hazardous materials for the protection of the public (49 CFR 385 and other applicable Federal Motor Carrier Safety Regulations and Hazardous Material Regulations). Failure to maintain compliance will constitute sufficient grounds for suspension or revocation of this authority.

Willful and persistent noncompliance with applicable safety fitness regulations as evidenced by a Department of Transportation safety fitness rating less than "Satisfactory" or by other indicators, could result in a proceeding requiring the holder of this permit to show cause as to why this authority should not be suspended or revoked.

For questions regarding this document you may contact the FMCSA Hazardous Materials Division by email at fmcsa.hmsp@dot.gov or by phone at (202) 385-2400 or by fax at (202) 366-3621.

Sincerely,

Paul Bomgardner
Chief, Hazardous Material Division

ON SITE SAFETY INSTRUCTIONS

Rules must be adhered to on each and every site.

EMERGENCY CONTACT INFORMATION:

MAIN OFFICE- 219-393-5051

CHEMTEL: 800-255-3924 CONTRACT#MIS0005800

All PERSONS on site MUST be at least 18 years or older. NO EXCEPTIONS.

Once a show is delivered to a site.. it shall NEVER be left unattended. Site security should be properly maintained at all times.

EMERGENCY ACTION PLAN: Upon arriving on the display site, the Operator is to devise an EAP- Emergency Action Plan for the display. Prior to setting up any equipment, the Operator is to communicate the plan to all other workers. Each display will have its own site-specific plan due to locale and geographic features. The EAP must include the following:

- . Emergency escape routes away from the display fireworks
- . A safe location away from the fireworks to account for all workers
- . A plan to notify emergency personnel and whom will direct them to the site.
- . Instruct all workers on the location of emergency response information and MSDS

right to know information.

This plan may be given verbally, and Operator shall confirm each worker understands.

FIRE AND EXPLOSION HAZARD DATA

Do not attempt to fight fire in vicinity of Special Fireworks – Evacuate Areas. Evacuate fire area immediately and seek shelter. Follow established emergency action plan. Fireworks may mass explode in a fire situation.

NO SMOKING OR OPEN FLAME- smoking, open flame, smoking materials (ie. lighters, matches) are forbidden in the loading or un-loading and display areas. No smoking signs may be posted in a conspicuous area upon set up of site. A minimum of 25' in all directions, from the perimeter surrounding the site is to be maintained as non-smoking.

LOADING AND UNLOADING:

- .Vehicle engine must not be running, and hand brake must be set.
- .No smoking, open flame or source of static discharge shall be allowed, ie. cell phones, pagers, lighters, etc.
- .Boxes must **NEVER** be thrown, slid or dropped. Be especially careful when boxes contain fireworks with igniters attached.
- . Never use bale hooks or other metal tools to load or unload boxes of explosives.

SAFETY EQUIPMENT AND CLOTHING: Non-synthetic clothing must always be worn. This prevents the possibility of static build-up and discharge, as well as the possibility of material 'melting' on to the skin in the event of hot fall-out or fire. After set-up of site, pants must be worn, no shorts. Eye protection, ear protection and closed toe shoes are required. Hats or head coverings should be used to protect the head, but must not impede your vision, or 'contain' the force of a blast in the event of spontaneous explosion.

ASSURE PROPER INSTALLATION AND SET UP OF SITE:

All mortar boxes, racks and drums shall be properly installed on each show.

Maintaining a safe Display Site is top priority. These reminders, along with your training, should assist you in performing a safe and spectacular show. If you have any questions, address the Operator right away.

Nicole Berzin

From: Jamie Reeve <jsr3@ntrs.com>
Sent: Wednesday, March 25, 2026 12:34 PM
To: Nicole Berzin
Cc: Melissa Marschka (mmarschka@gmail.com); Joe Popalisky (jpop@acoustechsupply.com)
Subject: RE: Shorewood 7-4-26 Fireworks Proposal

Thanks Nicole.

We're in agreement. Thanks for getting the next 3 years' fireworks under contract with Mad Bomber. I'm cc'ing Melissa, who'll elevate to President in July, and Joe Pop who is our Treasurer. Please let us know any signatures needed, etc.

Cheers,
Jamie



Jamie Reeve III

Sr. Vice President | Sr. Wealth Strategist

526 E. Wisconsin Avenue; Milwaukee, WI 53202

414/905-7766 | F 414/905-7785 | M 414/791-1265 | [jsr3@ntrs.com](mailto:j sr3@ntrs.com)

Best Private Bank in the U.S., Financial Times Group, 2025

Best Private Bank in North America for Entrepreneurs, Financial Times Group, 2025

Best Private Bank in North America for Ultra High Net Worth Clients, Financial Times Group, 2024

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<http://www.northerntrust.com/ntsidisclosure>

NTAC:3NS-20

From: Nicole Berzin <nberzin@shorewoodwi.gov>
Sent: Wednesday, March 25, 2026 7:07 AM
To: Jamie Reeve <jsr3@ntrs.com>
Subject: [EXT] FW: Shorewood 7-4-26 Fireworks Proposal

This email originated from outside the organization. Do not click links or open attachments unless you have v

Hi Jamie – please see below for details on the fireworks contract.

Best,

Nicole Berzin

Assistant Village Manager/HR Manager
Village of Shorewood
3930 N Murray Avenue
Shorewood, WI 53211
P: 414.847.2705
[Village website](#)

NOTE: Village Hall office hours

8:00 – 4:30 Mon-Thur; 8:00-12:00 Friday



From: don@madbomberfireworks.com <don@madbomberfireworks.com>
Sent: Tuesday, March 24, 2026 7:10 PM
To: Nicole Berzin <nberzin@shorewoodwi.gov>
Subject: RE: Shorewood 7-4-26 Fireworks Proposal

You don't often get email from don@madbomberfireworks.com. [Learn why this is important](#)

Nicole,

Sorry for the delay in responding as I have been out of my office since last Thursday. You are correct that this is a 3-year contract for \$42,000 each year.

As far as the duration of the show, it would be the same as what you've have in the past. We typically recommend a 25-minute show, but we are somewhat flexible with timing.

I will put together the product list you requested and send it over this week. Please let me know if you need anything else. Thank you!

From: Nicole Berzin <nberzin@shorewoodwi.gov>
Sent: Friday, March 20, 2026 11:07 AM
To: don@madbomberfireworks.com
Subject: RE: Shorewood 7-4-26 Fireworks Proposal

Hi Don – thanks for sending this. The Foundation wanted me to confirm that \$42,000 is for each year correct? This is a three year contract (2026-2028)?

Can you also provide a list of what we are being given at that price? In pervious contracts there would be a list of how long the show is and what fireworks were being included. Thanks!

Best,

Nicole Berzin

Assistant Village Manager/HR Manager

Village of Shorewood

3930 N Murray Avenue

Shorewood, WI 53211

P: 414.847.2705

[Village website](#)

NOTE: Village Hall office hours

8:00 – 4:30 Mon-Thur; 8:00-12:00 Friday



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www.villageofshorewood.org



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO VILLAGE BOARD

Agenda Item: Consider RFP for Actuarial Valuation of Village OPEB Plan

Date: April 6, 2026

Presenter: Krisztina Dommer, Finance Director

Department: Finance

History – *Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.*

1. The Village is currently contracted to receive services from Foster and Foster, which acquired Key Benefits, the original company with which the Village contracted actuarial services.
 2. Village staff have been working successfully with the current service provider.
 3. Like other financial services such as audits or advisory services, it is the board's policy to competitively bid these services in the marketplace.
-

Agenda Item Discussion – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

Staff is recommending the attached Request for Proposals be issued to obtain competitive proposals for the provision of actuarial valuation services by a certified actuary to obtain GASB 74 and 75 actuarial valuations as needed for disclosure in the annual audited financial statements.

Once the board approves the RFP, staff will gather responses and the Finance Director in collaboration with the Finance Committee Chair will bring a recommendation to the board for consideration at the May 4, 2026 Board Meeting.

Community and Business Outreach – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes No

If Yes, identify how and what community groups and businesses were notified.

Action Required / Recommended – *Please include the recommended motion or possible actions for this agenda item.*

Village Board recommended motion: I move to approve the RFP for actuarial services and move to approve the staff analysis team as the Village Manager (or their designee) and the Finance Committee Chair (or their designee).

Attachments – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Shorewood Actuarial Valuation RFP 2026
2. GASB_75_OPEB_Table_Update-Shorewood,_Village_of_(12-31-2024)-1
3. GASB_75_OPEB_Report_(Unfunded)-Shorewood_Village_of_(12-31-2022)-Final

Request for Proposal for Actuarial Valuation Services

to the Village of Shorewood, page 1



Actuarial Valuation Services (OPEB – GASB 74/75)

Issued [DATE]

Attachments: Most Recent OPEB Report (A) and Table Update (B)

Proposal Request

The Village of Shorewood is requesting proposals from qualified actuarial firms to provide actuarial valuation services related to Other Post-Employment Benefits (OPEB) for financial reporting purposes.

Valuations are to be performed in accordance with applicable Governmental Accounting Standards Board (GASB) requirements, including Statements No. 74 and 75, as well as applicable actuarial standards of practice.

The Village anticipates entering into a four-year agreement, with two full valuations and two roll forwards in the off years, with the option to extend services for additional years.

Background

The Village of Shorewood is a full-service municipality providing a range of services, including administration, public works, public safety, planning and development, and utility operations.

Plan Summary

For the Village, the other post-employment benefit liability consists of several interdependent pieces arising from the rules of the plan. The amounts paid by the Village for continued health care for all classifications that are entitled to a benefit are briefly outlined below.

General Class (All employees other than Police union): Hired prior to January 1, 2002 with a minimum of 20 years of service:

The Village will contribute 100% of the single health premium amount or 50% of the family health premium amount in effect at the time of retirement. The Village will continue its contributions, frozen at these amounts, until Medicare-eligibility.

Hired on or after January 1, 2002, but before October 31, 2012, with a minimum of 25 years of service:

The Village will contribute 50% of the single or 25% of the family medical premium amount in effect at the time of retirement. The Village will continue its contributions, frozen at these amounts, until Medicare-eligibility.

Police – (Union): A minimum of 20 years of service:

The Village will contribute 100% of the single medical premium amount or 50% of the family medical premium amount in effect at the time of retirement. The Village will continue its contributions, frozen at these amounts, until Medicare-eligibility.

Note: Upon retirement, retirees may choose to self-pay the full amount of premiums to remain on the Village's medical plan only for the duration of COBRA. Per conversations with the Village, within the last 5 years, they have had no history of retirees self-paying for the duration of COBRA.

Request for Proposal for Actuarial Valuation Services, page 2

Sick Leave Benefit

The Village has indicated that employees retiring from the Village have a sick leave bank which is converted to dollars and 50% of accumulated funds are either a) taken in cash in which no medical coverage is provided or b) applied to the employee contribution while receiving the Village benefit.

According to GASB guidelines, when sick leave is converted into a dollar amount, the resulting monies are not considered - nor should they be accounted for - as an OPEB. Rather, the dollars resulting from the unused sick leave are considered termination payments and should be accounted for as a compensated absence under GASB Statement 16. The sick leave benefit was not valued nor was it included in this valuation.

It was assumed that any use of such funds toward continued health coverage with the Village would be used to pay the retiree's portion of the premium, rather than increase the duration of the benefit. Therefore, no additional liability in the form of implicit rate subsidy has been calculated.

The Finance function is supported by a contracted Finance Director along with internal staff.

Estimated Timeline

RFP issued: [DATE]

Proposal questions due: [DATE]

Proposals due: [DATE]

Interviews (if needed): [DATE]

Village Board approval: May 4, 2026

Project Scope

Perform actuarial valuations in accordance with GASB 74/75.

Prepare required schedules including Total OPEB Liability, OPEB Expense, and deferred inflows/outflows.

Provide actuarial reports for financial statement disclosures.

Provide roll-forward valuations as needed.

Support audit process and respond to auditor inquiries.

Present results to staff and/or governing body if requested.

Proposal Content

1. Transmittal Information
2. Experience and Qualifications
3. Key Personnel
4. Approach and Methodology

5. Data Collection Process
6. Timeline
7. Cost Proposal
8. Contract
9. References

Request for Proposal for Actuarial Valuation Services, page 3

Selection Criteria

Experience with GASB 74/75 valuations
Qualifications of assigned personnel
Project approach and understanding
Ability to meet timeline
Communication and responsiveness
Cost

Instructions to Firms

Submit one electronic copy via email to Shorewood Finance Director:

FinanceDirector@shorewoodwi.gov

Deadline: [DATE]

Late submissions will not be accepted.



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO THE VILLAGE BOARD

Agenda Item: Consider professional services agreement for the Planning for Neighborhood Greenways and the Development of a Traffic Calming Program initiative

Date: April 6, 2026

Presenter: Bart Griepentrog, AICP

Department: Planning and Development

History – *Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.*

On [March 3, 2025](#), the Village Board adopted the current [Pedestrian and Bicycle Safety Master Plan](#), which includes the following recommendation, as a short-term activity:

Working with a traffic engineer and applicable partners, facilitate a public planning process and develop recommendations and budgetary figures for the installation of Neighborhood Greenway infrastructure on identified roadways.

This recommendation was developed within the planning process where neighborhood greenways were discussed as an option to design roadways to prioritize people walking, bicycling or using other micro-mobility devices on low-traffic volume, low-speed local streets, often parallel to major roads to provide longer routes of safety, comfort and connectivity within the village. These greenways are intended to be upgraded in their design over time to accommodate and encourage users of all ages and abilities.

In 2025, the Village participated in [Safe Streets and Roads for All](#) Demonstration Activities through a grant administered by Milwaukee County in an effort to understand how traffic calming infrastructure could work within the context of the Village's roadways. The results of the activities, which included neighborhood traffic circles, curb extensions and a speed table, were summarized in a [final report](#), which recommended the development of a traffic calming program. This recommendation also was included in the Pedestrian and Bicycle Master Plan as a mid-term activity.

Since these projects had similar components and required further expertise, an initiative request was submitted to combine the efforts. The initiative was selected and funded in the 2026 budget, which prompted the development and issuance of an [RFP](#) for consultant services to commence the project. The RFP was approved by the Village Board on [February 2, 2026](#).

Agenda Item Discussion – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

Seven proposals were received in response to the RFP. The Planning and Development Director, Assistant Village Manager, Chair of the Public Works Committee and two members of the Bicycle and Pedestrian Safety Subcommittee of the Parks and Public Spaces Committee reviewed the proposals and selected three firms to interview. Based on the results of the review and subsequent interviews, the panel has recommended that the

Village Board enter into a contract with Toole Design to perform these services. Their proposal is attached to this memo, as is their contract, which has been reviewed and approved by the Village Attorney.

Community and Business Outreach – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes No

If Yes, identify how and what community groups and businesses were notified.

Action Required / Recommended – Please include the recommended motion or required action for this agenda item.

I move to award the professional services agreement the Planning for Neighborhood Greenways and the Development of a Traffic Calming Program initiative to Toole Design.

Fiscal Note / Budget Impact – Please include the budget impact for this agenda item.

The Village Board allocated up to \$65,000 for this project in the 2026 budget.

Attachments – Please list the following attachments and supporting documents for this agenda item.

1. Neighborhood Greenways and Development of Traffic Calming Program Proposal from Toole Design
2. Contract

VILLAGE OF SHOREWOOD
**NEIGHBORHOOD
GREENWAYS AND
TRAFFIC CALMING**

MARCH 6, 2026



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March 6, 2026

Village of Shorewood
Attn: Bart Griepentrog, AICP, Planning & Development Director
3930 N Murray Avenue, Shorewood, WI 53211
Submitted by email to: bgriepentrog@shorewoodwi.gov

RE: Planning for Neighborhood Greenways and Development of a Traffic Calming Program

Dear Bart Griepentrog and Members of the Evaluation Committee:

Toole Design Group is pleased to submit our qualifications to help the Village of Shorewood prepare to implement their neighborhood greenway network and develop a traffic calming program. We share the Village's vision for improving safety, comfort, and accessibility for people walking and bicycling. We understand that a functioning neighborhood greenways network and traffic calming program will help the Village improve its already admirable reputation for walking and bicycling for all ages and abilities. Projects like these—where we create safer ways for people to walk, bike, and drive—are the heart of Toole Design's mission.

For over two decades, Toole Design has worked to develop plans and processes that improve walking and bicycling, including, most locally, the [Milwaukee County Complete Communities](#) project, the [Milwaukee Comprehensive Crash Analysis](#), and the [Wauwatosa Greenways Assessment](#). We bring our knowledge and familiarity with communities like Shorewood, in combination with our leadership in developing national guidance such as the AASHTO [Guide for the Development of Bicycle Facilities](#). Additionally, as a woman-owned company with a commitment to employing and designing for people of all ages, races, and abilities, we understand how bicycle and pedestrians projects can go beyond safety and improve quality of life for residents that need it most.

Our project management team includes **Sara Schooley** as the Project Manager, **Tom Natwick, PE**, as Principal-in-Charge, and a special advisor for each task—**Beth Rosenbarger, AICP**, and **Mariel Coleman, PE, AICP**, for the traffic calming and neighborhood greenways tasks, respectively. Sara has over 15 years of experience in transportation planning, safety, and project management and is a resident of Shorewood (living along a proposed greenway). She recently led the development of the City of Milwaukee's Comprehensive Crash Analysis and was Toole Design's lead for Milwaukee and the other North Shore communities involved in the Milwaukee County Complete Communities project. She is also the lead author for East Central Wisconsin Regional Planning Commission's award-winning Equitable Engagement Toolkit and Guidebook. Tom has designed and implemented neighborhood greenways in Colorado and Minneapolis, and currently serves as Toole Design's Minneapolis Engineering Group Manager. Beth and Mariel bring a wealth of process and design knowledge from their experiences at Toole Design and prior tenures at the City of Bloomington, IN and Ohio DOT, respectively.

We are excited to partner with the **Wisconsin Bike Fed**, who will help design and implement an exciting and engaging public involvement strategy that builds understanding, gathers meaningful feedback, and strengthens community support for walking, bicycling, and appropriate traffic calming in Shorewood.

We are confident in our team's ability to help the Village of Shorewood prepare for implementing their neighborhood greenway network and developing a traffic calming program, and we will commit the necessary resources to perform the work on schedule and within budget. We share the Village's commitment to improving the safety and comfort of people walking or bicycling and are ready to make it happen. Please direct any questions about our qualifications to Project Manager Sara Schooley. She can be reached at 608.341.2588 or sschooley@tooledesign.com. Thank you for this opportunity and for considering our team.

Sincerely,



Ciara Schlichting, AICP

Director of Operations, Midwestern U.S.

APPROACH

The Village of Shorewood has outlined a clear, implementation-focused approach to create a neighborhood greenway network and traffic calming program. **Toole Design** and the **Wisconsin Bike Fed** are uniquely qualified for these two project types. We know what it takes to create safe networks and functional processes using data, technical and design expertise, community input, and an understanding of implementation challenges and realities. The team is also deeply knowledgeable of the local Shorewood street network and Village culture, due to the Toole Design Project Manager being a resident and the Bike Fed's work throughout the region.

We know the process needs to center data-driven analysis, stakeholder involvement, educational resources, regional and national best practices, proven safety countermeasures, demonstration activities, and accessible programming. We will actively engage Village staff and committees, including the Pedestrian and Bicycle Safety Subcommittee, to build decision-maker support essential for successful implementation. At the same time, we will strengthen community understanding of greenways and traffic calming as key components of Shorewood's commitment to walkability and bikeability.

Our multidisciplinary team of planners, engineers, analysts, engagement specialists, and safety experts have experience working in the Milwaukee area and throughout the Midwest. The project approach is founded in our existing understanding of the community, knowledge of state and regional policies and best practices, and our recent experiences working with Milwaukee County and Shorewood as part of Milwaukee County's Complete Communities planning efforts.

We developed the following approach based on our understanding of the project. If selected, we will work with the Village to adjust the approach based on your needs and feedback to complete the proposed scope successfully, on time, and on budget.

TASK 0: PROJECT MANAGEMENT

Toole Design will coordinate closely with the Village of Shorewood project management team (PMT) and other stakeholders as identified by the Village throughout the project. **Sara Schooley** is a skilled Project Manager and will provide a consistent point-of-contact.

TASK 0.1: WORK PLAN AND KICKOFF MEETING

At the outset of the project, we will prepare a detailed work plan that includes:

- A refined scope of work that provides detail and clarity on project tasks and objectives
- A project schedule that depicts the order of each task in this scope of work, internal deadlines, review periods, and preliminary dates
- Schedule of stakeholder and public engagement
- Communication channels and points of contact

Toole Design will host a kickoff meeting with Village staff to review the work plan and seek feedback. This meeting will confirm project goals, identify key opportunities and challenges, establish communication and data transfer protocols, and discuss the public engagement process and committee involvement. After the kickoff meeting, we will revise and resubmit the work plan. We will also submit a data request via email that identifies data needs, prior plans and studies, and other resources needed for the planning effort.

TASK 0.2: ONGOING MANAGEMENT AND ADMINISTRATION

Toole Design will facilitate monthly coordination calls with the PMT to share updates, address any outstanding needs, and solicit feedback. Each call will include a brief agenda and follow-up summary with next steps and action items. Additional coordination may occur as needed to address unforeseen issues. We will submit progress reports and invoices monthly via email.

TASK 0 DELIVERABLES:

Work plan (draft and final) | Data request memo | Kickoff Meeting agenda and notes/summary | Monthly coordination calls, including agendas and notes/summaries for each | Monthly progress reports

TASK 1: PUBLIC DESIGN PROCESS

Meaningful engagement with Shorewood residents and stakeholders is essential to building support for the neighborhood greenway network and creating an effective traffic calming program. Toole Design and the Bike Fed have deep experience conducting proactive and creative outreach to engage the community. Listening and creating experiential opportunities will be the foundation of our community engagement approach for this project.

TASK 1.1: PROJECT COMMUNICATION PLAN

The Toole Design Team will meet with City staff early in the project to develop a public participation and communication strategy. We envision three main approaches: (1) broad outreach efforts using online surveys, mailings, and/or social media; (2) interviews and meetings with relevant Village staff or key stakeholders; and (3) in-person and experiential engagement. The proposed engagement strategies will be detailed in a plan that will be presented to the PMT and, if needed, the Village Board or subcommittees for approval prior to implementation.

TASK 1.2: PUBLIC ENGAGEMENT

This project is an opportunity to educate and excite Shorewood residents and business owners about active transportation and safe streets as essential elements of a thriving community. Our team will develop communication materials that are sharp, engaging, and fun. The brand and style will be aligned with the Village's branding.

This project is essentially two projects in one—a neighborhood greenways (NG) effort and a traffic calming (TC) program. The outreach efforts described below each have efforts a "NG" or "TC" noted to indicate whether it would be recommended for the neighborhood greenways or traffic calming efforts, respectively. All efforts described below should be considered a "menu of options" and will be further detailed, scoped, and agreed upon in TASK 1.1.

- **Guided bike rides or walks.** Guided bike rides or walks help people experience a system, envision its future, and have real-time conversations. These bike rides or walks could be designed for the general public, the Village Board or subcommittees, older adults, and/or families. A student bike ride (or bike train) would also be warranted since both elementary schools in Shorewood are bordered by the proposed neighborhood greenway network, and the middle and high schools are along routes under consideration. (NG)
- **Neighborhood greenway scavenger hunt.** The proposed neighborhood greenway system connects nearly all of Shorewood's key destinations. Creating a scavenger hunt through a platform such as [Goosechase](#) or [BackYard Hunt](#) would encourage residents to explore the network and answer questions about what they experience or want on the roadway. (NG)

- **Interactive demonstration projects.** As part of the SS4A Demonstration Projects deployed by the Village last year, residents were able to experience curb extensions, lane narrowing, roundabouts, and speed tables. Some residents did not know why those projects were installed or what problem was being "solved." We recommend hosting "pop up demonstration projects" that are staffed or have informational sandwich boards to help users understand the purpose of the project and how they align with the Village's broader goals. These demonstration projects would also be destinations on guided bike rides or walks, and the scavenger hunt. (NG)
- **Yard signs and A-boards.** Yard signs are commonly used in Shorewood to spread news and information. For this project, yard signs could be used to show the proposed locations of neighborhood greenways and direct people to information and feedback opportunities. Yard signs or A-boards can also be used at proposed project locations to explain facility types and the reasons for the improvements. (NG)
- **Pop-up stations.** Pop-up stations foster one-on-one engagement where people already are. Shorewood has a variety of existing activities—the summer reading festival, Hubbard Park Summer Sounds, school events, the farmer's market, etc.—where residents are comfortable and ready to talk. (NG, TC)
- **Existing communications.** The project team can create materials for the Village bulletin, Shorewood magazine, and weekly school e-communications to spread information and garner feedback. Informational flyers can also be created to post at the library, coffee shops, and business windows. (NG, TC)
- **Social media.** The project team can develop social media graphics, copy, and videos to share information about project components, alert people about engagement opportunities (e.g., guided bike rides or walks), and provide virtual experiences (e.g., riding along a neighborhood greenway or completing a traffic calming form). (NG, TC)
- **Online surveys and polls.** Online surveys and polls are an easy way to reach a large number of people or have them experience a process in a trial form. Toole Design uses the Alchemer online platform for surveys, which allows users to take surveys in multiple languages and on mobile devices, to increase accessibility. (NG, TC)

TASK 1 DELIVERABLES:

Project Communication Plan (draft and final) | In-person or online engagement as selected by the client

TASK 2: NEIGHBORHOOD GREENWAYS

TASK 2.1: INITIAL REVIEW, ANALYSIS, AND PROJECT CONFIRMATION

TASK 2.1.1: REVIEW

Toole Design will review Shorewood's Pedestrian and Bicycle Master Plan, focusing on the purpose and proposed locations of the neighborhood greenway network to ensure that future recommendations are based in the Village's original ideals. We will also review the SS4A Demonstration Activities final report to better understand the projects' speed impacts, safety outcomes, and public opinions. This effort will result in a Review Memo defining the purpose, function, and potential refinements of Shorewood's greenway network, along with initial implementation considerations.

TASK 2.1.2: ANALYSIS

Most proposed streets in the neighborhood greenways network are already low volume and low speed, providing an excellent baseline for an "all ages and abilities" network. The real challenges of the network, both in terms of safety and operation, are at intersections and any longer stretches where drivers can build speed. Increasing both actual and perceived safety for people walking or bicycling is critical, and must be accomplished by altering driver behavior to be consistently low-speed and consistently attentive. Traffic calming can achieve this. Using the defined concept of the neighborhood greenway system defined in Task 2.1.1, Toole Design will analyze selected areas of the proposed network using traffic counts, speed surveys, parking occupancy analysis, and field observations to determine what infrastructure improvements are needed along the greenway network to meet safety and accessibility goals. Engagement will be conducted during this phase to let residents know where, why, and how we are collecting data.

TASK 2.1.3: CONFIRMATION

Using the results of Tasks 2.1.1 and 2.1.2, Toole Design will create a summary report that includes a definition, both in plain language and graphically, of what Shorewood's neighborhood greenway network is; what types of signals, signs, or infrastructure might be used on the network; what success looks like; routes and proposed infrastructure in an easy-to-understand map. In this task, engagement methods from Task 1.2 will be utilized to educate residents on the purpose of the neighborhood greenway network and to describe the types of neighborhood greenway projects.

Engagement will include opportunities for discussion and feedback about the proposed neighborhood greenway "tools."

TASK 2.2: REPORT AND RECOMMENDATIONS

TASK 2.2.1: DRAFT REPORT AND RECOMMENDATIONS

Based on the review, analysis, and public feedback from Task 2.1, Toole Design will create a graphics-forward draft recommendations report with specific treatments for the network. Recommendations may include signs, signals, intersection treatments, traffic calming measures, or modified parking regulations. We will include information on the cost of recommended improvements and proposed materials and will define implementation phases to assist staff in prioritizing which parts of the network get built first.

TASK 2.2.2: STAFF REVIEW

The PMT will provide feedback on the draft report with consolidated, non-contradictory comments. If needed, the Toole Design Team can also facilitate a focus group with Village staff from multiple departments to address maintenance, operations, and enforcement considerations. We will update the Draft Report based on staff feedback.

TASK 2.2.3: PUBLIC REVIEW

After staff review, a "Public Draft Report" will be created for public review. This phase will be where much of the public engagement (Task 1.1) will occur, focusing on in-person activities such as walking/biking tours, pop-ups, and demonstration activities. Yard signs, A-boards, flyers, and social media posts will be used to direct residents to the project website. We also will post a summary and the draft report online with a comment form. The consultant team may present the draft report to the Village Board and/or the Pedestrian and Bicycle Safety Subcommittee for additional feedback, as needed.

Toole Design will summarize the engagement activities and key feedback themes in a Public Review Summary Memo. We will work with Village staff to update the report using public feedback, and we will track how public feedback was incorporated using a spreadsheet tool.

TASK 2.2.4: FINAL REPORT AND RECOMMENDATIONS

Using staff and public input, we will prepare a revised draft final report that includes the purpose of Shorewood's neighborhood greenway network, maps

showing the system and proposed improvements, project prioritization and implementation tiers, budget estimates and potential funding sources, and more. Once reviewed by staff, a final report will be completed for presentation to the Village Board and subcommittees.

TASK 2 DELIVERABLES:

Review Memo (draft and final) | Analysis Memo (draft and final) | Summary Report (draft and final) | Draft Report and Recommendations (draft and final) | Public Review summary memo (draft and final) | Final Report and Recommendations (draft final and final) | Presentations to Village Board or committees, as needed

TASK 3: TRAFFIC CALMING PROGRAM

The Toole Design Team understands the need for both effective traffic calming and a practical, repeatable process. Creating a Traffic Calming Program means developing a process that can be easily and consistently repeated, not a one-time solution.

Traffic calming programs are inherently reactive—residents reach out to report dangerous driving. Unfortunately, complaint-based programs are often inequitable because not all residents are willing to share complaints with local government which may result in traffic calming primarily happening where “noisier” residents live, not necessarily where the need is the greatest. With our team’s local government experience, we are confident that we can develop a program that is both responsive and equitable for the Village of Shorewood.

TASK 3.1: REVIEW EXISTING TRANSPORTATION AND PARKING REQUEST PROGRAM

Toole Design will review the existing Transportation and Parking Request Program, including example requests received through the program. Toole Design will meet with Village staff to learn more about the existing program, program purpose, types of requests received, the workflow for reviewing and implementing requests, and program challenges.

TASK 3.2: IDENTIFY GOALS AND OUTCOMES FOR THE TRAFFIC CALMING PROGRAM

Before developing a draft Traffic Calming Program, the consultant team will ensure we have correctly identified the desired goals and outcomes for the program. Emphasizing different community goals will lead to

different program formats. For example, the Village of Shorewood might identify any of the following as the highest priority: documented safety issues, optimizing staff time, maximizing public engagement, or streamlining implementation. Each of these priorities would result in a different program.

Based on our conversations with staff and stakeholders, we will draft the desired goals and outcomes for the program. Village staff will provide feedback and confirm that identified goals and outcomes are accurate and appropriate.

TASK 3.3: DEVELOP TRAFFIC CALMING PROGRAM

We will prepare a draft Traffic Calming Program that describes which streets are eligible, how to submit a request, how requests are evaluated, how often requests are evaluated, the range of infrastructure options, selection criteria for traffic calming the public review process, and the implementation processes.

TASK 3.4: STAFF REVIEW

Village of Shorewood staff will provide feedback on the draft program both through discussion and in a Word document with consolidated, non-contradictory comments. The consultant team will update the draft Traffic Calming Program based on staff feedback.

TASK 3.5: PUBLIC REVIEW

The draft program will be released for public review. We recommend posting a summary and the draft program online with a comment form and, if selected as part of Task 1.1, use pop-up process testing activities to help potential users better understand and test the proposed process. The consultant team may present the draft Traffic Calming Program to the Pedestrian and Bicycle Safety Subcommittee for additional feedback and will revise the Traffic Calming Program accordingly.

TASK 3.6: PRESENT PROGRAM FOR APPROVAL

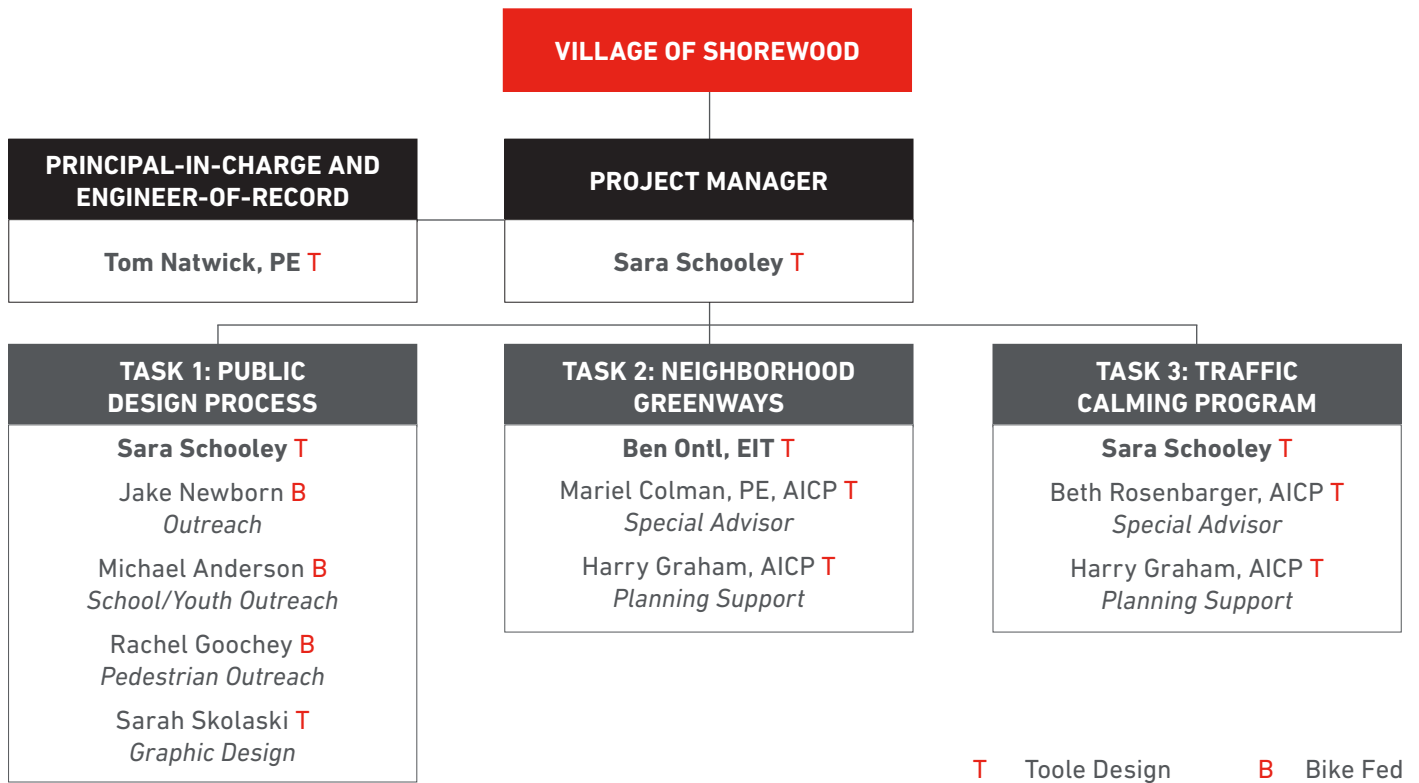
Toole Design will update the Traffic Calming Program and share with staff for final review. Toole Design will work with Village staff to either give a presentation to the Village Board or support staff in doing so.

TASK 3 DELIVERABLES:

Presentation: Need for Traffic Calming and the program Goals | Traffic Calming Program (internal staff draft; public draft; final draft) | Village Board: Policy and Presentation (draft and final)

PERSONNEL EXPERIENCE

Our team’s structure for this project is shown below, followed by brief descriptions of each team member’s proposed responsibilities and relevant experience. Task leads are in **bold**. Full resumes for key staff are available in Appendix A.



TOOLE DESIGN

Sara Schooley, Project Manager. Sara is a Shorewood-based transportation planner with nearly 20 years of transportation planning experience. Sara is an expert communicator, manager, and facilitator, and has a reputation for her ability to form relationships with clients and community members. She was a lead planner for Toole Design’s efforts on the Milwaukee County Complete Communities project, currently manages the Port Washington Bike and Pedestrian Plan, and leads engagement efforts throughout the country, notably the award-winning ECWRPC Equitable Engagement Toolkit and Bloomington SS4A Engagement efforts. In addition to her professional qualifications, Sara is a mother of two children at Lake Bluff Elementary School where she leads the annual Walk to School Day events, hosted the inaugural Bike to School Day in 2025, and teaches pedestrian safety lessons every fall to the first grade students.

Tom Natwick, PE (WI) Engineer-of-Record and Principal-in-Charge. Tom brings a multidisciplinary background in civil transportation engineering and expertise in multimodal street design to the project. He was the lead engineer for the Pitkin Bikeway in Fort Collins, which included innovative intersection signalization and traffic calming treatments. More recently, he served as the lead engineer for several Minneapolis neighborhood greenway projects, using consensus-building and context-sensitive design to create a space that works for users of all ages and abilities.

Ben Ontl, EIT, Engineering Lead, Task 2 Neighborhood Greenways. Ben’s experience includes conceptual through final design of Complete Streets, roadway and intersection geometrics, and ADA compliant pedestrian facilities. He was the lead designer for the Milwaukee County 35th Street redesign project (currently on hold due to surrounding construction) and for a 2.2-mile bikeway design project in downtown Minneapolis (9th and 10th Street) using in-street retrofit designs.

Beth Rosenbarger, AICP, Special Advisor, Traffic Calming Program Task. Beth joined Toole Design over a year ago after serving as the Assistant Director of Planning and Transportation at the City of Bloomington, IN. In Bloomington, her team developed and implemented a Neighborhood Greenways and Traffic Calming Program to create a consistent and predictable process to design and implement Neighborhood Greenways and for residents to request traffic calming on their streets.

Mariel Colman, PE (WI), AICP, Special Advisor, Neighborhood Greenways. Mariel focuses on redesigning safe, vibrant multimodal streets for people of all ages and abilities. She was a lead author for Ohio DOT's first standalone *Multimodal Design Guide* and has led numerous trainings on the FHWA's *Bicycle Facility Selection Guide* and AASHTO Bike Guide, which Toole Design authored. Mariel also led engagement and design for Cleveland Heights's (OH) traffic circles and greenway path through a process of analysis, community engagement, prioritization, budgeting, and implementation.

Harry Graham, AICP, Planning Support. Harry leads Toole Design's efforts on the Pedestrian and Multi-Use Plan for the Village of Bristol in Kenosha County, which includes creating implementation recommendations for an active transportation network connected by safe crossings. Harry has also contributed to transportation-related process and policy improvements, particularly through work with the Nebraska DOT, to develop and implement sidewalk and safe crossing policies.

Sarah Skolaski, Graphic Design and Outreach. Sarah is a graphic designer with experience in branding, typography and data visualization. She is Toole Design's go-to designer for creating engaging graphics and interactive materials for engagement activities, such as Elk Grove, CA's Cycle Quest workbooks and one-day trails education event, and the City of Bloomington, IN SS4A "Safety Week" interactive pop-up stations.

WISCONSIN BIKE FED

Jake Newborn, Outreach Lead. Jake has been with the Bike Fed for nearly 20 years, and has helped the organization increase their visibility throughout Wisconsin through innovative advocacy and engagement. He is the lead Advocacy Campaign Manager to improve National

Avenue from 1st to 39th Street to improve safety and include bike and pedestrian facilities. Jake also leads outreach activities for Wisconsin Bike Week.

Michael Anderson, Outreach Staff. At the Bike Fed, Michael's work focuses on Safe Routes to School (SRTS) work and family engagement. He manages Milwaukee SRTS program, and implements the Child Friendly Cities program to engage students throughout the region in understanding, designing, and implementing pedestrian and bicycle infrastructure around their schools.

Rachel Goochey, Pedestrian Outreach. Rachel serves as the Bike Fed's MiWALkee Walks Manager, focusing on pedestrian education and safety. Rachel has led pedestrian safety lessons and walk audits with Centers for Independence in Milwaukee, and helped to organize and facilitate Ruby Bridges Day with the Village of Whitefish Bay this past fall.

PREVIOUS WORK SAMPLES AND REFERENCES

Wauwatosa Greenways Assessment, Wauwatosa, WI
In 2015, the City of Wauwatosa adopted the Wauwatosa Bicycle and Pedestrian Facilities Plan, which was developed by **Toole Design**. The recommendations called for the implementation of approximately 20 miles of neighborhood greenways (also known as bicycle boulevards). In 2019, the City was ready to move forward with implementation of the neighborhood greenway network but needed additional information about how to implement each greenway. Toole Design staff worked with City staff to drive or bicycle each corridor to assess the current street conditions and develop recommendations for greenway implementation. Recommendations include standardized pavement markings and signage as well as crossing treatments (e.g., high visibility markings, median refuge islands, curb extensions, RRFBs and a PHB).

The City of Wauwatosa Neighborhood Greenway Implementation Guidance and Assessments report can be found at www.wauwatosa.net/home/showpublisheddocument/3183/637424271736030000

Alameda Neighborhood Greenways, Alameda, CA
 The City of Alameda is upgrading nine streets of its neighborhood greenway (NG) network, as envisioned in its Active Transportation Plan by 2030. **Toole Design** is leading this effort through the conceptual design and creating plans, specifications, and cost estimates for neighborhood greenways along Pacific Avenue, Versailles Avenue, and San Jose Avenue. The overall project should be completed by the end of 2026. This project is being delivered on a fast-paced timeline, with a half mile already constructed. The designs emphasize quick-build materials to accelerate delivery while incorporating longer lasting treatments such as modular traffic circles, asphalt speed humps, and solar-powered Rapid Rectangular Flashing Beacons. Community engagement, mainly through pop-up events, is a cornerstone of the project, shaping design decisions and ensuring the greenways reflect neighborhood priorities.

Reports, renderings, and more can be found at www.alamedaca.gov/Departments/Planning-Building-and-Transportation/Transportation/Neighborhood-Greenways

East Central Wisconsin Equitable Engagement Toolkit
Toole Design created the Equitable Engagement Toolkit and Guidebook, a resource for East Central Wisconsin Regional Planning Commission (ECWRPC) staff and local partners to use as they plan and implement community engagement. While the resources in the toolkit have the potential to improve engagement for all residents, they are specifically designed to improve engagement to reach those in historically underserved communities, such as People of Color, low-income households, people with disabilities, or those who do not primarily speak English, among others. The Toolkit won a 2023 Planning Excellence—Best Practice award from the Wisconsin chapter of the American Planning Association.

The Equitable Engagement Toolkit and Guidebook can be found at tooledesign1-my.sharepoint.com/:b:g/personal/sschooley_tooledesign_com/IQCFLBzWQPZgSrZ_gVOMxcXSAZYhfDdQLM26qv0BB200iDs?e=QUh28n

CURB EXTENSIONS	SPEED CUSHIONS	GATEWAY TREATMENT	TRAFFIC CIRCLE	ALL-WAY STOP	FLASHING BEACON	PED REFUGE ISLAND	HARDENED CNTR LINE	STRIPED MEDIAN
<p>DEFINITION Extension of the sidewalk to the street at intersections or mid-block</p> <p>BENEFITS » Reduces crossing distance for pedestrians, bicyclists, and vehicles » Increases visibility for turning vehicles</p>	<p>DEFINITION » Two or more raised areas of pavement surface placed across roadway » Gaps between speed cushions allow emergency vehicles to navigate more easily</p> <p>BENEFITS » Lowers vehicle speeds</p>	<p>DEFINITION » A combination of treatments such as medians, curb extensions and/or wayfinding elements that are intended to mark the transition to a slower speed street</p> <p>BENEFITS » Indicates to drivers that the context of the street has changed » Increases visibility for pedestrians, bicyclists, and vehicles</p>	<p>DEFINITION » Raised circular median placed in intersection on neighborhood streets</p> <p>BENEFITS » Existing stop signs removed, and replaced with Yield signs, so approaching traffic yields to circulating traffic » Lowers vehicle speeds » Reduces right-angle crashes</p>	<p>DEFINITION » Requires all vehicles at an intersection to stop before proceeding</p> <p>BENEFITS » Includes high-visibility crosswalks » Improves safety and reduces the risk of serious crashes</p>	<p>DEFINITION » User-actuated yellow flashing lights that alert drivers to yield where bicyclists and pedestrians have the right-of-way crossing a road</p> <p>BENEFITS » Includes high-visibility crosswalks » Can increase driver yield behavior when paired with standard crossing warning signs and markings</p>	<p>DEFINITION » Medians located in the center of a street</p> <p>BENEFITS » Acts as a waiting area for people walking or bicycling across the street » Includes high-visibility crosswalks</p> <p>BENEFITS » Reduces the crossing distance for a pedestrian or bicyclist through the intersection » Slows turning and through</p>	<p>DEFINITION » Raised elements placed along the yellow centerline at an intersection</p> <p>BENEFITS » Slows turning vehicles</p>	<p>DEFINITION » Double yellow lines are tapered (gradually diverging at intersection) to create a horizontal shift in a vehicle's path</p> <p>BENEFITS » Lowers vehicle speeds</p>

As part of the Alameda Neighborhood Greenways project, Toole Design created easy-to-use recommendations maps with facility type explanations for internal and external communications.

Milwaukee County Data Analysis and Capacity Building,

Milwaukee County, WI

Milwaukee County's Complete Communities planning effort is making strides toward a goal of zero fatalities and serious injuries. The project began with the development of a safety action plan at the county level and is expanding to develop community-specific plans for all 19 municipalities within the county, tying local insights to opportunities to improve safety for all road users. **Toole Design** performed a detailed analysis of all priority corridors identified within the county, creating public-facing two-page summaries of each corridor for sharing insights at engagement events and online. Toole Design worked with staff from all 19 municipalities, including Shorewood, to produce similar summaries at the community level, creating a shared understanding for the public on how to pursue safety on their streets. Additionally, the Toole Design team worked with the county to identify training opportunities and capacity building, resulting in a webinar series that focused on what it means to be a Vision Zero community, how to pursue federal grant funding, low-cost safety treatments, basic crash analysis, and more.

The Comprehensive Safety Action Plan can be found at <https://county.milwaukee.gov/files/county/transportation-services/Complete-Communities/MCDOT-Complete-Communities-Milwaukee-County-Comprehensive-Safety-Action-Plan-FINAL---High-Resolution-December-2024.pdf>

Child-Friendly Cities, Milwaukee, WI

Every year since 2019, the **Bike Fed** has implemented the City of Milwaukee's first Child-Friendly City Youth Urbanist program. With lessons built around geography, budgeting, infrastructure, and writing, students prepare themselves to make real world decisions with a budget from local city funds. Each year, one school is chosen according to the needs based index spelled out in the City of Milwaukee Safe Routes to School Strategic Plan (developed by Toole Design). Students and classes create traffic calming plans, which City staff review and students vote on after engineering review. Over the course of the summer, the plan is executed and constructed so that students have newly calmed streets when they return to school the next year.

A summary of the efforts between 2019 and 2023 can be found at <https://wisconsinbikefed.org/wp-content/uploads/2023/10/Child-Friendly-Cities-MKE-REPORT-OCT-2023.pdf>

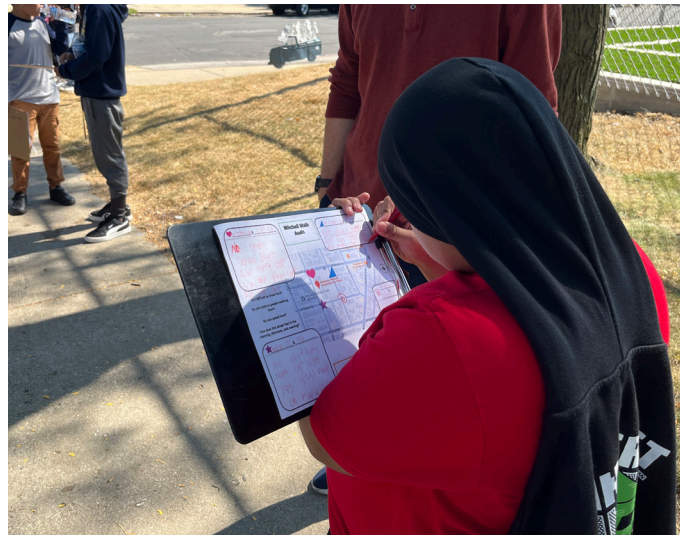
REFERENCES

Toole Design is proud of the work we have completed on our projects. Please contact our references listed below to learn about their experience working with us.

Jeff Sponcia, Transportation Program Planning Manager
Milwaukee County Department of Transportation
jeff.sponcia@milwaukeecountywi.gov, 414.257.5948

Kim Biederman, Principal Planner, Regional Bicycle and Pedestrian Coordinator
East Central Wisconsin Regional Planning Commission
kbiedermann@ecwrpc.org, 920.886.6833

Ryan Robling, Planning Services Manager
City of Bloomington, IN
roblingr@bloomington.in.gov, 812.349.3423



As part of their Child-Friendly Cities initiative, the Bike Fed conducts walk audits with students to help them understand, discuss, and eventually propose traffic calming recommendations to create safer streets around their school campuses.

COST

The following table shows Toole Design's proposed budget per task, hourly rates for each team member, and expected hours. The hours and costs represent our initial estimate of the necessary level of effort. However, we are flexible and anticipate refining the approach in collaboration with the Village staff. If additional work is requested, we would work with the project management team to scope the task and present a budget amount to be approved, in writing, before we commence additional work. Rates are fully loaded including reimbursables and are valid until Fall 2027.

Task	Hourly Rate	Tom Natwick \$282	Sara Schooley \$202	Beth Rosenbarger \$208	Harry Graham \$140	Marisel Colman \$255	Ben Ontl \$157	Sarah Skolaski \$128	Bike Fed \$100	Subtotal hours	Subtotal fee
0: PROJECT MANAGEMENT											
0.1: Work Plan and Kickoff Meeting		2	4	1	1	1	1	-	-	10	\$2,132
0.2: Ongoing Management and Administration		6	16	-	-	-	-	-	-	22	\$4,924
<i>Task 0 Subtotal hours</i>		8	20	1	1	1	1	0	-	32	-
<i>Task 0 Subtotal fee</i>		\$2,256	\$4,040	\$208	\$140	\$255	\$157	\$0	\$0	-	\$7,056
1: PUBLIC DESIGN PROCESS											
1.1: Project Communication Plan		1	4	-	4	-	-	-	100	109	\$11,650
1.2: Public Engagement		1	30	-	8	-	-	20	-	59	\$10,022
<i>Task 1 Subtotal hours</i>		2	34	0	12	0	0	20	100	168	-
<i>Task 1 Subtotal fee</i>		\$564	\$6,868	\$0	\$1,680	\$0	\$0	\$2,560	\$10,000	-	\$21,672
2: NEIGHBORHOOD GREENWAYS											
2.1.1: Review		1	4	-	-	-	6	-	-	11	\$2,032
2.1.2: Analysis		2	4	-	-	4	20	-	-	30	\$5,532
2.1.3: Confirmation		2	4	-	-	2	12	-	-	20	\$3,766
2.2.1: Draft Report and Recommendations		4	8	-	-	2	16	16	-	46	\$7,814
2.2.2: Staff Review		-	4	-	-	-	4	-	-	8	\$1,436
2.2.3: Public review		-	4	-	4	-	-	-	-	8	\$1,368
2.2.4: Final Report and Recommendations		2	8	-	-	2	8	4	-	24	\$4,458
<i>Task 2 Subtotal hours</i>		11	36	0	4	10	66	20	-	147	-
<i>Task 2 Subtotal fee</i>		\$3,102	\$7,272	\$0	\$560	\$2,550	\$10,362	\$2,560	\$0	-	\$26,406
3: TRAFFIC CALMING PROGRAM											
3.1: Review Existing Transportation and Parking Request Program		-	2	2	6	-	-	-	-	10	\$1,660
3.2: Identify Goals and Outcomes for Traffic Calming Program		-	2	2	4	-	-	-	-	8	\$1,380
3.3: Develop Traffic Calming Program		1	4	2	8	-	-	-	-	15	\$2,626
3.4: Staff Review		-	4	-	2	-	-	-	-	6	\$1,088
3.5: Public Review		-	2	-	6	-	-	-	-	8	\$1,244
3.6: Present Program for Approval		1	2	4	2	-	-	-	-	9	\$1,798
<i>Task 3 Subtotal hours</i>		2	16	10	28	0	0	0	-	56	-
<i>Task 3 Subtotal fee</i>		\$564	\$3,232	\$2,080	\$3,920	\$0	\$0	\$0	\$0	-	\$9,796
<i>Total hours per staff</i>		23	106	11	45	11	67	40	100		
<i>Total fee per staff</i>		\$6,486	\$21,412	\$2,288	\$6,300	\$2,805	\$10,519	\$5,120	\$10,000		
										PROJECT TOTAL	\$64,930



APPENDIX A: RESUMES





SARA SCHOOLEY

PROJECT MANAGER

TOOLE DESIGN

PROFESSIONAL HIGHLIGHTS

Years of Experience: 22
Toole Design: 2017-Present
City of Portland: 2011-2017
American Planning Association: 2010
Community Planning Workshop, University of Oregon: 2007-2009

EDUCATION / CERTIFICATION

Master of Community and Regional Planning, University of Oregon: 2009
Bachelor of Science and Engineering, Environmental Engineering, Michigan Technological University: 2003

APPOINTMENTS / AFFILIATIONS

Association of Bicycle and Pedestrian Professionals
American Planning Association

AWARDS

2025 TRB Communicating Concepts to the Public Runner-Up - Bloomington Safe Streets for All (SS4A) Action Plan
2023 Wisconsin APA Innovation Project of the Year - East Central Wisconsin Regional Planning Commission Equitable Engagement Toolkit
Mariposa Transportation Center Project: Best Comprehensive Plan 2020 from the APA Small Town and Rural Division
Eno Transportation Foundation Scholar: 2009

Sara is a Principal Planner who focuses on bicycle and pedestrian planning and design, systemic safety, public outreach, and community engagement. Sara is an expert communicator, project manager, and facilitator, and has a reputation for her ability to form relationships with clients and community members to create project teams that are enjoyable and efficient. Her projects are consistently of the highest quality, exceeding client expectations while keeping projects on schedule and on budget. In addition, Sara is a Shorewood resident who mostly navigates the Village by foot or bike. She has two children at Lake Bluff Elementary school, where she leads Walk and Bike to School Day events and teaches pedestrian education to first grade students.

SELECTED PROJECT EXPERIENCE

Milwaukee Comprehensive Crash Analysis, Milwaukee, WI

Sara is the Project Manager for this analysis which created a citywide high injury network (HIN) for Milwaukee. This City has a self-described "epidemic of reckless driving" and is shifting their strategy from reactive improvements (focusing projects based on historic crash rates) to proactive planning using crash determinant factors. Sara worked with Toole Design's Research Team to deploy their groundbreaking Safer Streets Priority Finder Model for this project, along with analytical and descriptive statistical techniques to develop HINs for pedestrians, bicyclists, and drivers. In addition to the HIN, the comprehensive report detailed statistical analysis to better understand which factors (e.g., speed, land use, etc.) contributed most to serious and fatal crashes. This information was used to develop implementable recommendations for the City of Milwaukee as they look to improve safety on their roadways for all users.

ECWRPC Equitable Engagement Toolkit and Guidebook, East Central/Menasha, WI

Sara was the Project Manager, lead writer, and head trainer for the Equitable Engagement Toolkit and Guidebook. The guidebook and toolkit is a step-by-step comprehensive workbook-style document that will help ECWRPC and local jurisdictional staff conduct outreach in a consistent and equitable manner based on Toole Design's national experience and industry best practices. Once the toolkit was completed, Sara led a training for approximately 30 ECWRPC staff and community partners to foster discussion around the area's community engagement history, local context, and hands-on use of the toolkit.

Port Washington Bicycle and Pedestrian Plan, Port Washington, WI

Sara is currently serving as Project Manager for the this City-wide bicycle and pedestrian plan. She is helping the City to develop an implementable plan that includes program, policy, and project recommendations to help meet the City's goals to make it safer for people walking and biking, as well as encourage more people to walk and bike. Sara is also leading the engagement process for this plan, which includes an online survey and webmap, in-person pop-up events, stakeholder interviews and focus groups, and facilitates a Steering Committee.

OTHER RELEVANT EXPERIENCE

City of Madison Safe Routes to School Planning, Madison, WI

Marquette Active Transportation Plan, Marquette, MI

Bloomington SS4A Outreach, Bloomington, IN



TOM NATWICK, PE

PRINCIPAL-IN-CHARGE | ENGINEER-OF-RECORD

TOOLE DESIGN

PROFESSIONAL HIGHLIGHTS

Years of Experience: 19

Toole Design: 2019-2021, 2025-Present

Alta Planning + Design: 2016-2019; 2021-2025

Atkins Global: 2014-2016

Parametrix: 2013-2014

Cardno: 2012-2013

Arup: 2007-2012

EDUCATION / CERTIFICATION

Bachelor of Science,
Civil Engineering,
Valparaiso University: 2007

Professional Engineer: WI, AL,
AR, CA, CO, FL, ID, LA, MN, NC,
TN, UT, WY

NCEES Record Holder

Tom is a professional engineer with a multidisciplinary background in civil transportation design and expertise in multimodal street and trail design. He specializes in design and management of projects that involve multimodal design, street reconstruction, green infrastructure, complex urban bikeways, and safety improvements. He leverages his all-around experience in transportation from projects involving light rail, transit, stormwater management, site development, and utilities design to deliver a holistic approach to transportation design. Tom is passionate about advancing best and emerging practices in multimodal design, bikeway design, and making a positive difference in communities.

SELECTED PROJECT EXPERIENCE

Bentonville Bikeway Designs, Bentonville, AR

Tom managed the design for two project corridors that involved street reconstruction and bikeway design. Design features included separated bike lanes, protected intersections, a roundabout, traffic calming measures, and advisory bike lanes. These projects included close coordination with ArDOT and integration with the City's trail and bikeway network.

Grand Rounds Missing Link, Minneapolis, MN

The Grand Rounds Missing Link is a 140-year-old trail gap in the Grand Rounds Scenic Byway that stretches from East River Road and Franklin Avenue in Southeast Minneapolis to Stinson Parkway and St. Anthony Parkway in Northeast Minneapolis. Tom is serving as a senior engineer supporting cost estimates, design refinement, evaluation, and implementation strategies for the project. Tom is leading the final design of the Industrial Boulevard corridor as part of the first phase of implementation.

Barber Street Bike and Pedestrian Corridor, Athens, GA

Tom led the concept design for the Barber Street corridor that features bikeway and pedestrian facility upgrades or accommodations. The design involved a detailed look at existing constraints such as utilities and right-of-way to develop a feasible design and realistic opinion of probable cost.

Connecting Downtown Rochester, Rochester, MN

Toole Design is performing a multimodal assessment, analyzing alternatives, and developing a preferred solution to re-connect the downtown multimodal network. Tom is leading concept design layouts and acting as the engineering lead, providing recommendations for street designs, intersection controls, safety improvements, and bikeway connectivity for multiple corridors.

OTHER RELEVANT EXPERIENCE

Raleigh Greenway Master Plan Update, Raleigh, NC

Norfolk Safety Action Plan, Norfolk, NE

TH 73 Corridor Safety Study, Chisholm, MN

9th and 10th Street Bikeway, Minneapolis, MN



BEN ONTL, EIT

ENGINEER

TOOLE DESIGN

PROFESSIONAL HIGHLIGHTS

Years of Experience: 5
Toole Design: 2024-Present
Alliant Engineering: 2021-2024
Metro Transit: 2019-2021

EDUCATION / CERTIFICATION

Bachelor of Civil Engineering,
University of Minnesota: 2021

APPOINTMENTS / AFFILIATIONS

Engineer-in-Training

Ben is an engineer specializing in urban, multimodal transportation design. Ben's experience includes Complete Streets projects, geometric design of urban and rural roadways and intersections, and ADA compliance projects. He has been involved in all project phases from conceptual through final design, allowing him to develop concept work that thoughtfully considers the challenges of the design process to come. Ben has developed concept design and cost estimates in support of multiple successful federal grant applications, as well as city programming efforts.

SELECTED PROJECT EXPERIENCE

9th and 10th Street Bikeway, Minneapolis, MN

Ben serves as Toole Design's lead designer for a separated bikeway design project in downtown Minneapolis. This project will construct 2.2 miles of low-stress, All Ages and Abilities bikeway, using cost-effective in-street retrofit designs. Ben has developed iterative preliminary design concepts responding to traffic operations challenges, stakeholder feedback, phasing of coordinated projects, and budget limitations. Ben is seeing the project through final design, leading development of final construction plans with innovative construction details to make bikeway implementation faster and more cost-effective.

Safe Streets for All Grant Concept Designs, Bloomington, IN

Ben served as designer for various multimodal safety improvement concepts on high-priority corridors identified in the City's Safety Action Plan. Ben developed separated bikeway concept designs for two corridors in addition to a "menu" of recommendations for citywide spot safety improvement projects. This effort responded to rapidly shifting federal grantmaking priorities by shifting the design effort to new corridors and countermeasures, and resulted in a successful submission for a SS4A grant.

Des Moines Area MPO Safety Action Plan, Des Moines, IA

Ben serves as an engineering advisor for the Safety Action Plan for the Des Moines, Iowa metropolitan area. This project is developing a region-wide action plan and prioritized project list to support future programming and grant applications. Ben has developed a toolkit of "Common Combinations" of safety countermeasures tailored to the specific roadway and land use typologies found in the study area. He is supporting the multi-disciplinary effort to identify high-priority corridors and develop concept layouts and cost estimates for the upcoming Safe Streets for All grant cycle.

OTHER RELEVANT EXPERIENCE

Red Wing Comprehensive Safety Action Plan, Red Wing, MN

Hennepin-Dunwoody Bikeway, Minneapolis, MN*

Minneapolis Safe Streets for All Grant Support, Minneapolis, MN*

**Prior to Toole Design*



BETH ROSENBERGER, AICP

SENIOR PLANNER

TOOLE DESIGN

PROFESSIONAL HIGHLIGHTS

Years of Experience: 16

Toole Design: 2025-Present

Rundell Ernstberger Associates: 2024-2025

City of Bloomington (Indiana): 2014-2024

Monroe County (Indiana): 2012-2014

EDUCATION / CERTIFICATION

Master of Community and Regional Planning, University of Texas Austin: 2012

Bachelor of Arts, Journalism, International Studies, and Spanish, Indiana University Bloomington: 2008

American Institute of Certified Planners

Beth is a Senior Planner with over a decade of experience focusing on how street design can be used to advance equitable outcomes, improve active transportation, and cultivate climate resilience. Beth previously worked as a planner in local government in Bloomington, where she focused on long range planning, transportation planning, operationalizing community goals, public engagement, and street design. As a result of her local government experience, Beth understands the challenges of implementation, and she works with clients to address potential barriers upfront in the plan development or project design. Beth centers the user experience in all project aspects and applies behavioral psychology principles when creating plans, developing implementation strategies, and designing projects.

SELECTED PROJECT EXPERIENCE

7th Street Protected Bike Lane, Bloomington, IN*

Beth served as the lead planner for the design, public engagement, and public approval process of Bloomington's first 2-way separated bike lane. The 7th Street Protected Bike Lane created a needed connection between the B-Line Trail, downtown, and the Indiana University Campus. The project included evaluating 12 intersections, incorporating transit stops, reducing pedestrian crossing distances, and improving safety for all users. Beth provided valuable design insights focused on improving safety for vulnerable road users. This project was nationally recognized by PeopleForBikes as one of the Best New Bike Lanes of 2022.

Ohio DOT Pedestrian and Bicyclist Safety Messaging

Beth was the project lead for identifying target user behaviors in vulnerable road user crashes and reviewing best practices for safety messaging campaigns. The ODOT Pedestrian and Bicycle Safety and Messaging Campaign project aimed to develop an educational safety campaign to reduce crashes between motorists and people walking or bicycling. By analyzing ten years of statewide crash data, Beth identified crash contributing actions and demographic groups disproportionately involved in crashes. By applying infrastructure design expertise, Beth recommended which contributing actions may be most suited to education and behavior change campaigns.

SCATS Glenwood and Frazer School Travel Plans, Canton, OH

As Project Manager, Beth is working with a team to develop two school travel plans in Canton. The project includes coordination with the schools, the MPO, and the City of Canton. The Plan's infrastructure recommendations focus on creating continuous paths and safe crossings for students to walk or bicycle to school. To streamline implementation, the infrastructure recommendations will include project phasing guidance.

OTHER RELEVANT EXPERIENCE

Fayette County Parks Strategic Plan, Washington Court House, OH

College and Walnut Corridor Study, Bloomington, IN*

Hawthorne-Weatherstone Neighborhood Greenway, Bloomington, IN*

Bloomington Transportation Plan, Bloomington, IN*

**Prior to Toole Design*



MARIEL COLMAN, PE, AICP

SENIOR ENGINEER

TOOLE DESIGN

PROFESSIONAL HIGHLIGHTS

Years of Experience: 13
Toole Design: 2018-Present
Orchard, Hiltz, & McCliment: 2015-2018
The Ohio State University Campus Transit Lab: 2013-2016
Mid-Ohio Regional Planning Commission: 2014

EDUCATION / CERTIFICATION

Master of Science, Civil Engineering, Ohio State University: 2016
Master of Science, City and Regional Planning, Ohio State University: 2016
Bachelor of Science, Civil and Environmental Engineering, Mississippi State University: 2013
Professional Engineer: MI, OH
American Institute of Certified Planners

SPECIALIZED TRAINING

LTAP Permeable Pavements
LTAP ODOT BMP's Training
LTAP GCAT Training
LTAP Data-Driven Safety Analysis in Safety Management Process
LTAP HCS7 Training Update
LTAP INRIX Streetlight Origin-Destination Data & Analytics Tools
LTAP TransModeler SE training
LTAP Road Diets Training

With experience in transportation planning, roadway design, green infrastructure, and urban planning, Mariel brings both the engineering and planning perspective to every project and team. Her responsibilities have included conceptual design, traffic studies, construction document preparation, stormwater and Best Management Practices (BMP) modeling, plan renderings, and public engagement. Mariel finds that great places are built with strong public collaboration, quality development, engaging public spaces, and mobility for all. She is passionate about developing a community's social and physical connections by enhancing the urban design and diversifying the transportation network while also considering health and environmental impacts. She fosters this growth through her diverse skill set and multidisciplinary background.

SELECTED PROJECT EXPERIENCE

Compton Roadway Traffic Circles and Greenway, Cleveland Heights, OH
As Project Manager, Mariel led both engagement and design for Cleveland Heights's traffic circles and greenway path along Compton Road. The City of Cleveland Heights secured Community Block Grant Funding to implement priority traffic calming treatments and a greenway path that were identified as a part of its Compton Road Greenway Study. Mariel kicked off the project with a review of the engagement to date and built upon this effort through project specific engagement to move from planning to design. She delivered final construction documents and an opinion of probable costs to implement four traffic circles and a pocket park with a connector shared use path.

Minnesota DOT District Bicycle Plans
The Minnesota Department of Transportation (MnDOT) is developing eight district bicycle plans for each of the districts in the state. Toole Design used a data-driven analysis approach to identify bicycling needs and help MnDOT district staff identify opportunities and set priorities for bicycling improvements. Mariel delivered conceptual drawings and recommendations to show how existing roundabouts could be adjusted to better accommodate bicyclists.

7th Street Bike Lane Design, Bloomington, IN
Mariel led the conceptual redesign of 7th Street to include a two-way separated bicycle facility. The proposed facility was a desirable major east-west connection between the B-Line Trail, Downtown Bloomington, and Indiana University. Mariel lead the separated facility design including protected intersections, high visibility crosswalks, floating bus stops, and accommodations for special use zones. In addition, she provided a preliminary cost estimate and design memorandum covering all aspects of pedestrian, bicyclists, motor vehicle, and bus design considerations and recommendations.

OTHER RELEVANT EXPERIENCE

Ohio DOT Bicycle and Pedestrian Design Guidance Review
Michigan Department of Transportation Training Wheels, Grand Rapids, MI
Topeka Fast Track Bikeway Planning, Topeka, KS



HARRY GRAHAM, AICP

PROJECT PLANNER

TOOLE DESIGN

PROFESSIONAL HIGHLIGHTS

Years of Experience: 7

Toole Design: 2025-Present

Regional Planning Commission of Greater Birmingham: 2020-2025

Bay-Lake Regional Planning Commission: 2019-2020

EDUCATION / CERTIFICATION

Master of Community Planning, Auburn University: 2019

Master of Arts, Anthropology, University at Albany, SUNY: 2016

Bachelor of Arts, Anthropology, University of Alabama: 2014

American Institute of Certified Planners

APPOINTMENTS / AFFILIATIONS

American Planning Association

Association of Pedestrian and Bicycle Professionals

Madison Urban Design Commission (2024-2025)

Harry is a project planner with public and private sector experience in developing long-range transportation plans, multimodal transportation plans, land use plans, master and comprehensive plans, resilience and hazard plans, and urban design and land development regulations. He has served clients in several states by helping to develop plans that link transportation and land use to promote active transportation and smart growth principles. Harry specializes in land use planning, multimodal transportation planning, and public engagement.

SELECTED PROJECT EXPERIENCE

Madison Safe Routes to School Plan, Madison, WI

Harry serves as project planner on this plan to improve student safety and promote active transportation to and from schools in Madison, WI. The plan creates individual traffic safety plans and infrastructure recommendations for 21 schools as well as district-wide policy recommendations. Harry has conducted site visits to assess infrastructure and is using this data to develop recommendations.

Madison Pedestrian and Bicycle Planning, Madison, WI

Harry serves as project planner on this plan to develop both a standalone Pedestrian Plan and an update to the All Ages & Abilities (AAA) Bikeway Network for the City of Madison. The Pedestrian Plan recommends infrastructure projects to fill gaps in the sidewalk network and enhance pedestrian crossings as well as policy and program recommendations. Harry is the primary author of the Pedestrian Plan.

Savanna GRT Extension Study, Savanna, IL

Harry is serving as project planner on this study to evaluate potential routes for the extension of the Great River Trail. The study is evaluating several potential alignments through Savanna, IL to extend the trail four miles north of its current trailhead. He is developing materials for the plan's extensive public engagement.

SLATS Active Transportation Plan, Beloit, WI

Harry is serving as project planner on this active transportation plan for the Stateline Area Transportation Study (SLATS) MPO, straddling the Wisconsin and Illinois border. This plan's recommended regional active transportation network includes on- and off-street pedestrian and bicycle facilities. Harry managed the bicycle level of traffic stress analysis that informs the plan's bikeway recommendations and is leading the project's mapping efforts while also contributing to programmatic recommendations.

OTHER RELEVANT EXPERIENCE

River Falls Safety Action Plan, River Falls, WI



SARAH SKOLASKI

GRAPHIC DESIGNER

TOOLE DESIGN

PROFESSIONAL HIGHLIGHTS

Years of Experience: 9

Toole Design: 2021-Present

Color Burst: 2021

Freelance: 2019-Present

Little Guy Design: 2017-2019

EDUCATION / CERTIFICATION

Bachelor of Fine Arts,
Graphic Design, University of
Nebraska-Lincoln: 2021

Sarah is a graphic designer with experience in branding, typography, and data visualization. She consistently creates interactive and award-winning materials for public engagement, providing fun and accessible ways for people of all ages and abilities to provide feedback. Her work is guided by a strong belief that design is a problem-solving tool, aiming to bridge communication and creativity.

SELECTED PROJECT EXPERIENCE

San Pablo Bicycle and Pedestrian Corridor Study, San Pablo, CA

Sarah developed a template with a navigation system including maps and community priorities graphics influenced by the San Pablo city seal and city culture. And she was part of the team to populate the 15-chapter study which will allow implementation of new bicycle facilities on 10 San Pablo corridors.

Reimagining Neighborhoods + Streets: Creating Community Spaces Together, Edmonds, WA

To accompany and support Edmonds in developing new streets and public space typologies, Sarah created a logo and brand used across a variety of marketing materials. Research and knowledge of the project allowed Sarah to create a cohesive logo that encompasses the present and future communities.

Elk Grove Educational Bike Safety Workbook, Elk Grove, CA

Sarah served as the lead graphic designer on an educational bike safety workbook aimed at teaching safe biking habits to 3rd graders and their caregivers. She collaborated with the project team to create engaging activities, games, and informational content, all paired with fully custom illustrations featuring diverse children demonstrating safe biking practices. The workbook also included a full-spread map showcasing local bike infrastructure and community destinations. Sarah also designed a full set of outreach materials, including business cards, flyers, and posters. She led and contributed to laying out all translated versions of these materials in four languages to ensure accessibility to a broad audience.

Bloomington SS4A Safety Action Plan, Bloomington, IN

As the primary designer, Sarah supported the project team by developing and implementing all visual design components. She began by developing a cohesive visual identity, including a project logo, branding guidelines, and a custom set of illustrated characters to reflect the community's diversity and values. She contributed to the design and development of public engagement booths used for data collection and outreach in Bloomington. These booths featured interactive data visualizations and hands-on-community-building activities, designed to make the engagement process both informative and welcoming for residents.

OTHER RELEVANT EXPERIENCE

Sonoma County Vision Zero Action Plan, Sonoma County, CA

ECWRPC Technical Assistance

Wisconsin DOT Active Transportation Plan

CSU Complete Streets Guidelines, Fort Collins, CO



JAKE NEWBORN

OUTREACH LEAD

WISCONSIN BIKE FED

PROFESSIONAL HIGHLIGHTS

Years of Experience: 19

Wisconsin Bike Fed:
2007-Present

EDUCATION / CERTIFICATION

Educational Studies, Youth Leadership: Sociology:
University of Wisconsin-Milwaukee: 2006

League of American Bicyclists
Certified Instructor

League of American Bicyclists
Certified Coach

Jake has been with the Bike Fed for nearly 20 years. His degrees in Educational Studies and Sociology have guided his work in all aspects of the Bike Fed's initiatives since he began with the organization. He is a League of American Bicyclists Certified Coach and has extensive experience with youth and adult education and engagement programs.

SELECTED PROJECT EXPERIENCE

Safe Routes to School TAP Grant, Milwaukee, WI

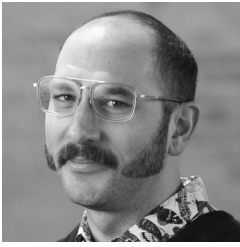
Jake assisted with the application for funds, grant administration, and implementation of this multi-year TAP grant focusing on education and encouragement of bike and pedestrian programs for youth in Milwaukee Public Schools. He has led this effort for eight grant cycles since 2010.

National Avenue Reconstruction, Milwaukee, WI

Jake was the lead advocacy campaign manager to improve National Avenue from 1st to 39th Street. This included the safety and improvement of bicycle and pedestrian facilities and involved collaboration with City of Milwaukee, WisDOT, and many other local partners in the grassroots efforts to impact change on a state highway redesign process.

Wisconsin Bike Week

Jake was the Project Manager for Wisconsin Bike Week. He coordinated statewide bicycle education and encouragement activities, events, promotions, media, design, and more. The project involved Wisconsin Bike Fed staff, local partners, and volunteers who were hosting events for the week long celebrations.



MICHAEL ANDERSON

EDUCATION DIRECTOR

WISCONSIN BIKE FED

PROFESSIONAL HIGHLIGHTS

Years of Experience: 12

Wisconsin Bike Fed:
2014-Present

EDUCATION / CERTIFICATION

Bachelor of Arts, Urban Studies
University of Wisconsin-
Milwaukee: 2024

League of American
Bicyclists Coach

APPOINTMENTS / AFFILIATIONS

City of Milwaukee Pedestrian
and Bicycle Advisory
Committee: Chair

Michael has served the Bike Fed as an active transportation advocate since 2014 across several programs with a particular focus on pedestrian rights and transit. His current focus, as the manager of our Safe Routes to School partnership with Milwaukee Public Schools, is to elevate youth voices in planning decisions as well as providing direct bicycle education to over 1,500 youth annually.

SELECTED PROJECT EXPERIENCE

Child Friendly Cities: Safe Routes Infrastructure, Milwaukee, WI

Since 2020, Michael has led youth engagement along with planners from the City of Milwaukee. Through the lessons he developed and over the course of a week students become Junior Urban Planners, conducting a walk and bike audit, building a budget, and ultimately choosing which infrastructure gets installed around their school.

Paint the Pavement at Bethune Academy, Milwaukee, WI

With support from the National Center for Safe Routes to School, Michael led engagement with youth at the Bethune Academy Boys and Girls Club. Their creative ideas and art led to designs to paint three traffic circles and eight curb extensions along Galena Street connecting to Washington Park. Collaborating with a local artist and 7th grade students, Michael facilitated the installation of these designs along with an ongoing campaign to build out a child-friendly network linking green spaces.

Pop-Up Protected Bike Lane with Spin Scooters, Milwaukee, WI

With funding from Spin Scooters, Michael helped install a temporary protected bike lane during the annual Santa Rampage bike ride. This engagement exposed over 2,000 riders to protected bike lanes in advance of the large expansion of permanent protected bike lanes across the city.

Safe and Healthy Streets, Milwaukee, WI

Michael served as assistant for a three-year systems change grant with the Medical College of Wisconsin and City of Milwaukee to establish and institute the City's complete streets policy. Through this work Michael helped establish the City's Paint the Pavement program as well as helped lead the framework to begin closing slip-lanes and converting them to public spaces such as Plazita Verde on Milwaukee's Southside.

OTHER RELEVANT EXPERIENCE

Temporary Traffic Calming Lending Library, Milwaukee, WI



RACHEL GOOCHEY

MILWAUKEE WALKS PROGRAM MANAGER

WISCONSIN BIKE FED

PROFESSIONAL HIGHLIGHTS

Years of Experience: 2

Wisconsin Bike Fed:
2025-Present

EDUCATION / CERTIFICATION

Master of Public Health,
Environmental Health Science,
University of Wisconsin -
Milwaukee: 2025

Rachel is a safe streets advocate who works with Milwaukee County residents to collaboratively communicate how better road infrastructure and policies can improve the health and safety of their communities. Rachel believes that everyone in Milwaukee County deserves to feel safe while walking, biking, or using public transportation. Rachel has experience working with communities highly impacted by traffic violence, as well as communities who are often excluded from the planning processes, including non-drivers, students, and adults with disabilities.

SELECTED PROJECT EXPERIENCE

Pedestrian Safety Workshop Series with Centers for Independence, Milwaukee, WI
MilWALKee Walks offered a pedestrian safety education series for adults who have experienced brain trauma. Series participants learned about the basics of pedestrian safety and urban infrastructure, were introduced to a representative from Milwaukee's DPW, and participated in a walk audit. Rachel supervised the planning of the program and helped facilitate sessions.

Silver City Paint the Pavement, Milwaukee, WI

VIA CDC partnered with MilWALKee Walks to design a street mural at a newly installed roundabout in a new neighborhood bike boulevard. Two neighborhood block parties were held to solicit resident input on the mural design and to celebrate the newly completed artwork. Rachel educated residents during the block parties and helped organize a community bike ride in conjunction with the project.

Walks in the Playfields, Milwaukee, WI

MilWALKee Walks partnered with Bike Fed's Mobile Bike Repair to engage with hundreds of kids and residents through games, art, and education at various City of Milwaukee parks throughout the summer. Rachel created safe streets educational activities, supervised staff at the sites, and engaged with residents about local street safety concerns.

Milwaukee Safe Streets Academy Walk Audits, Milwaukee, WI

1K Friends hosted two Milwaukee Safe Streets Academy series focused on WisDOT resurfacing projects on Lisbon Avenue and Green Bay Avenue. Rachel led walk audits for resident groups near each project area. The walk audits educated residents about potential infrastructure changes and empowered them to give feedback to WisDOT about the projects.

OTHER RELEVANT EXPERIENCE

Walking Book Club, Milwaukee, WI

Ruby Bridges Day Youth Pedestrian Education, Whitefish Bay, WI

Pedestrian Policy Analysis, Milwaukee County, WI

T'OOLE
DESIGN

122 W. Washington Avenue, Suite 550

Madison, WI 53703

608.663.8082

www.tooledesign.com



**Contract for Professional Services Between:
Village of Shorewood (“Client”) and
Toole Design Group, LLC (“TOOLE”)**

1. Project Overview:

Project Name: Shorewood Greenways and Traffic Calming
TOOLE Project Number: 00MSN.00300.00
Client Project Number:
Client Name: Village of Shorewood (“Client”)
Contract Effective Date: April 6, 2026

2. Project Information:

TOOLE Budget: \$64,930
Term of Agreement: December 31, 2026
Project Location: Shorewood, Wisconsin

3. Toole Project Manager:

Name: Sara Schooley
Email: sschooley@tooledesign.com
Phone: 608.341.2588

4. Client Project Manager:

Client Organization: Village of Shorewood
Client Project Manager: Bart Griepntrog
Email: bgriepntrog@shorewoodwi.gov
Phone: 414-847-2647

5. TOOLE Main Office Contact Information:

Admin/Finance Address:
One Inventa Place, West Tower, Suite 950
Silver Spring, MD 20910
Phone: (301) 927-1900
Contracts: contracts@tooledesign.com
Invoices: accounts.payable@tooledesign.com
& cc TOOLE Project Manager

6. Terms and Conditions:

Except to the extent modified by Amendments (if applicable), Terms and Conditions attached incorporated here shall apply.

Exhibits/Attachments:

- Terms and Conditions
- Attachment A - Scope of Work
- Attachment B - Detailed Budget and Fees

**AGREEMENT BETWEEN
VILLAGE OF SHOREWOOD
and
TOOLE DESIGN GROUP, LLC
TOOLE# 00MSN.00300.00**

This Agreement is made as of April 6, 2026, between Toole Design Group, LLC (“TOOLE”) having its principal office of business at One Inventa Place, West Tower, Suite 950, Silver Spring, MD 20910, and the Village of Shorewood (“Client”), (collectively the “Parties”) having its principal office of business at 3930 N. Murray Ave., Shorewood, WI 5321.

AGREEMENT

TOOLE and Client agree as follows:

1. This Agreement does not establish a joint-venture, partnership, employer-employee, or principal-agent relationship between TOOLE and Client. The relationship between Toole and Client will be that of an independent contractor.
2. The scope of this Agreement (the “Project” or “Services”) and time period of performance are as indicated in *Attachment A*.
3. Client shall compensate TOOLE on a time and materials basis. The initial not exceed budget shall be \$64,930. This is based on an estimate of hours, cost of materials, period of performance and other factors as further described in *Attachment A*. If any of the above factors has a significant impact on the initial not to exceed amount, TOOLE will notify Client in writing and work with Client on an amendment to the not to exceed amount. If the not to exceed amount has been reached, TOOLE reserves the right to stop work until a written amendment has been executed by both Parties. TOOLE reserves the right to escalate rates annually on or around April 1st of each year. A more detailed description of the compensation for the Services may be found in *Attachment B*.
4. TOOLE shall submit invoices (no more frequently than once per month) based on work completed during that time period and Client shall pay TOOLE within ten (10) days after receipt of invoice. Should the Client fail to make timely payment, TOOLE reserves the right to stop work until payment is received.
5. This Agreement shall automatically terminate on December 31, 2026. Before this official date of termination, the obligation to provide further services under this Agreement may be terminated by either party upon five (5) business days’ written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. Upon any termination, TOOLE will be paid for all services completed to the date of termination.
6. Client shall arrange for access to and make all provisions for TOOLE to enter upon public and private property as required for TOOLE to perform the Services. TOOLE shall be able to reasonably rely on any data or information provided by the Client necessary to perform the Services under this Agreement.

7. Client shall give written notice to TOOLE whenever Client becomes aware of any development that affects the scope or timing of TOOLE's Services.
8. Financial records of TOOLE pertinent to TOOLE's compensation and payments under this Agreement will be kept in accordance with generally accepted accounting practices.
9. TOOLE shall maintain all records (including electronic records) in regard to this Agreement readily available and in legible form. TOOLE shall maintain all books, papers, records, accounting records, files, accounts, reports, cost proposals with backup data, and all other material relating to direct costs charged to this Project, and shall make all such material available at any reasonable time during the term of work on the Project and for two (2) years from the date of final payment to TOOLE auditing, inspection, and copying upon Client's request.
10. Any official notice or other communication required hereunder shall be sent by certified mail (return receipt requested), and/or other methods as mutually agreed upon, and shall be deemed given on the date which such notice is received.

To Contractor at:	Toole Design Group, LLC One Inventa Place, West Tower, Suite 950 Silver Spring, MD 20910
To Client at:	Village of Shorewood 3930 N. Murray Ave. Shorewood, WI 53211

11. TOOLE has or shall procure and maintain insurance for protection from 1) claims under workers' compensation acts, 2) from claims for damages because of bodily injury including personal injury, sickness, disease or death of any and all employees or of any person other than such employees, and 3) from claims or damages resulting from damage to, loss of use of, and/or destruction of property.

TOOLE shall also procure and maintain professional liability insurance for protection from claims arising out of performance of professional services caused by its negligent acts, errors, or omissions. TOOLE shall maintain this insurance at least until the completion of TOOLE's services.

12. To the fullest extent permitted by law, Client and TOOLE each agree to indemnify the other party and the other party's officers, directors, partners, employees, and representatives, from and against losses, damages, and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are found to be caused by a negligent act, error, or omission of the indemnifying party or any of the indemnifying party's officers, directors, members, partners, agents, employees, or subconsultants in the performance of services under this Agreement. If claims, losses, damages, and judgments are found to be caused by the joint or concurrent negligence of Client and TOOLE, they shall be borne by each party in proportion to its negligence.
13. All original design calculations, field notes, quantity calculations, logos, maps, photographs, written reports, necessary project specific provisions, and other material including drawings prepared under this agreement ("Data"), and without regard to the media in which the Data was developed, shall be the property of the Client and TOOLE. Client shall make available to

TOOLE drawings, specifications, schedules and other information and data which are pertinent to TOOLE's Services. These aforementioned non-public documents, information, and data shall remain the property of the Client and/or of another party if required.

14. If this Agreement provides for any construction phase services by TOOLE, it is understood that the Contractor, not TOOLE, is responsible for the construction of the project, and that TOOLE is not responsible for the acts or omissions of any contractor, subcontractor or material supplier; for safety precautions, programs or enforcement; or for construction means, methods, techniques, sequences and procedures employed by the Contractor.
15. The standard of care for all professional services performed or furnished by TOOLE under this Agreement will be the skill and care used by members of TOOLE's profession practicing under similar circumstances at the same time and in the same locality. TOOLE makes no warranties, express or implied, under this Agreement or otherwise, in connection with TOOLE's services
16. Any dispute resolution process will be governed by the procedures outlined in this Agreement. Any disputes relating to this Agreement shall be submitted to a senior representative of each Party who shall have the authority to enter into an agreement to resolve the dispute ("Representative"). The Representatives shall not have been directly involved in the performance of the Services and shall negotiate in good faith. If the Representatives are unable to resolve the dispute within three weeks or within such longer time period as the representatives may agree, the dispute may be decided by alternative forms of dispute resolution (such as neutral mediation) as mutually agreed or either Party may then pursue its respective rights in law or equity. No written or verbal representation made by either Party in the course of any discussions between the Representatives or other settlement negotiations shall be deemed to be a party admission.
17. This Agreement shall be governed by and constructed and enforced in accordance with the laws of the State of Wisconsin.
18. If any legal proceedings should be instituted by either party to enforce the terms of this Agreement or to determine the rights of the parties hereto, each party shall pay for their own attorney's fees, expert witness fees, and costs.
19. Force majeure shall include, but not be limited to, any acts of God or the public enemy; compliance with any order, rule, regulation, decree, or request of any governmental authority or agency or person purporting to act therefore; acts of war, public disorder, rebellion, terrorism, or sabotage; floods, hurricanes, or other storms; strikes or labor disputes; or any other cause, whether or not of the class or kind specifically named or referred to herein, not within the reasonable control of the Party affected. A delay in or failure of performance of either Party shall not constitute a default hereunder nor be the basis for, or give rise to, any claim for damages, if and to the extent such delay or failure is caused by force majeure.
20. Client and TOOLE shall not be liable to each other for indirect, incidental, special, economic consequential, or punitive damages of any kind (including, but not limited to lost profits and operation costs).

21. In the event that any term or condition of this Agreement is held to be illegal, invalid, or unenforceable under the Law, such term or condition shall be deemed severed from this Agreement and the remaining terms and conditions shall remain unaffected and thereby continue in full force.
22. This Agreement represents the entire integrated agreement between TOOLE and Client and supersedes and replaces all of the terms and conditions of any prior agreements, arrangements, negotiations, or representations, written or oral, which have not been specifically incorporated by reference herein with respect to this Agreement. This Agreement may be changed, modified or altered only by written agreement of the parties.

IN WITNESS WHEREOF, the Parties hereto have made, executed and agreed to this Agreement as the day and year first above written.

Toole Design Group, LLC

Village of Shorewood

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

APPROACH

The Village of Shorewood has outlined a clear, implementation-focused approach to create a neighborhood greenway network and traffic calming program. **Toole Design** and the **Wisconsin Bike Fed** are uniquely qualified for these two project types. We know what it takes to create safe networks and functional processes using data, technical and design expertise, community input, and an understanding of implementation challenges and realities. The team is also deeply knowledgeable of the local Shorewood street network and Village culture, due to the Toole Design Project Manager being a resident and the Bike Fed's work throughout the region.

We know the process needs to center data-driven analysis, stakeholder involvement, educational resources, regional and national best practices, proven safety countermeasures, demonstration activities, and accessible programming. We will actively engage Village staff and committees, including the Pedestrian and Bicycle Safety Subcommittee, to build decision-maker support essential for successful implementation. At the same time, we will strengthen community understanding of greenways and traffic calming as key components of Shorewood's commitment to walkability and bikeability.

Our multidisciplinary team of planners, engineers, analysts, engagement specialists, and safety experts have experience working in the Milwaukee area and throughout the Midwest. The project approach is founded in our existing understanding of the community, knowledge of state and regional policies and best practices, and our recent experiences working with Milwaukee County and Shorewood as part of Milwaukee County's Complete Communities planning efforts.

We developed the following approach based on our understanding of the project. If selected, we will work with the Village to adjust the approach based on your needs and feedback to complete the proposed scope successfully, on time, and on budget.

TASK 0: PROJECT MANAGEMENT

Toole Design will coordinate closely with the Village of Shorewood project management team (PMT) and other stakeholders as identified by the Village throughout the project. **Sara Schooley** is a skilled Project Manager and will provide a consistent point-of-contact.

TASK 0.1: WORK PLAN AND KICKOFF MEETING

At the outset of the project, we will prepare a detailed work plan that includes:

- A refined scope of work that provides detail and clarity on project tasks and objectives
- A project schedule that depicts the order of each task in this scope of work, internal deadlines, review periods, and preliminary dates
- Schedule of stakeholder and public engagement
- Communication channels and points of contact

Toole Design will host a kickoff meeting with Village staff to review the work plan and seek feedback. This meeting will confirm project goals, identify key opportunities and challenges, establish communication and data transfer protocols, and discuss the public engagement process and committee involvement. After the kickoff meeting, we will revise and resubmit the work plan. We will also submit a data request via email that identifies data needs, prior plans and studies, and other resources needed for the planning effort.

TASK 0.2: ONGOING MANAGEMENT AND ADMINISTRATION

Toole Design will facilitate monthly coordination calls with the PMT to share updates, address any outstanding needs, and solicit feedback. Each call will include a brief agenda and follow-up summary with next steps and action items. Additional coordination may occur as needed to address unforeseen issues. We will submit progress reports and invoices monthly via email.

TASK 0 DELIVERABLES:

Work plan (draft and final) | Data request memo | Kickoff Meeting agenda and notes/summary | Monthly coordination calls, including agendas and notes/summaries for each | Monthly progress reports

TASK 1: PUBLIC DESIGN PROCESS

Meaningful engagement with Shorewood residents and stakeholders is essential to building support for the neighborhood greenway network and creating an effective traffic calming program. Toole Design and the Bike Fed have deep experience conducting proactive and creative outreach to engage the community. Listening and creating experiential opportunities will be the foundation of our community engagement approach for this project.

TASK 1.1: PROJECT COMMUNICATION PLAN

The Toole Design Team will meet with City staff early in the project to develop a public participation and communication strategy. We envision three main approaches: (1) broad outreach efforts using online surveys, mailings, and/or social media; (2) interviews and meetings with relevant Village staff or key stakeholders; and (3) in-person and experiential engagement. The proposed engagement strategies will be detailed in a plan that will be presented to the PMT and, if needed, the Village Board or subcommittees for approval prior to implementation.

TASK 1.2: PUBLIC ENGAGEMENT

This project is an opportunity to educate and excite Shorewood residents and business owners about active transportation and safe streets as essential elements of a thriving community. Our team will develop communication materials that are sharp, engaging, and fun. The brand and style will be aligned with the Village's branding.

This project is essentially two projects in one—a neighborhood greenways (NG) effort and a traffic calming (TC) program. The outreach efforts described below each have efforts a "NG" or "TC" noted to indicate whether it would be recommended for the neighborhood greenways or traffic calming efforts, respectively. All efforts described below should be considered a "menu of options" and will be further detailed, scoped, and agreed upon in TASK 1.1.

- **Guided bike rides or walks.** Guided bike rides or walks help people experience a system, envision its future, and have real-time conversations. These bike rides or walks could be designed for the general public, the Village Board or subcommittees, older adults, and/or families. A student bike ride (or bike train) would also be warranted since both elementary schools in Shorewood are bordered by the proposed neighborhood greenway network, and the middle and high schools are along routes under consideration. (NG)
- **Neighborhood greenway scavenger hunt.** The proposed neighborhood greenway system connects nearly all of Shorewood's key destinations. Creating a scavenger hunt through a platform such as [Goosechase](#) or [BackYard Hunt](#) would encourage residents to explore the network and answer questions about what they experience or want on the roadway. (NG)

- **Interactive demonstration projects.** As part of the SS4A Demonstration Projects deployed by the Village last year, residents were able to experience curb extensions, lane narrowing, roundabouts, and speed tables. Some residents did not know why those projects were installed or what problem was being "solved." We recommend hosting "pop up demonstration projects" that are staffed or have informational sandwich boards to help users understand the purpose of the project and how they align with the Village's broader goals. These demonstration projects would also be destinations on guided bike rides or walks, and the scavenger hunt. (NG)
- **Yard signs and A-boards.** Yard signs are commonly used in Shorewood to spread news and information. For this project, yard signs could be used to show the proposed locations of neighborhood greenways and direct people to information and feedback opportunities. Yard signs or A-boards can also be used at proposed project locations to explain facility types and the reasons for the improvements. (NG)
- **Pop-up stations.** Pop-up stations foster one-on-one engagement where people already are. Shorewood has a variety of existing activities—the summer reading festival, Hubbard Park Summer Sounds, school events, the farmer's market, etc.—where residents are comfortable and ready to talk. (NG, TC)
- **Existing communications.** The project team can create materials for the Village bulletin, Shorewood magazine, and weekly school e-communications to spread information and garner feedback. Informational flyers can also be created to post at the library, coffee shops, and business windows. (NG, TC)
- **Social media.** The project team can develop social media graphics, copy, and videos to share information about project components, alert people about engagement opportunities (e.g., guided bike rides or walks), and provide virtual experiences (e.g., riding along a neighborhood greenway or completing a traffic calming form). (NG, TC)
- **Online surveys and polls.** Online surveys and polls are an easy way to reach a large number of people or have them experience a process in a trial form. Toole Design uses the Alchemer online platform for surveys, which allows users to take surveys in multiple languages and on mobile devices, to increase accessibility. (NG, TC)

TASK 1 DELIVERABLES:

Project Communication Plan (draft and final) | In-person or online engagement as selected by the client

TASK 2: NEIGHBORHOOD GREENWAYS

TASK 2.1: INITIAL REVIEW, ANALYSIS, AND PROJECT CONFIRMATION

TASK 2.1.1: REVIEW

Toole Design will review Shorewood's Pedestrian and Bicycle Master Plan, focusing on the purpose and proposed locations of the neighborhood greenway network to ensure that future recommendations are based in the Village's original ideals. We will also review the SS4A Demonstration Activities final report to better understand the projects' speed impacts, safety outcomes, and public opinions. This effort will result in a Review Memo defining the purpose, function, and potential refinements of Shorewood's greenway network, along with initial implementation considerations.

TASK 2.1.2: ANALYSIS

Most proposed streets in the neighborhood greenways network are already low volume and low speed, providing an excellent baseline for an "all ages and abilities" network. The real challenges of the network, both in terms of safety and operation, are at intersections and any longer stretches where drivers can build speed. Increasing both actual and perceived safety for people walking or bicycling is critical, and must be accomplished by altering driver behavior to be consistently low-speed and consistently attentive. Traffic calming can achieve this. Using the defined concept of the neighborhood greenway system defined in Task 2.1.1, Toole Design will analyze selected areas of the proposed network using traffic counts, speed surveys, parking occupancy analysis, and field observations to determine what infrastructure improvements are needed along the greenway network to meet safety and accessibility goals. Engagement will be conducted during this phase to let residents know where, why, and how we are collecting data.

TASK 2.1.3: CONFIRMATION

Using the results of Tasks 2.1.1 and 2.1.2, Toole Design will create a summary report that includes a definition, both in plain language and graphically, of what Shorewood's neighborhood greenway network is; what types of signals, signs, or infrastructure might be used on the network; what success looks like; routes and proposed infrastructure in an easy-to-understand map. In this task, engagement methods from Task 1.2 will be utilized to educate residents on the purpose of the neighborhood greenway network and to describe the types of neighborhood greenway projects.

Engagement will include opportunities for discussion and feedback about the proposed neighborhood greenway "tools."

TASK 2.2: REPORT AND RECOMMENDATIONS

TASK 2.2.1: DRAFT REPORT AND RECOMMENDATIONS

Based on the review, analysis, and public feedback from Task 2.1, Toole Design will create a graphics-forward draft recommendations report with specific treatments for the network. Recommendations may include signs, signals, intersection treatments, traffic calming measures, or modified parking regulations. We will include information on the cost of recommended improvements and proposed materials and will define implementation phases to assist staff in prioritizing which parts of the network get built first.

TASK 2.2.2: STAFF REVIEW

The PMT will provide feedback on the draft report with consolidated, non-contradictory comments. If needed, the Toole Design Team can also facilitate a focus group with Village staff from multiple departments to address maintenance, operations, and enforcement considerations. We will update the Draft Report based on staff feedback.

TASK 2.2.3: PUBLIC REVIEW

After staff review, a "Public Draft Report" will be created for public review. This phase will be where much of the public engagement (Task 1.1) will occur, focusing on in-person activities such as walking/biking tours, pop-ups, and demonstration activities. Yard signs, A-boards, flyers, and social media posts will be used to direct residents to the project website. We also will post a summary and the draft report online with a comment form. The consultant team may present the draft report to the Village Board and/or the Pedestrian and Bicycle Safety Subcommittee for additional feedback, as needed.

Toole Design will summarize the engagement activities and key feedback themes in a Public Review Summary Memo. We will work with Village staff to update the report using public feedback, and we will track how public feedback was incorporated using a spreadsheet tool.

TASK 2.2.4: FINAL REPORT AND RECOMMENDATIONS

Using staff and public input, we will prepare a revised draft final report that includes the purpose of Shorewood's neighborhood greenway network, maps

showing the system and proposed improvements, project prioritization and implementation tiers, budget estimates and potential funding sources, and more. Once reviewed by staff, a final report will be completed for presentation to the Village Board and subcommittees.

TASK 2 DELIVERABLES:

Review Memo (draft and final) | Analysis Memo (draft and final) | Summary Report (draft and final) | Draft Report and Recommendations (draft and final) | Public Review summary memo (draft and final) | Final Report and Recommendations (draft final and final) | Presentations to Village Board or committees, as needed

TASK 3: TRAFFIC CALMING PROGRAM

The Toole Design Team understands the need for both effective traffic calming and a practical, repeatable process. Creating a Traffic Calming Program means developing a process that can be easily and consistently repeated, not a one-time solution.

Traffic calming programs are inherently reactive—residents reach out to report dangerous driving. Unfortunately, complaint-based programs are often inequitable because not all residents are willing to share complaints with local government which may result in traffic calming primarily happening where “noisier” residents live, not necessarily where the need is the greatest. With our team’s local government experience, we are confident that we can develop a program that is both responsive and equitable for the Village of Shorewood.

TASK 3.1: REVIEW EXISTING TRANSPORTATION AND PARKING REQUEST PROGRAM

Toole Design will review the existing Transportation and Parking Request Program, including example requests received through the program. Toole Design will meet with Village staff to learn more about the existing program, program purpose, types of requests received, the workflow for reviewing and implementing requests, and program challenges.

TASK 3.2: IDENTIFY GOALS AND OUTCOMES FOR THE TRAFFIC CALMING PROGRAM

Before developing a draft Traffic Calming Program, the consultant team will ensure we have correctly identified the desired goals and outcomes for the program. Emphasizing different community goals will lead to

different program formats. For example, the Village of Shorewood might identify any of the following as the highest priority: documented safety issues, optimizing staff time, maximizing public engagement, or streamlining implementation. Each of these priorities would result in a different program.

Based on our conversations with staff and stakeholders, we will draft the desired goals and outcomes for the program. Village staff will provide feedback and confirm that identified goals and outcomes are accurate and appropriate.

TASK 3.3: DEVELOP TRAFFIC CALMING PROGRAM

We will prepare a draft Traffic Calming Program that describes which streets are eligible, how to submit a request, how requests are evaluated, how often requests are evaluated, the range of infrastructure options, selection criteria for traffic calming the public review process, and the implementation processes.

TASK 3.4: STAFF REVIEW

Village of Shorewood staff will provide feedback on the draft program both through discussion and in a Word document with consolidated, non-contradictory comments. The consultant team will update the draft Traffic Calming Program based on staff feedback.

TASK 3.5: PUBLIC REVIEW

The draft program will be released for public review. We recommend posting a summary and the draft program online with a comment form and, if selected as part of Task 1.1, use pop-up process testing activities to help potential users better understand and test the proposed process. The consultant team may present the draft Traffic Calming Program to the Pedestrian and Bicycle Safety Subcommittee for additional feedback and will revise the Traffic Calming Program accordingly.

TASK 3.6: PRESENT PROGRAM FOR APPROVAL

Toole Design will update the Traffic Calming Program and share with staff for final review. Toole Design will work with Village staff to either give a presentation to the Village Board or support staff in doing so.

TASK 3 DELIVERABLES:

Presentation: Need for Traffic Calming and the program Goals | Traffic Calming Program (internal staff draft; public draft; final draft) | Village Board: Policy and Presentation (draft and final)

Attachment B - Detailed Budget and Fees

COST

The following table shows Toole Design's proposed budget per task, hourly rates for each team member, and expected hours. The hours and costs represent our initial estimate of the necessary level of effort. However, we are flexible and anticipate refining the approach in collaboration with the Village staff. If additional work is requested, we would work with the project management team to scope the task and present a budget amount to be approved, in writing, before we commence additional work. Rates are fully loaded including reimbursables and are valid until Fall 2027.

Task	Hourly Rate	Tom Natwick	Sara Schooley	Beth Rosenbarger	Harry Graham	Mariel Colman	Ben Ontl	Sarah Skolaski	Bike Fed	Subtotal hours	Subtotal fee
		\$282	\$202	\$208	\$140	\$255	\$157	\$128	\$100		
0: PROJECT MANAGEMENT											
0.1: Work Plan and Kickoff Meeting		2	4	1	1	1	1	-	-	10	\$2,132
0.2: Ongoing Management and Administration		6	16	-	-	-	-	-	-	22	\$4,924
<i>Task 0 Subtotal hours</i>		8	20	1	1	1	1	0	-	32	-
<i>Task 0 Subtotal fee</i>		\$2,256	\$4,040	\$208	\$140	\$255	\$157	\$0	\$0	-	\$7,056
1: PUBLIC DESIGN PROCESS											
1.1: Project Communication Plan		1	4	-	4	-	-	-	100	109	\$11,650
1.2: Public Engagement		1	30	-	8	-	-	20	-	59	\$10,022
<i>Task 1 Subtotal hours</i>		2	34	0	12	0	0	20	100	168	-
<i>Task 1 Subtotal fee</i>		\$564	\$6,868	\$0	\$1,680	\$0	\$0	\$2,560	\$10,000	-	\$21,672
2: NEIGHBORHOOD GREENWAYS											
2.1.1: Review		1	4	-	-	-	6	-	-	11	\$2,032
2.1.2: Analysis		2	4	-	-	4	20	-	-	30	\$5,532
2.1.3: Confirmation		2	4	-	-	2	12	-	-	20	\$3,766
2.2.1: Draft Report and Recommendations		4	8	-	-	2	16	16	-	46	\$7,814
2.2.2: Staff Review		-	4	-	-	-	4	-	-	8	\$1,436
2.2.3: Public review		-	4	-	4	-	-	-	-	8	\$1,368
2.2.4: Final Report and Recommendations		2	8	-	-	2	8	4	-	24	\$4,458
<i>Task 2 Subtotal hours</i>		11	36	0	4	10	66	20	-	147	-
<i>Task 2 Subtotal fee</i>		\$3,102	\$7,272	\$0	\$560	\$2,550	\$10,362	\$2,560	\$0	-	\$26,406
3: TRAFFIC CALMING PROGRAM											
3.1: Review Existing Transportation and Parking Request Program		-	2	2	6	-	-	-	-	10	\$1,660
3.2: Identify Goals and Outcomes for Traffic Calming Program		-	2	2	4	-	-	-	-	8	\$1,380
3.3: Develop Traffic Calming Program		1	4	2	8	-	-	-	-	15	\$2,626
3.4: Staff Review		-	4	-	2	-	-	-	-	6	\$1,088
3.5: Public Review		-	2	-	6	-	-	-	-	8	\$1,244
3.6: Present Program for Approval		1	2	4	2	-	-	-	-	9	\$1,798
<i>Task 3 Subtotal hours</i>		2	16	10	28	0	0	0	-	56	-
<i>Task 3 Subtotal fee</i>		\$564	\$3,232	\$2,080	\$3,920	\$0	\$0	\$0	\$0	-	\$9,796
<i>Total hours per staff</i>		23	106	11	45	11	67	40	100		
<i>Total fee per staff</i>		\$6,486	\$21,412	\$2,288	\$6,300	\$2,805	\$10,519	\$5,120	\$10,000		
PROJECT TOTAL											\$64,930



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO THE VILLAGE BOARD

Agenda Item 9b: Consider Ordinance 3083 An ordinance to create regulations related to electric scooter operations and the allowance of short-term commercial rentals.

Agenda Item 9c: Consider Resolution 2026-02 A resolution establishing a pilot program to allow commercial electric scooter operations within Shorewood.

Date: April 6, 2026

Presenter: Bart Griepentrog, AICP

Department: Planning & Development

History – Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.

1. July 10, 2019 – the State of Wisconsin adopted [349.236, Authority to regulate operation of electric personal assistive mobility devices and personal delivery devices.](#)
2. The City of Milwaukee initiated a dockless scooter [pilot study](#) to observe, solicit feedback, and evaluate the effectiveness of dockless scooters. The initial pilot ran through December 31, 2019.
3. [August 5, 2019](#) – the Village Board moved to refer the regulations on electric dockless scooters to the [Pedestrian and Bicycle Safety \(P&BS\) Committee](#) for review. The Committee was to advise regarding the following:
 - a. Restrict or prohibit their operation on roadways with speed limits greater than 25 mph.
 - b. Restrict or prohibit their operation on sidewalks.
 - c. Establish limitations on where they may be parked.
 - d. Restrict or prohibit short-term commercial rental to the general public.
4. [August 8, 2019](#) - public comments were solicited through the Village Manager’s memo.
5. [August 13, 2019](#) – the P&BS Committee provided the following recommendations regarding electric dockless scooters:
 - a. No restriction on roadway operation with speed limits greater than 25 mph.
 - b. Restrict the operation of electric scooters on the sidewalk.
 - c. Costs for infrastructure or additional painting or signage to help communicate parking be included in a scooter permit fee.
 - d. Request for additional time to evaluate other topics related to scooter further, such as vandalism, use on trails, lifespan of the scooters, and underserved community members.
6. September 3, 2019 – staff participated in a conference call with Lime to discuss the possibility of deploying their electric scooters in Shorewood. Lime suggested deployment of potentially 50 scooters to be operated through a Memorandum of Understanding between the Village and Lime, in the absence of a scooter permit program. Following this meeting, Lime informed Shorewood that they typically pull the scooters in November and it was determined that there would not be sufficient time to pilot a program in Shorewood. In lieu staff believed a review of

Milwaukee's pilot program could be used for purposes of providing possible recommendations for consideration.

7. September 3, 2019 – Wauwatosa adopted an ordinance ([O-19-24 page7](#)) with scooter regulations, including the allowance of short-term commercial rental.
8. September 17, 2019 – West Allis adopted an ordinance ([O-2019-0037](#)) with scooter regulations without the allowance of short-term commercial rental.
9. [December 2, 2019](#) – the Village Board voted 6-0 to wait for the City of Milwaukee's review of their pilot program prior to considering an ordinance or pilot program for electric scooters.
10. The City of Milwaukee initiated a second pilot study in [2021](#), and a third a final pilot study in [2022-2023](#) before launching a permanent [scooter program](#) in 2024.
11. The City of West Allis amended their e-scooter regulations ([10.23](#)) in July 2024 allowing commercial operators to rent equipment subject to an agreement.
12. On [January 22, 2025](#), the Village Board voted 5-2 to have the Community and Business Relations Committee discuss allowing commercial scooter and bicycle rental. The topic was brought up as a Future Item of Consideration as a potential source of revenue.
13. [March 3, 2025](#), the Community & Business Relations Committee provided direction to staff to prepare a possible ordinance amendment and pilot program to allow commercial e-scooters within Shorewood.
14. [March 17, 2025](#) – the Community & Business Relations Committee voted 3-0 to recommend that the Village Board consider approval of an ordinance amendment and pilot program to allow commercial e-scooters within Shorewood, as drafted, subject to any technical comments from the Village Attorney.
15. [April 7, 2025](#) – **the Village Board voted 4-1 (McGovern) to defer action on the proposed ordinance and resolution until April 2026.**

Agenda Item Discussion – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

Overall, a municipality's ability to regulate e-scooters is governed by Wis. Stat. Sec. 349.237, which reads as follows:

349.237 Authority to regulate electric scooters. The governing body of any municipality or county may, by ordinance, regulate the rental and operation of electric scooters in a manner consistent with the regulation of bicycles in the municipality or county, except that the governing body of any municipality or county may do any of following:

- (1) Restrict or prohibit the operation of electric scooters on any roadway under its jurisdiction having a speed limit of more than 25 miles per hour.
- (2) Restrict or prohibit the operation of electric scooters on any sidewalk or bicycle way under its jurisdiction.
- (3) Establish requirements for and limitations on the parking of electric scooters on roadways, sidewalks, bicycle lanes, or bicycle ways under its jurisdiction.
- (4) Restrict or prohibit the short-term commercial rental of electric scooters to the general public.

Up to this point Shorewood has not specifically authorized or allowed the "short term commercial rental of electric scooters to the general public." The new proposed ordinance does that, and requires third-party vendors to reach an agreement with the Village that regulates such rentals, and also requires a fee be paid to the Village. In the interests of the health and safety of residents, the Village reserves the right

to regulate the number of scooters operating at any given time in the Village, and to terminate an agreement with a vendor for non-compliance.

Like bike share systems, e-scooters are suggested to provide communities with an additional multi-modal transportation option that is environmentally friendlier than motor vehicles and reduces traffic congestion. Unlike Milwaukee’s bike share system, commercial, for-profit e-scooter operations do not require docking stations and provide greater opportunity for door-to-door transit. As of 2025, operators in Milwaukee charged a \$1 unlocking fee and charge \$0.39 or \$0.40/minute to ride.

In 2025, commercial operators provided e-scooter rentals in Milwaukee (Lime and Spin), Wauwatosa (Lime) and West Allis (Lime). As part of their agreements to do so, the operators paid a fee, either per scooter (Milwaukee) or on a quarterly (West Allis) or annual (Wauwatosa) basis. Additionally, operators paid a fee per trip that originates in each municipality (\$0.25/ride in Milwaukee and \$0.10/ride in Wauwatosa and West Allis). West Allis noted that 8,595 trips were taken in the six months that their program was established in 2024.

	General Fee	Fee per Trip
Milwaukee	\$100 per scooter	\$0.25
Wauwatosa	\$1,500/year	\$0.10
West Allis	\$375/quarter (\$1,500/year)	\$0.10

In 2024, Milwaukee [reportedly](#) received more than \$559,000 in revenue from scooter operations. (Milwaukee staff noted that some of this money goes back into the program for oversight and third-party software, which costs approximately \$15,000/year.) Both Wauwatosa and West Allis received \$1,500 from Lime for operating within their cities, but nominal revenue beyond that based on trip origination, approximately \$860 in West Allis and “not more than \$1,000” in Wauwatosa.

	Approximate Annual Revenue
Milwaukee	\$559,000
Wauwatosa	\$2,500
West Allis	\$1,610 (half year)

Both Wauwatosa and West Allis indicated that Lime had been responsive and good to work with. Neither municipality needed to purchase any additional software to track or operate the system, and both indicated that the Police Department is responsible for enforcing driving behavior and Lime is responsible for responding to incorrectly parked scooters. Wauwatosa indicated that it takes approximately 20 hours per year to administer the program once it has been established. They noted that the first year would be more – approximately 40 hours. West Allis also shared that administration is done mostly on the front end to update the ordinance and finalize the operating agreement, and noted that Lime has been responsive and proactive to handling complaints.

As a matter of reference, the Village’s newly adopted [Pedestrian and Bicycle Master Plan](#) includes the following recommendation: Working with the Parks and Public Spaces Committee, evaluate and consider possible regulations related to scooters, including the pros and cons of allowing commercial operations.

Staff from the DPW has noted concern over being required to respond to abandoned or stray scooters that block pedestrian passage within the village should operations be allowed. The Police Department noted concerns over reckless scooting behavior, including sidewalk riders. These issues would need to be addressed with any potential commercial operator prior to deployment.

Based on the codes and agreements for commercial e-scooters in Wauwatosa and West Allis, staff has drafted the required ordinance amendment and terms of a pilot program that would be necessary to allow commercial e-scooters in Shorewood.

The proposed ordinance includes definitions, operating restrictions, parking requirements and short-term rental restrictions. With respect to operating restrictions, the draft restricts the use of e-scooters on public sidewalks and pedestrian paths, except within River Park, which links the Oak Leaf Trail to E. River Park Court. Parking restrictions prohibit scooters from blocking pedestrian passage and include language allowing the impounding of equipment that violates these restrictions. The draft also includes a requirement that any commercial operator have a short-term commercial rental agreement approved by the Village.

The required short-term rental agreement is detailed within the proposed pilot program. This program, which is designed to expire at the end of 2026, includes required terms, definitions, duration and participation details which allow the Village to terminate the program at any time upon notice and require all participants to have a locally based operations manager to respond to residents and Village representatives. The program also includes an indemnification clause and insurance requirements, which have been reviewed by the Village Attorney.

The proposed operations regulations mirror those of Wauwatosa and West Allis, requiring all scooters to meet minimum standards, be capped at 15 miles per hour, encourage safe use, and be equipped with technology to locate and identify all e-scooters within the fleet. All e-scooters shall display the operator's name and a toll-free telephone number for 24-hour customer support.

During their review of the draft documents on March 3, 2025, the Community & Business Relations Committee did not feel there was a need to establish a maximum fleet size or any deployment requirements believing that the commercial operator would know best how to operate a successful program. The Committee agreed that parks and school grounds should be geo-fenced off from use, with the exception of the connection from the Oak Leaf Trail through River Park. The Committee questioned the minimum age to ride a commercial e-scooter and staff has subsequently confirmed 18 to be the minimum age for riders on both Lime and Spin scooters. The Committee also questioned how many scooters were deployed in West Allis and Wauwatosa. West Allis noted that between 100-150 scooters are being deployed, and Wauwatosa noted that Lime has the ability to deploy up to 250 scooters but only planned to deploy 125 at the beginning of their operations in 2025 with an expectation to expand based on demand. In 2024 they capped the amount at 175.

The program was drafted to match the program fees of operators in Milwaukee, which require an annual payment of \$100 per e-scooter deployed within Shorewood and \$0.25 per ride that originates in the village to be paid quarterly. If the ordinance and pilot program are adopted, staff would reach out to the operators approved in Milwaukee to solicit interest and agreement to the proposed terms.

Community and Business Outreach – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes No

If Yes, identify how and what community groups and businesses were notified.

Action Required / Recommended – *Please include the recommended motion or possible actions for this agenda item.*

9b: I move to approve/defer/deny Ordinance 3083 An ordinance to create regulations related to electric scooter operations and the allowance of short-term commercial rentals.

(If Ordinance 3083 is adopted, further consideration of the pilot program may be considered under the following motion. If the ordinance is not adopted, consideration of the pilot program should be deferred.)

9c: I move to approve Resolution 2026-02 A resolution establishing a pilot program to allow commercial electric scooter operations within Shorewood.

Attachments – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Ordinance 3083 An Ordinance to Create Regulations Related to Electric Scooter Operations and the Allowance of Short-Term Commercial Rentals
2. Resolution 2026-02 A resolution establishing a pilot program to allow commercial electric scooter operations within Shorewood

ORDINANCE NO. 3083

AN ORDINANCE TO CREATE REGULATIONS RELATED TO ELECTRIC SCOOTER OPERATIONS AND THE ALLOWANCE OF SHORT-TERM COMMERCIAL RENTALS

WHEREAS, use of e-scooters has been successful in neighboring communities in Milwaukee County in providing an alternative means of easily accessible travel; and

WHEREAS, the Village of Shorewood deems it in the interests of the health, welfare, and safety of the community to adopt regulations related to electric scooters and initiate an e-scooter program;

WHEREAS, on July 10, 2019, the State of Wisconsin adopted Wis. Stat. § 349.236 authorizing local municipalities to regulate the operation of electric personal assistive mobility devices, such as electric scooters, and personal delivery devices;

WHEREAS, after passage of the State Statute, the Village of Shorewood solicited public and committee input on the possible regulation of electric scooters and the allowance of commercial operations within Shorewood;

WHEREAS, on December 2, 2019, the Village Board voted 6-0 to wait for the City of Milwaukee's review of their pilot program prior to considering an ordinance or pilot program for electric scooters;

WHEREAS, the City of Milwaukee undertook three pilot programs before adopting a formal program in 2024;

WHEREAS, on January 22, 2025, the Village Board voted 5-2 to have its Community and Business Relations Standing Committee discuss allowing commercial electric scooters within Shorewood;

WHEREAS, utilizing regulations and programs enacted by the Cities of Milwaukee, Wauwatosa and West Allis as reference in developing local regulations and a pilot program, the Community and Business Relations Standing Committee recommended that the Village Board consider adopting regulations and establishing a pilot program to allow commercial electric scooter operations in Shorewood on March 3, 2025 by a vote of 3-0.

WHEREAS, the Village Board deferred action on April 7, 2025 and requested that the matter be brought back before them in April 2026.

NOW THEREFORE, at a regular meeting of the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin, held on the 6th day of April 2026, by a favorable vote of the members being present and therefore, said Board does ordain as follows:

SECTION 1

That Section 207-7 “Reserved” of Chapter “Bicycles, Motor Bicycles and Other Motor Vehicles” is hereby retitled “Electric Scooters” and amended to read as follows:

- A. Definitions. The following definitions shall apply to this Section.
- (1) “Electric scooter” means a device weighing less than one hundred pounds that has handlebars and an electric motor that is powered solely by the electric motor and human power and has a maximum speed of not more than 15 miles per hour on a paved level surface when powered solely by the electric motor.
 - (3) “Pedestrian path” means a paved walkway located within a public park or public school ground.
 - (4) “Public sidewalk” means a paved walkway located within the public right of way along the side of a roadway.
- B. Operating restrictions.
- (1) Notwithstanding Wis. Stat. 346.805 and pursuant to Wis. Stat. 349.237(2), no person may operate an electric scooter on a public sidewalk or pedestrian path, except within River Park.
- C. Parking requirements. Pursuant to Wis. Stat. 349.13(1d), the owner and operator of an electric scooter involved in a parking violation are jointly liable for the violation.
- (1) No person may park an electric scooter on a roadway, unless explicitly designated, nor within any bicycle lane or bicycle accommodation.
 - (2) A person may only park an electric scooter in an upright position in the parkway, on a sidewalk, within a bicycle rack or an area designated for parking electric scooters in a manner that leaves a clear pedestrian path of at least five feet.
 - (3) No person may park an electric scooter in a manner that obstructs:
 - (a) A crosswalk or access to a crosswalk;
 - (b) A driveway or private road;
 - (c) A carriage walk;
 - (d) A transit stop;
 - (e) A loading or accessible parking zone; or,
 - (f) A parklet, outdoor seating or street furniture.

- (4) If the Chief of Police or Director of Public Work, or their designees, finds any electric scooter parked for more than twenty-four hours, or otherwise in violation of this section, the Chief, Director, or their designees, may have the electric scooter immediately removed to a suitable place of impoundment. If the owner of the electric scooter is known, the Police Department shall notify the owner of the procedure for reclaiming the electric scooter within 24 hours after removal and inform the owner that the electric scooter may be disposed of pursuant to Wis. Stat. 66.0139 if it remains unclaimed for a period of 30 days. The owner of the electric scooter shall, within 30 days of removal, reclaim the electric scooter by paying a fee as outlined in the Village Fee Schedule for the cost of removal and storage. The Village assumes no responsibility for damage to electric scooters impounded under this section.

D. Short-term commercial rental restrictions.

- (1) No person may engage in the business of short-term commercial rental of electric scooters to the general public without a short-term commercial rental agreement approved by the Village.
- (2) No person who engages in the business of short-term commercial rental of electric scooters to the general public in another municipality may allow a rented scooter to be operated in the village of Shorewood without a short-term commercial rental agreement approved by the Village.

SECTION 2

That all Ordinances or parts of Ordinances conflicting with the provisions of this Ordinance are hereby to such extent repealed.

SECTION 3

That this Ordinance shall take effect and be in force starting after its passage and posting.

PASSED AND ADOPTED by the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin, this 6th day of April 2026.

Ann McCollough McKaig, Village President

Countersigned:

Toya Harrell, Village Clerk

RESOLUTION 2026-02

ESTABLISHING A PILOT PROGRAM TO ALLOW COMMERCIAL ELECTRIC SCOOTER OPERATIONS WITHIN SHOREWOOD

WHEREAS, the use of e-scooters provides an alternative means of transportation through and around the Village of Shorewood; and

WHEREAS, the use of e-scooters has been seen as successful in neighboring communities in Milwaukee County; and

WHEREAS, the Village of Shorewood deems it in the interests of the health, welfare, and safety of the community to initiate an e-scooter program;

WHEREAS, on July 10, 2019, the State of Wisconsin adopted Wis. Stat. § 349.236 authorizing local municipalities to regulate the operation of electric personal assistive mobility devices, such as electric scooters, and personal delivery devices;

WHEREAS, after the passage of the State Statute, the Village of Shorewood solicited public and committee input on the possible regulation of electric scooters and the allowance of commercial operations within Shorewood;

WHEREAS, on December 2, 2019, the Village Board voted 6-0 to wait for the City of Milwaukee's review of their pilot program prior to considering an ordinance or pilot program for electric scooters;

WHEREAS, the City of Milwaukee undertook three pilot programs before adopting a formal program in 2024;

WHEREAS, on January 22, 2025, the Village Board voted 5-2 to have its Community and Business Relations Standing Committee discuss allowing commercial electric scooters within Shorewood;

WHEREAS, utilizing regulations and programs enacted by the Cities of Milwaukee, Wauwatosa and West Allis as reference in developing local regulations and a pilot program, the Community and Business Relations Standing Committee recommended that the Village Board consider adopting regulations and establishing a pilot program to allow commercial electric scooter operations in Shorewood on March 3, 2025 by a vote of 3-0.

WHEREAS, the Village Board deferred action on April 7, 2025 and requested that the matter be brought back before them in April 2026.

WHEREAS, on April 6, 2026, the Village Board adopted Ordinance 3083 An Ordinance to Create Regulations Related to Electric Scooter Operations and the Allowance of Short-Term Rentals.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Shorewood that a pilot program to allow commercial electric scooter operations within Shorewood be established under the following terms and agreement:

Village of Shorewood Commercial E-Scooter Rental Pilot Program Short-Term Rental Agreement

The Village of Shorewood has initiated a Commercial E-Scooter Rental Pilot Program (Program) to allow the use of commercial e-scooters in Shorewood.

Commercial e-scooters, as defined herein, means a system of self-service dockless e-scooters made available for shared use to individuals on a short-term basis, which may be rented via a smart-phone app, vendor website, vendor customer service number, or a pre-paid PIN and which do not require structures at permanent, fixed locations where rides must begin and end.

Commercial e-scooters may provide many benefits to residents and visitors of Shorewood. They have the potential to help the Village improve outcomes related to equity, congestion mitigation, health, and access to opportunity, as well as provide a source of revenue. Commercial e-scooters have the potential to reduce reliance on motor vehicles and ride sharing services for short trips, decreasing congestion and air quality impacts. Commercial e-scooters may provide links to public transit, assisting with connectivity and solving the first-mile/last-mile problem. The Village also realizes the potential for disruption to pedestrian ways and other public rights of way if the Program is not managed well.

1. Terms

1.1 Agreement

These Terms and Conditions are made in conjunction with each Participant's Application. By submitting an Application to the Village, Applicant acknowledges and agrees to abide by all Terms and Conditions herein and those imposed by Village Ordinance and/or state statute. The Application and these Terms and Conditions together record the parties' agreement in relation to the use of the Public Right of Way in Shorewood. Applicant further acknowledges that the Village has the right to restrict or prohibit short-term commercial rental of electric scooters to the general public per Wisconsin statute, and the allowance of such rentals in Shorewood constitutes, along with the other accommodations made by the Village as described herein, good and valuable consideration for this Agreement.

1.2 Priority

If there is any inconsistency between these Terms and Conditions and/or any other agreements, the Terms and Conditions shall prevail.

1.3 Program Subject to Change

The terms and conditions of the Commercial E-Scooter Rental Program (Program) are subject to change, without limitation, by the Village Board. These changes may include, but are not limited to: changes in the minimum or maximum number of commercial e-scooters allowed in the village, changes to the number of participants allowed in the Program, or changes to the parking requirements.

Participants will be notified by electronic mail of any changes to the Program. Participants unwilling or unable to comply with proposed changes may voluntarily suspend or terminate participation in the Program. Upon direction of the Village Board, the Planning & Development Director must submit written notice (written notice shall include electronic mail correspondence) to all Participants 30 days prior to any change coming into effect.

Participants terminating participation in this Program must cease offering their equipment for rent and remove their equipment from the village of Shorewood within seven (7) days.

1.4 Application

Completed applications shall be submitted via email to Bart Griepentrog, Planning & Development Director, bgriepentrog@shorewoodwi.gov.

2. Definitions

“Customer” means a person who has downloaded the operator’s app to their smart phone or other device.

“Deploy” means to make available to users in a public place.

“Equipment” means dockless e-scooters.

“E-scooter” means a device weighing less than 100 pounds that has handlebars and an electric motor, is powered solely by the electric motor and human power, and has a maximum speed of not more than 15 miles per hour on a paved level surface when powered solely by the electric motor.

“Fleet” means equipment owned or leased by the operator which is intended for use as part of a dockless e-scooter system.

“Objection” means any information that could form the basis of denial, non-renewal, suspension or revocation of participation in the Program. An objection may result from information provided by any resident or from written reports filed by the Chief of Police.

“Operator” means any person engaged in the activities of owning or operating a dockless e-scooter system.

“Participant” means any individual or partner, and any officer, director or agent of any corporate applicant which has been approved by the Village of Shorewood for entry into the Program.

“Person” means any individual, firm, corporation, limited liability company, partnership or association acting in a fiduciary capacity.

“Service area” means the entire village.

“Unsafe” means any dockless equipment that could cause harm or injury to a user or anyone else within the public right-of-way despite being operated in a reasonable manner.

“User” means an individual who pays a fee to unlock dockless equipment for the purpose of transportation or recreation.

“Unused equipment” means any commercial e-scooter parked in one location for more than 7 consecutive days without being used.

3. Program Duration

3.1 Initial Term

- A. Participation in the Program shall commence upon review and approval of a participant’s application by the Village Board.
- B. The Village of Shorewood will not process any application for participation in the Program made on behalf of an individual or corporation that owes outstanding fines or forfeitures to the Village of Shorewood.
- C. Initial term shall be approved by the Village Board and shall be run no longer than through December 31, 2026.

3.2 Extension

- A. The Village of Shorewood reserves the right to extend the participant’s term at the discretion of the Village Board.
- B. Upon notice of an extension of the Program, participation will automatically renew for an additional year upon notice served to the applicant.
- C. If a participant chooses not to extend their participation in the Program, the participant shall notify the Planning & Development Director of termination at least two (2) weeks prior to the expiration of the then-current term.

3.3 Termination

- A. The Program may be terminated at any point by the Village Board. Upon termination of the Program, participants shall be provided written notice of said termination by the Planning & Development Director via e-mail.
- B. Participants shall cease to offer equipment for rent in the village of Shorewood immediately upon receiving notice of termination. Participants shall have 72 hours from the time of receipt of the termination notice to physically remove equipment from the village.

- C. If participants fail to retrieve equipment within 72 hours of receipt, the Department of Public Works will remove said equipment.

3.4 Modification and Suspension

Participation in this Program may be modified or suspended, at any point, and for any reason, without limitation, by the Village Board. Should participation be modified or suspended, participants shall be notified in writing via email from the Planning & Development Director of the nature and the reasons for the change.

4. Program Participation

4.1 Local Operations

Participants shall have a locally based operations manager who is able to respond to Village representatives and residents.

4.2 Number of Participants

To promote the health and safety of the community, and to keep the streets safe, the Village Board reserves the right to cap the number of participants and/or scooters at any time. Notice of any such cap or change will be provided to all Participants at least fourteen (14) days prior to coming into effect.

5. Insurance Requirements

5.1 General Requirements

- A. A certificate of insurance acceptable to the Village Attorney evidencing proof of insurance shall be provided. The certificate shall state that the issued insurance policies meet the requirements as outlined below. All certificates are to be provided before a participant places any dockless equipment in the village. If such certificate is not received, the Village of Shorewood has the authority to remove the participant from the Program. If such certificate expires prior to the end date of this Program, a current certificate shall be provided and must demonstrate that no lapse in coverage has occurred.
- B. Insurance companies must be acceptable to the Village Attorney and should have a current A.M. Best rating of A-VIII or better.
- C. All policies shall be written on an occurrence form.
- D. Applicants must provide the Village with either a copy of their Commercial General Liability and Auto Liability insurance policies, including all endorsements, or policy language and endorsements showing the Commercial General Liability and Auto Liability insurance policies meet the requirements of the Terms and Conditions.

E. Applicants must provide the Village with a copy of their user agreements.

5.2 Minimum Insurance Requirements

A. Workers' Compensation and Employer's Liability

Workers' Compensation – Statutory Limits

B. Commercial General Liability

Commercial General Liability	\$2,000,000 each occurrence
General Aggregate	\$4,000,000 aggregate

1. Coverage must be equivalent to ISO form CG0001 or better.
2. The Village of Shorewood shall be added as an additional insured.
3. Coverage shall apply to the risks associated with or arising out of the services provided under this Program.

C. Auto Liability

Combined Single Limit	\$2,000,000 each accident
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1. If the Applicant owns or has any long term leased vehicles, coverage must be for Any Auto (Symbol 1) or Any Owned Auto (Symbol 2). If there are no owned or long term leased vehicles, then coverage must be for Hired and Non-Owned Auto Liability (Symbols 8 and 9).
2. Coverage shall apply to the risks associated with or arising out of the services provided under this Program/Application.

6. Indemnification

The Firm agrees to indemnify, hold harmless, and defend the Village, its officers, agents and employees from any and all liability including claims, demands, damages, actions or causes of action, together with any and all losses, costs, or expense, including attorney fees, where such liability is founded upon or grows out of the acts, errors, or omissions of the Firm, its employees, agents or subcontractors, and/or any suit in anyway stemming from the operation of the Firm's e-scooters in the Village, or any act of Firm's employees or agents. Nothing in this clause is intended to waive any immunity defenses of the Village or Firm, including but not limited to those available under Wis. Stat. Sec. 893.80 or associated case law, including any damages limitations contained therein.

7. Public Records

Applicant understands that the Village is bound by the Wisconsin Public Records Law, and as such, all of the terms of this Program are subject to and conditioned on the provisions of Wis. Stat. sec. 19.21 et. sec. Applicant acknowledges that it is obligated to assist the Village in retaining and producing records that are subject to the Wisconsin Public Records Law and that the Applicant must defend and hold the Village harmless from liability due to its fault under that law. Except as otherwise authorized, those records shall be maintained for a period of seven years. This provision shall survive termination of this application, Applicant's right to participate in the Program, and the Program itself.

8. Privacy

Participants shall provide a copy of their user agreements and privacy policies with their application. Participants must provide notice to the Village regarding any changes to their terms of service, user agreements, or privacy policies throughout the duration of the Program. Relevant portions of participants' user agreement or terms of service must be consistent with the provisions of this Application, the Shorewood Code of Ordinances, Wisconsin State Law, and applicable federal law. Changes to a participant's user agreement or terms of service inconsistent with the provisions of this Application, the Shorewood Code of Ordinances, Wisconsin State Law, or applicable federal law may be grounds for termination from participation in this Program.

9. Operating Regulations

9.1 Minimum Equipment Requirements

A. Safety

1. Each commercial e-scooter shall meet the requirements described in Sections 347.489(1), 347.489(2), and 347.489(3) of the Wisconsin State Statutes.
2. The maximum motor-assist speed for commercial e-scooters shall be 15 MPH and further restricted in maximum speed in locations identified by the Village.
3. Each commercial e-scooter, the operator's website and smartphone application shall have visible language which notifies the user that:
 - a. Helmet use is encouraged while riding an e-scooter
 - b. Sidewalk riding is prohibited
 - c. Users are required to follow all rules of the road
 - d. E-scooters must be parked according to law

B. Technology

Each commercial e-scooter shall be equipped with an on-board GPS device capable of providing real-time location data.

C. Commercial E-scooter Identification

Each commercial e-scooter must be assigned and display a unique identifying number, operator's name, and a toll-free phone number for 24-hour customer support.

9.2 Allowable Fleet Size and Distribution

The Village Board shall establish the maximum number of commercial e-scooters and distribution per operator that may be deployed, which may be decreased during winter months.

All requests for changes in fleet size or distribution should be sent by email to the Planning & Development Director.

9.3 User Fees

User fees must be clearly and understandably communicated to the user prior to commercial e-scooter use.

9.4 Commercial E-scooter Parking and Deployment

A. General

1. The operator shall provide instructions for properly parking commercial e-scooters to customers and users in easily understandable formats through multiple media types.
2. Operators must use geo-fencing to prohibit parking in the following areas:
 - a. Bridges
 - b. Other areas as directed by the Village Board or Planning & Development Director.
3. Operators must ensure that deployed scooters do not impede Village of Shorewood or resident snow removal and ice control operations.

B. Improper Parking

1. Upon notification of any commercial e-scooter that is improperly parked, the operator shall relocate the commercial e-scooter in accordance with the following requirements:

- a. Within 2 hours of notice between 7 a.m. and 7 p.m.
- b. By 9 a.m. for notices received between 7 p.m. and 7 a.m.

C. Unused Commercial E-Scooters

1. Unused commercial e-scooters shall be relocated by the operator. The Village may relocate unused commercial scooters that are not remedied in accordance with § 207-7C(4) of the Village's municipal code.

9.5 Submerged Scooters

Participants acknowledge that submerged e-scooters may discharge a hazardous substance so the operator must remove e-scooters from waterways within 24 hours of receiving notice. If the operator fails to comply with the removal requirements, the Village may cause removal and require reimbursement for actual expenses incurred.

9.6 Equipment Maintenance

- A. Any commercial e-scooter deemed unsafe or inoperable shall be placed out of service immediately upon notice to the participant and removed from the public right-of-way by the operator within 2 hours of notice. Notice to the participant includes notification from the general public Village representatives.
- B. The Village may impound commercial e-scooters that are deemed unsafe or inoperable and not remedied in accordance with this provision per § 207-7C(4) of the Village's municipal code.

9.7 Reporting and Data Sharing

- A. The following information shall be reported quarterly throughout the duration of the Program:
 1. Aggregate customer demographic data gathered by the system application that does not identify individual customers, individual payment methods, or their individual trip history
 2. List of reported parking complaints including: description, location of incident, description of company response, response time
 3. Incidents of commercial e-scooter theft and vandalism
 4. Vehicle maintenance reports
 5. Complaints
 6. Number of users participating in discount programs disaggregated by program type

(low income, students, etc.), if applicable

- 7. Accident/crash information
- 8. Aggregate payment method information
- 9. Trip origination and destination information

B. Participants shall be required to provide periodic reports as requested by the Planning & Development Director.

9.8 Community Outreach

- A. Participants shall implement any community outreach plans at their own cost.
- B. The operator shall provide a website, a call center, and a mobile application customer interface that is available 24 hours a day, 7 days a week.

10. Program Fees

10.1 Program Fees

- A. Participants shall pay a fee as determined by the Village Board of:
 - 1. \$100 annually per e-scooter located within the village, plus
 - 2. \$0.25 per ride that originates within the village each quarter.
- B. Payments shall be received within 10 business days after the end of each quarter in a form of payment determined by the Finance Director.
- C. If payment to the Village is not received, or payment arrangement is not made within ten (10) business days after notification via e-mail, participation in the program shall be automatically terminated by the Planning & Development Director. Upon termination, the operator must remove all equipment within 7 days.

11. Acknowledgement of Receipt

The undersigned declares that they have read and agree to the Terms and Conditions of this Short-Term Rental Agreement as described herein, and that they agree to all rules and regulations set forth in the Shorewood Code of Ordinances.

Company: _____

Name (Printed): _____

Title: _____

Signature: _____

Date: _____

Adopted and recorded this 6th day of April, 2026.

Ann McCullough McKaig
Village President

ATTEST:

Toya Harrell
Village Clerk



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO VILLAGE BOARD

Agenda Item:

9d. Consider Ordinance 3086 an amendment to Chapter 299 Food, Lodging and Recreational Safety and Licensing to include reinspection and reinspection fees.

9e. Consider North Shore Health Department (NSHD) 2026-27 Fee Schedule.

Date: April 6, 2026

Presenter: Rebecca Ewald, Village Manager

Department: Village Manager's Office

Agenda Item Discussion – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

Attached are two items NSHD is requesting Village Board approval. The ordinance was not provided in recording format. This has been requested by NSHD to be provided on Monday prior to the meeting. In the packet is a document with the red-lined changes. If additional time is needed to format the document, the Village Board is requested to act on the amendment, and a finalized document will be provided for formal approval at the April 20 meeting.

Community and Business Outreach – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes No

Fiscal Note – *Please include comments on the fiscal impact of this action.*

See attached memos from NSHD.

Action Required / Recommended – *Please include the recommended motion or possible actions for this agenda item.*

Recommend motion:

9d – *I moved to approve Ordinance 3086 An amendment to Chapter 299 Food, Lodging and Recreational Safety and Licensing to include reinspection and reinspection fees.*

9e – *I moved to approve the NSHD 2026-27 Fee Schedule.*

Attachments – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Memo from NSHD regarding ordinance amendment
2. Red-lined ordinance amendment requested for approval
3. Memo from NSHD regarding 2026-27 fees
4. Proposed 2026-27 NSHD fee schedule
5. Department Fee Comparison



NORTH SHORE
ENVIRONMENTAL HEALTH CONSORTIUM
A Licensing and Inspection Program of the North Shore Health Department

MEMORANDUM

Date: April 6th, 2026
To: Rebecca Ewald, Shorewood Village Manager
From: Brad Simerly, Senior Environmental Health Specialist
CC: Becky Rowland, Health Officer
Subject: Request for Ordinance Updates Related to Reinspection and Reinspection Fees

The North Shore Environmental Health Consortium (NSEHC) respectfully requests updates to Chapter 22, Article II of the Village Code of Ordinances to align local code with current operational needs and fee-supported program requirements.

1. Update Definitions in Chapter 299-4. – Reinspection and Reinspection Fee

The NSEHC requests revised definitions clarifying that a reinspection occurs whenever a follow-up inspection is required to verify correction of violations, including the first required reinspection. When a re-inspection occurs is outlined in policy. A re-inspection fee may be charged for the first and any subsequent re-inspections.

2. Update Chapter 299.11(e) – Inspection and Re-inspection

The NSEHC requests this section be updated so a re-inspection fee is charged beginning with the first reinspection to increase revenue by ~\$22,000 in reinspection fees and ~\$4,000 in staff time.

These updates will ensure consistency across ordinance sections and maintain the long-term financial viability of the fee-supported environmental health program.

Chapter 299

FOOD, LODGING AND RECREATIONAL SAFETY AND LICENSING

§ 299-1.	Authority and purpose.	§ 299-14.	Nonpayment of fees.
§ 299-2.	Applicability.	§ 299-15.	Changes to be reported.
§ 299-3.	Regulations, rules and laws adopted by reference.	§ 299-16.	Ceasing operations and reporting.
§ 299-4.	Definitions.	§ 299-17.	Suspension of permit or license.
§ 299-5.	Enforcement and right to enter premises.	§ 299-18.	Reinstatement of suspended license.
§ 299-6.	Obstruction of Health Department employees.	§ 299-19.	Revocation of license.
§ 299-7.	Licensing.	§ 299-20.	Reapplication of revoked license.
§ 299-8.	Sanitation regulations applicable regardless of license exemption.	§ 299-21.	Appeal.
§ 299-9.	Application.	§ 299-22.	Rights of recipients of orders or decisions.
§ 299-10.	Construction or alteration of	§ 299-23.	Conditions warranting remedy.
	food establishments.	§ 299-24.	Violation of this chapter.
§ 299-11.	Inspection and reinspection.	§ 299-25.	Compliance and enforcement.
§ 299-12.	Hold order, warning or hearing not required.	§ 299-26.	Fees.
§ 299-13.	Procedure for issuing new or renewal license.	§ 299-27.	Expiration dates.
		§ 299-28.	Renewal.
		§ 299-29.	Conflicts.

[HISTORY: Adopted by the Village Board of the Village of Shorewood 5-1-2017 by Ord. No. 2075.¹ Amendments noted where applicable.]

GENERAL REFERENCES

Health and sanitation — See Ch. 319.

Motels — See Ch. 370.

§ 299-1. Authority and purpose.

This chapter is adopted pursuant to authority provided by § 97.41, Wis. Stats., which authorizes local health departments to become the designated agent of the State Department of Agriculture Trade and Consumer Protection ("ATCP") for the purpose of issuing permits, making investigations or inspections and enforcing the applicable state administrative codes for the operations of retail food establishments, restaurants, hotels and motels, tourist rooming houses, bed-and-breakfast establishments, campgrounds, recreational and educational camps, tattoo and body piercing establishments, public swimming pools, and establishments possessing class A, class B, or class C alcohol beverage licenses (for sanitation and health

1. Editor's Note: This ordinance also repealed former Ch. 299, Food, Lodging and Recreational Safety and Licensing, adopted 1-9-2006 by Ord. No. 1906 (Ch. 10, Art. 11 of the 1986 Code), as amended.

§ 299-4	FOOD, LODGING AND RECREATIONAL SAFETY	§ 299-6
§ 299-1	SHOREWOOD CODE	§ 299-4

purposes and not alcohol licensing purposes), and in making investigations and inspections of food vending machines, their operators, vending machine commissaries, and the national school lunch and breakfast program and establishing permit and inspection fees related to the inspections and issuance of such permits. The local health department, acting through the environmental health consortium, will be required to enter into a contract with the ATCP regarding the powers and duties that it will be authorized to perform under the applicable statutes, this chapter and the contract.

§ 299-2. Applicability.

The provisions of this chapter shall apply to the owner, operator or agents thereof of any hotels, motels, tourist rooming houses, restaurants, food establishments, bed-and-breakfast establishments, campgrounds, recreational and educational camps, public swimming pools, tattoo and body piercing establishments, establishments possessing class A, class B, or class C alcohol beverage licenses, vending machine commissaries or vending machines and the national lunch and breakfast program in the Village.

§ 299-3. Regulations, rules and laws adopted by reference.

The applicable laws, rules, definitions and regulations as set forth in Chs. 97, 125, 251, 254, Wis. Stats.; Chs. ATCP 72, 73, 74, 75, 76, 78, 79, Wis. Adm. Code; and Ch. SPS 390, Wis. Adm. Code, and any future amendments thereof, are hereby incorporated herein and adopted by reference, and shall be made available for public inspection.

§ 299-4. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

DEPARTMENT OR LOCAL HEALTH DEPARTMENT — The North Shore Health Department.

DUPLICATE PERMIT FEE — A fee for the replacement of the original permit.

ENVIRONMENTAL HEALTH CONSORTIUM — The North Shore Health Department for the purposes set forth in § 299-1.

HEALTH OFFICER — The Director of the North Shore Health Department, which is the health department for the Village.

INSPECTION FEE — A fee charged for inspection services required or a fee charged for inspecting mobile retail food establishments or transient retail food establishments that have a valid license from another jurisdiction or the Department. **[Amended 10-7-2024 by Ord. No. 3067]**

LATE FEE — A fee for failure to pay established fees by June 30 or the due date, if different.

LICENSED ESTABLISHMENT — An establishment that has a current and valid license that is required under this chapter.

PERMIT OR LICENSE — The document issued by the Department that authorizes a person to operate an establishment. The terms "permit" and "license," as used throughout this chapter, shall be interchangeable.

PREINSPECTION FEE — A fee paid for an inspection made before issuance of an initial permit or when there is a change of operator.

REINSPECTION — A mandatory inspection to ensure that priority, priority foundation or recurring violations have been corrected.

REINSPECTION FEE — A fee for the first and subsequent reinspections needed to address compliance issues with the statutes and administrative codes.

§ 299-5. Enforcement and right to enter premises.

After the regulatory authority presents official credentials and provides notice of the purpose of, and an intent to conduct, an inspection, the person in charge shall allow the regulatory authority to determine if the establishment is in compliance with applicable codes by allowing access to the establishment, allowing inspection, and providing information and records, to which the regulatory authority is entitled according to law, during the establishments hours of operation and other reasonable times.

§ 299-6. Obstruction of Health Department employees.

- A. No person may assault, restrain, threaten, intimidate, impede, interfere with or otherwise obstruct the Department or authorized agent in the performance of his duties under this section, and the operator shall not give false information with the intent to mislead the Department or authorized agent.
- B. If the person in charge denies access to the regulatory authority, the regulatory authority shall:
 - (1) Inform the person in charge that:
 - (a) The permit holder is required to allow access to the regulatory authority as specified under § 299-5 of this chapter.
 - (b) Access is a condition of the acceptance and retention of an establishment's permit to operate as specified under § 299-7.
 - (c) If access is denied, an order issued by the appropriate authority allowing access, hereinafter referred to as an "inspection order," may be obtained according to law.
 - (2) Make a final request for access.
 - (3) If denied access to an establishment for an authorized purpose and after complying with Subsection B of this section, the regulatory authority may apply for the issuance of an inspection order to gain access as provided in law.
 - (4) The regulatory authority may order access for one or more of the following purposes, subject to law for gaining access:
 - (a) If admission to the premises of an establishment is denied or other circumstances exist that would justify an inspection order under law, to make an inspection, including taking photographs;

- (b) To examine and take samples of the food; and
 - (c) To examine the records on the premises relating to food purchased, received, or used by the establishment.
- (5) The regulatory authority's inspection order shall:
- (a) Stipulate that access be allowed on or to the described premises, food, or records under the order's provision;
 - (b) Provide a description that specifies the premises, food or records subject to the order; and
 - (c) Specify areas to be accessed and activities to be performed.

§ 299-7. Licensing. [Amended 10-7-2024 by Ord. No. 3067]

- A. No person may operate or provide the services, food or other products that requires a license under this article without first having obtained a current and valid license. This paragraph does not apply to food vendors which qualify for exemption under ATCP 75.063-75.065.
- B. Except for transient retail food establishments, no permit shall be granted to any person under this article without a pre-inspection by the Department or the premises for which the permit shall be granted.
 - (1) A pre-licensing inspection shall not be conducted or a pre-inspection fee charged for an immediate family transfer, when at least one individual who had an ownership in a newly formed business entity, a mobile retail food establishment license transfers from an agent issued license to a state issued license.
- C. No permit shall be issued until all application fees have been paid.
- D. A food vendor may be exempt from licensing if the vendor has obtained a valid processing plant license for non-potentially hazardous, prepackaged food which pertains specifically to the items that wish to be sold and is able to provide a copy of the license to the North Shore Health Department.

§ 299-8. Sanitation regulations applicable regardless of license exemption.

Statutory exemptions from the requirement to obtain a food license do not exclude any person handling food for public consumption from inspection and compliance with all sanitation requirements of this chapter, and he or she shall pay all necessary fees as it pertains to the fee schedule associated with such action.

§ 299-9. Application.

All applicants must apply on forms furnished by the Department. All applications for permits shall be made in writing to the Department where the business is located. All applications shall list the true, legal names of the owners or operators of the business, including partners and managing members of limited liability companies and the addresses. All corporations and limited liability companies applying for licensure shall be registered with the state, and the name of the registered agent shall be placed on the application. The agent's name and address shall be kept current. The applicant shall provide documents which reflect the aforementioned registration to the Department. The Department shall either approve the application or deny the permit within 30 days after receipt of a complete application.

§ 299-10. Construction or alteration of food establishments.

- A. No person shall erect, construct, enlarge or alter a food establishment without first submitting to the Department or its designee plans (drawings) which clearly show and describe the amount and character of the work proposed and without first receiving approval of submitted plans. Such plans shall include a floor plan, equipment plan and specifications, wall, floor and ceiling finishes, and plans and specifications for food service kitchen ventilation and plumbing, an intended menu, anticipated volume of food to be stored, prepared, and sold or served, HACCP (hazard analysis critical control points) plans, variance requests and standard procedures that ensure compliance with the Wisconsin Food Code. Submitted plans shall give all information necessary to show compliance with applicable health codes. Submitted plans shall be retained by the Department or its designee and shall treat as confidential, in accordance with law, information that meets the criteria specified in law for a trade secret and is contained on inspection report forms and in plans and specifications submitted.
- B. At the option of the Department or its designee, plans need not be submitted to execute minor alterations to a food establishment. Approved plans shall not be changed or modified unless approval of such changes or modifications shall have first been obtained from the Department or its designee.

§ 299-11. Inspection and reinspection.

- A. Except as specified in Subsection B of this section, a permit holder shall at the time of the inspection correct a violation of a priority item or priority foundation item of the Food Code, or any item of critical nature within the applicable code associated with the license held by that establishment, or if deemed critical by the regulatory authority, and implement corrective actions.
- B. Considering the nature of the potential hazard involved and the complexity of the corrective action needed, the regulatory authority may agree to or specify a longer time frame as specified in policy for critical, priority, priority foundation, and core items.
- C. At the conclusion of the inspection the regulatory authority shall provide a copy of the completed inspection report and the notice to correct violations to the permit holder or to the person in charge, and request a signed acknowledgement of receipt. If the permit holder or the person in charge refuses to sign acknowledgment the regulatory authority shall:
 - (1) Inform the person who declines to sign an acknowledgement of receipt of inspectional findings that a signature does not represent agreement with findings;
 - (2) Refusal to sign an acknowledgment of receipt will not affect the permit holder's obligation to correct the violations noted in the inspection report within the time frames specified; and
 - (3) Make a final request that the permit holder or the person in charge sign an acknowledgment receipt of inspectional findings.
- D. As a condition of license renewal, all establishments licensed under this chapter shall consent to an annual inspection and reinspection. License renewal may be withheld pending inspection, reinspection and compliance with these regulations.
- E. Whenever an order or directive is issued on a health code violation which requires a reinspection to determine compliance, a fee shall be charged an reinspection shall be made in a timely manner as determined by local policy and documented by the Department following the time period given in the order or directive. If, upon the first reinspection, the order or directive is found not to have been

complied with and additional reinspections are required, a fee shall be assessed to the responsible party for each additional reinspection to compensate for the costs of such reinspections. Payment is due on written demand from the Department.

§ 299-12. Hold order, warning or hearing not required.

The regulatory authority may issue a hold order according to policy to a permit holder or to a person who owns or controls the food, as specified previously in this chapter, without prior warning, notice of a hearing, or a hearing on the hold order.

- A. According to time limits imposed by § 97.12, Wis. Stats., the regulatory authority may place a hold order on a food that:
- (1) Originated from an unapproved source;
 - (2) May be unsafe, adulterated, or not honestly presented;
 - (3) Is not labeled according to law, or, if raw molluscan shellfish, is not tagged or labeled according to law; or
 - (4) Is otherwise not in compliance with this chapter.
- B. If the regulatory authority has reasonable cause to believe that the hold order will be violated, or finds that the order is violated, the regulatory authority may remove the food that is subject to the order to a place of safekeeping.

§ 299-13. Procedure for issuing new or renewal license.

- A. The Department shall issue a license to each applicant for a new or renewal license that meets all the requirements of this chapter and has paid to the Department all applicable fees.
- B. If an applicant for a permit to operate is denied, the regulatory authority shall provide the applicant with a notice that includes:
- (1) The specific reasons and Code citations for the permit denial;
 - (2) The actions, if any, that the applicant must take to qualify for a permit; and
 - (3) Advisement of the applicant's right of appeal and the process and time frames for appeal that are provided in law.

§ 299-14. Nonpayment of fees.

- A. A license will not be issued until all applicable fees, late fees and processing charges are paid.
- B. No license shall be issued to any person that owes the Village for overdue forfeitures, unpaid real or personal property taxes, assessments or special charges, late fees, or license fees relating to a current or previous licensed establishment until all such outstanding amounts are paid.
- C. No license shall be issued for any premises or property for which there are outstanding real or personal property taxes, assessments or special charges, late fees, or license fees relating to a current or previous licensed establishment until all such outstanding amounts are paid.

§ 299-15. Changes to be reported.

- A. A licensee shall notify the Department whenever there is a change in any information that is reported in the application form. The licensee shall make this notification in writing within five days after the change occurs.
- B. The owner of any premises for which a license has been granted shall promptly notify the Department in writing of his or her intention to cease operations.

§ 299-16. Ceasing operations and reporting.

Whenever the Department or permit holder finds a condition in a licensed establishment which is determined to be a direct and immediate hazard to public health such as fire, flood, extended interruption of electrical or water service, sewage backup, misuse of poisonous or toxic materials, onset of an apparent foodborne illness outbreak, gross insanitary occurrence or condition, or other circumstances that may endanger public health, the permit may be suspended without notice or warning, or the permit holder shall immediately discontinue operations and notify the regulatory authority.

- A. If operations are discontinued, the permit holder shall obtain approval from the regulatory authority before resuming operations.
- B. A permit holder need not discontinue operations in an area of an establishment that is unaffected by the imminent health hazard as deemed so by the regulatory authority.

§ 299-17. Suspension of permit or license.

Whenever the Department has reasonable grounds to believe there are violations that constitute a health hazard that is serious but not an immediate threat to the public health, or for recurring or repeated violations, a permit may be suspended if the Department serves a written notice of the violations and corrective actions required to the licensee, the agent or employee in charge of the licensed premises, shall specify a reasonable time limit for any corrective action required, indicate a reinspection shall be made to certify that reasons for the suspension have been eliminated and that the permit holder may request an appeal hearing by submitting a timely request as specified in § 299-21.

- A. Upon notification of suspension, the permit must be surrendered to the Department until the time of reissuance.
- B. The Department may suspend any permit or license issued under this chapter upon failure to pay any fees due under this chapter. The Department will notify the permit holder in writing that the permit has been suspended and the reason why. The suspension will continue until payment of all past due fees.

§ 299-18. Reinstatement of suspended license.

The license holder whose license has been suspended may at any time request reinstatement of the license. Accompanied by a signed statement by the applicant that the violations have been corrected, within seven days after the request for reinspection, the Department or its designee shall make a reinspection and thereafter as many additional reinspections deemed necessary to assure that the applicant has complied with the requirements. If the findings indicate compliance, the Department may reinstate the license.

§ 299-19. Revocation of license.

For serious or repeated violations of any of the requirements of this chapter, or for interference with the health officer or his designee in the performance of their duties, the health officer or his designee may

permanently revoke the license issued under this chapter. Prior to such actions, the health officer shall notify the license holder in writing, stating the reasons for which the license is revoked. When a license is revoked, the owner or operator shall turn over the license to the health officer or his designee and cease operations immediately.

§ 299-20. Reapplication of revoked license.

A person whose license has been revoked may, at any time, make reapplication for a revoked license. Within seven days after the receipt of satisfactory application, accompanied by a signed statement by the applicant that the violations have been corrected, the Department or its designee shall make a preinspection and thereafter as many additional reinspections as deemed necessary to assure that the applicant has complied with the requirements. If the findings indicate compliance, the Department may reinstate the license.

§ 299-21. Appeal.

Any person refused or denied a license or who has had a license revoked or suspended, or wishes to dispute any order issued by the regulatory authority may appeal through the appeal procedure provided under the provisions of §§ 68.07 through 68.16, Wis. Stats.

§ 299-22. Rights of recipients of orders or decisions.

A recipient of an order or decision may file a petition for judicial review in a court of competent jurisdiction after available administrative appeal remedies are exhausted.

§ 299-23. Conditions warranting remedy.

The regulatory authority may seek administrative or judicial remedy to achieve compliance with the provisions of this chapter if an establishment:

- A. Fails to have a valid permit to operate;
- B. Violates any term or condition of a permit as specified within this chapter;
- C. Allows serious or repeated code violations to remain uncorrected beyond time frames for correction approved, directed, or ordered by the regulatory authority;
- D. Fails to comply with a regulatory authority order issued concerning an employee or conditional employee suspected of having a disease transmissible through food by infected persons;
- E. Fails to comply with a hold order;
- F. Fails to comply with an order issued as of a hearing for an administrative remedy;
- G. Fails to comply with a summary of suspension order issued by the regulatory authority.

§ 299-24. Violation of this chapter.

- A. No person shall violate any provisions of this chapter.
- B. The Department or its designee shall enforce any provision of this chapter, and the enforcement provisions of the statutes or state administrative code sections adopted by this chapter and Ch. 93, Wis. Stats., Department of Agriculture, Trade and Consumer Protection, which are hereby

incorporated herein as though fully set forth pertaining to the authority for compliance and enforcement of these provisions: Ch. ATCP 75, Wis. Adm. Code.

§ 299-25. Compliance and enforcement.

- A. If, upon inspection, the Department or its designee finds that any licensed or unlicensed establishment is conducted or managed in violation of the ordinances or regulations of the Village, laws of the state, or regulation of any agency of the state prescribing standards of health or sanitation, the Department or its designee shall serve a written order upon the licensee, his agent or employee in charge of the licensed premises or the person responsible for the violation, notifying him of such violations.
- B. In extreme cases where a violation poses an immediate health hazard as determined by the Department or its designee or in the case of repeating occurrences of the same violation by the same person, the actions specified in Subsection C of this section may be initiated immediately.
- C. If a person does not comply with a written order from the Department or its designee, the person may be subject to one or more of the following actions, and/or penalties:
 - (1) Issuance of a citation. The Departments' health officer or any other person duly authorized by the health officer is authorized pursuant to § 800.02, Wis. Stats., to issue municipal citations for any violations of the provisions of this chapter.
 - (2) A reinspection fee.
 - (3) Suspension of license.
 - (4) Revocation of license.
 - (5) Commencement of legal action against the person seeking a court-imposed forfeiture.
 - (6) Commencement of legal action against the person seeking an injunction to stop, abate the violation and/or correct the damage created by the violation.
 - (7) Any other action authorized by this chapter or by other applicable laws as deemed necessary by the Department or its designee.
 - (8) The initiation of one action or penalty under this section does not exempt the apparent violator from any additional actions and/or penalties listed in this section.

§ 299-26. Fees.

- A. Established; location. The fees for licenses, inspections, services and activities performed by the Department in carrying out its responsibilities under this chapter shall be reviewed and approved by the Village Board and shall be on file and open to the public in the Department's office and the office of the Village Clerk.
- B. Fees to accompany application. Licenses fees imposed under this chapter shall accompany the license application. The Department shall issue the applicant a receipt for the license fee.
- C. Refunds. No fee paid may be refunded, unless a refund is requested prior to receiving a completed application or for work not yet completed.
- D. Fees kept separate. All fees shall be accounted for separately and applied to the expenses under this chapter.

§ 299-27. Expiration dates. [Amended 10-7-2024 by Ord. No. 3067]

- A. All licenses issued under provisions of this chapter shall expire, unless otherwise ordered by the Department or authorized agent, as follows:
- (1) Food/drink: June 30.
 - (2) Hotel/motel: June 30.
 - (3) Public swimming pool: June 30.
 - (4) Tourist Rooming House: June 30.
 - (5) Bed-and-breakfast: June 30.
 - (6) Recreational and educational camps: June 30.
 - (7) Campgrounds: June 30.
 - (8) Tattoo or body piercing establishment: June 30.
 - (9) Vending machines: June 30.
- B. The licenses shall expire at 12:00 a.m. of the last effective day of the license, unless otherwise provided by this chapter or applicable provisions of state law.

§ 299-28. Renewal.

The Department, prior to the expiration date, shall furnish renewal notices. It is the responsibility of the owner or operator to complete the application form and pay the appropriate fee before the expiration date of such license.

§ 299-29. Conflicts.

Whenever conflicts between this chapter and other Village ordinance or state and federal regulations occur, the more stringent rule shall apply.



MEMORANDUM

Date: April 6, 2026
 To: Rebecca Ewald, Shorewood Village Manager
 From: Brad Simerly, Senior Environmental Health Specialist
 CC: Becky Rowland, Health Officer
 Subject: Proposed 2026 North Shore Environmental Health Consortium Fee Adjustments

Overview

The North Shore Environmental Health Consortium (NSEHC), administered by the North Shore Health Department, is responsible for licensing and inspecting food establishments, temporary events, farmers’ markets, public pools, and hotels, as well as investigating related public health complaints.

The NSEHC program is fee-supported and has not implemented a fee increase in the past three years. Projections indicate an estimated programmatic shortfall of ~\$30,000 in 2026. The proposed fee adjustments, which are aligned with our current Agent Contract with DATCP, will address this shortfall, while ensuring the continued delivery of essential public health services.

Proposed Fee Changes

1. Across-the-Board 15% Increase

Aside from the adjustments in the box below, a 15% increase is proposed for all program fees to maintain operations, meet regulatory obligations, and address rising administrative and personnel costs, including DATCP reimbursement requirements.

2. Targeted Market-Aligned Adjustments

In addition to the standard increase, certain license categories require further adjustment to better align with fees in neighboring health departments. See attached table.

Detailed Adjustments

Category	License Type	2025 Fee	2026 Fee
Retail Food (No Meals)	Prepackaged	\$90.00	\$144.00
Retail Food (No Meals)	Simple Non-TCS	\$90.00	\$244.00
Retail Food (No Meals)	Complex	\$1,339.00	No Change
Hotels	All Types	-	No Change
Tourist Rooming Houses	-	\$110.00	\$340.00
Public Pools	Simple	\$274.00	\$329.00
Public Pools	Moderate w/ Features	-	No Change
Public Pools	Complex w/ Features	-	No Change

Note: All other fees associated with the license categories receiving additional adjustments have been increased proportionally, consistent with the standard 15% increase applied across the remaining program fees.

Rationale for the Adjustments

- Fiscal Stability: Prevents the projected deficit and aligns revenue with program costs
- Regional Consistency: Aligns fees with those of surrounding jurisdictions
- Regulatory Compliance: Supports required DATCP agent program functions
- Operational Sustainability: Ensures continued inspection, enforcement, and complaint response services

Next Steps

Upon approval, the updated fee schedule will be implemented for the next licensing cycle. The attached schedule provides full details on all adjusted fees.

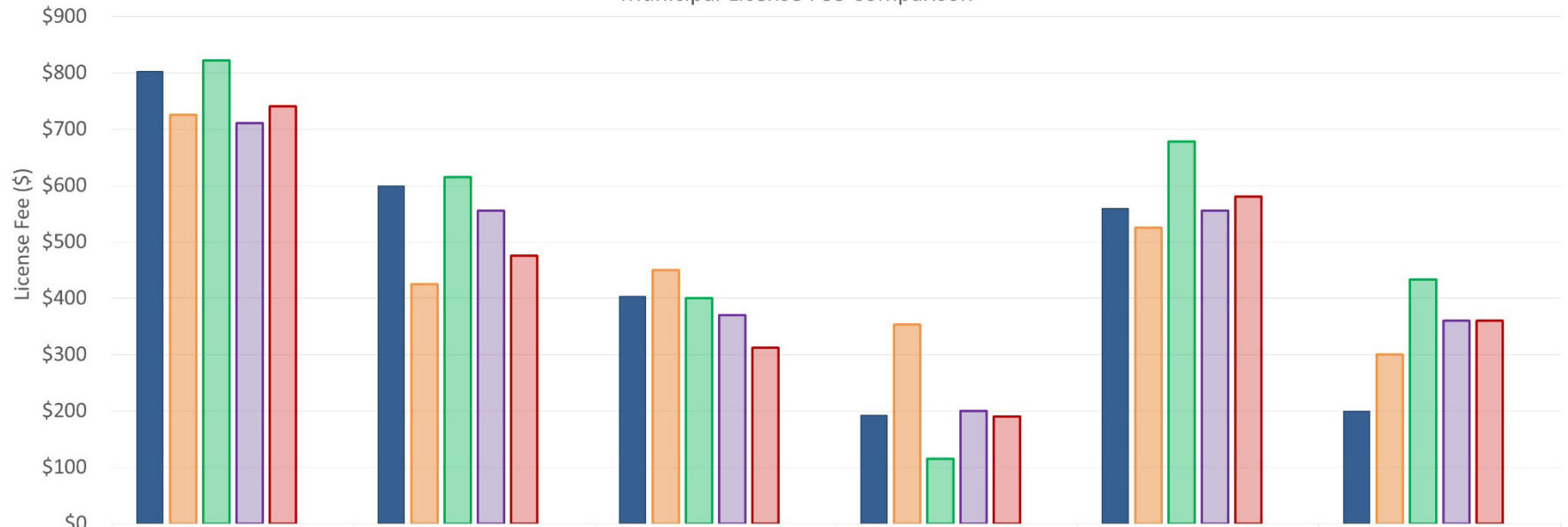
For questions prior to the meeting, please contact the North Shore Health Department at (414) 371-2980.



North Shore Environmental Health Consortium Proposed Fee Schedule 2026-27						
	Annual	Preinspection	Reinspection	Plan review	Consultation	Late fee
Serving Meals						
Simple (Includes Mobile)	\$397.00	\$208.00	\$192.00	\$199.00	\$159.00	\$79.00
Moderate	\$559.00	\$281.00	\$192.00	\$291.00	\$159.00	\$112.00
Complex	\$802.00	\$401.00	\$192.00	\$416.00	\$159.00	\$160.00
Prepackaged	\$199.00	\$100.00	\$192.00	\$102.00	\$159.00	\$40.00
Micro Market (Single)	\$46.00					\$9.00
Micro Market (Multiple)	\$69.00					\$14.00
Additional Prep Area	\$209.00	\$104.00	\$192.00	\$104.00	\$159.00	\$42.00
Mobile Service base-Prepackaged	\$199.00	\$100.00	\$192.00	\$103.00	\$159.00	\$42.00
Mobile Service Base-Simple	\$397.00	\$208.00	\$192.00	\$199.00	\$159.00	\$79.00
Mobile Service Base-Moderate	\$559.00	\$281.00	\$192.00	\$291.00	\$159.00	\$112.00
Mobile Service Base-Complex	\$802.00	\$401.00	\$192.00	\$416.00	\$159.00	\$160.00
Transient Retail TCS	\$175.00					
Transient Retail Non-TCS	\$100.00					
School Kitchen						
Satellite	\$196.00	\$98.00	\$192.00	\$98.00	\$159.00	\$39.00
Full Service	\$500.00	\$250.00	\$192.00	\$250.00	\$159.00	\$100.00
Not Serving Meals						
Prepackaged	\$144.00	\$72.00	\$192.00	\$72.00	\$159.00	\$29.00
Simple Non-TCS	\$203.00	\$102.00	\$192.00	\$102.00	\$159.00	\$41.00
Simple TCS	\$429.00	\$215.00	\$192.00	\$215.00	\$159.00	\$86.00
Moderate	\$599.00	\$300.00	\$192.00	\$300.00	\$159.00	\$120.00
Complex	\$1,339.00	\$671.00	\$192.00	\$671.00	\$159.00	\$268.00
Transient Retail TCS	\$175.00					
Transient Retail Non-TCS	\$100.00					
Hotels						
5-30 rooms	\$472.00	\$235.00	\$192.00	\$236.00	\$159.00	\$94.00
31-99 rooms	\$552.00	\$276.00	\$192.00	\$276.00	\$159.00	\$110.00
100-199 rooms	\$634.00	\$318.00	\$192.00	\$318.00	\$159.00	\$127.00
200 or more rooms	\$934.00	\$467.00	\$192.00	\$467.00	\$159.00	\$187.00
Tourist Rooming House	\$340.00	\$170.00	\$192.00			\$68.00
Bed and Breakfast						
	\$281.00	\$141.00	\$192.00	\$141.00	\$159.00	\$56.00
Pools						
Simple	\$329.00	\$165.00	\$192.00	\$165.00	\$159.00	\$66.00
Simple with Features	\$443.00	\$222.00	\$192.00	\$222.00	\$159.00	\$89.00
Moderate	\$403.00	\$202.00	\$192.00	\$202.00	\$159.00	\$80.00
Moderate with Features	\$504.00	\$252.00	\$192.00	\$252.00	\$159.00	\$100.00
Complex	\$503.00	\$252.00	\$192.00	\$252.00	\$159.00	\$100.00
Complex with Features	\$590.00	\$295.00	\$192.00	\$295.00	\$159.00	\$118.00
Additional Fees						
Operating Without a License	\$960.00					
Inspection No Processing	\$46.00					
Inspection w/Processing	\$97.00					
No Certified Food Manager	\$224.00					



Municipal License Fee Comparison



	Complex Restaurant	Retail Sales-Moderate	Pool License-Moderate	First Re-Inspection Fee for Moderate	Moderate Restaurant License	Retail Sales-Simple
■ North Shore	\$802	\$599	\$403	\$192	\$559	\$200
■ South West Suburban	\$725	\$425	\$450	\$353	\$525	\$300
■ S. MKE, Cudahy, St. Francis	\$822	\$615	\$400	\$115	\$678	\$433
■ Oak Creek	\$711	\$555	\$370	\$200	\$555	\$360
■ Wauwatosa	\$740	\$475	\$312	\$190	\$580	\$360
Average	\$760	\$534	\$387	\$210	\$579	\$331

License Type



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO VILLAGE BOARD

Agenda Item: Consider Resolution 2026-03 Approval of Municipal Deposit Schedule Amendment.

Date: April 6, 2026

Presenter: Margo Kirchner, Municipal Judge

Department: Court

Agenda Item Discussion – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

The Municipal Ordinance Deposit Schedule which is the list of deposits (forfeitures) for violations of all of the Village ordinances is set by the Municipal Judge and must also be approved by the Village Board as required by Wisconsin statutes. The Deposit Schedule was updated and approved by the Village Board most recently in June of 2024.

This amendment to the deposit schedule is necessary to allow a defendant charged with a violation of the Dog in Park ordinance to post a deposit with the Court. That ordinance was inadvertently left out of the deposit schedule. Including that ordinance and the amounts set forth on the amendment form are jointly recommended by the Police Department, the Village Attorney and the Municipal Judge.

Upon approval by the Village Board, the Village Clerk should retain the original signed amendment of Deposit Schedule and copies should be forwarded to the Municipal Court Clerk, the Police Department and our office.

Please also note that on March 20, 2026 Governor Evers signed [2025 Wis. Act 113](#) into law. It increases the maximum municipal court fee from \$38 to \$48. Per Shorewood Code 31-3(D), "The Municipal Judge shall collect all forfeitures, fines and taxable costs, including the maximum court costs permitted by state law, in any action or proceeding before him or her and shall pay over such moneys to the Village Treasurer not later than the seventh business day succeeding receipt thereof." Judge Kirchner has approved this increase and Village Board approval is not required and all departments were advised to increase citations immediately.

Court Clerk Culbert will update and reprint the multi-page deposit schedule booklets for changes made by Act 113 and after consideration of the Village Board for violation of 400-9 Dogs in the Park.

Community and Business Outreach – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes No

Fiscal Note – *Please include comments on the fiscal impact of this action.*

None.

Action Required / Recommended – *Please include the recommended motion or possible actions for this agenda item.*

Recommend motion: I move to approve Resolution 2026-02 Approval of Municipal Deposit Schedule Amendment.

Attachments – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Resolution 2026-03

STATE OF WISCONSIN : MILWAUKEE COUNTY : VILLAGE OF SHOREWOOD


RESOLUTION NO. 2026 - ____

VILLAGE OF SHOREWOOD

**AMENDMENT of MUNICIPAL ORDINANCE
VIOLATION DEPOSIT SCHEDULE**

The attached Amendment to the Deposit Schedule is set and adopted by the Municipal Court of the Village of Shorewood pursuant to authority granted in sec. 800.037, Wis. Stats. The amounts set forth herein include the forfeiture; penalty, jail, crime lab and drug law assessments or surcharges; and court costs and do not exceed the maximum forfeiture, assessments or surcharges, or court costs applicable for the offense. The Deposit Schedule sets forth the deposit amount permitted and which shall be set forth on citations issued for violations of the ordinances listed in this Schedule. Changes to assessments or surcharges mandated by the state or other authorities in the future will not require additional approval. The Deposit Schedule shall be effective on the date this Schedule is approved by the Village Board of the Village of Shorewood.

Approved and adopted this 2nd day of April, 2026.


Honorable Margo S. Kirchner
Municipal Judge
Village of Shorewood

Approved and adopted by the Village Board of the Village of Shorewood this _____ day of _____, 2026.

Ann McKaig,
Village President

Countersigned:

Toya Harrell,
Village Clerk

AMENDMENT TO THE SHOREWOOD MUNICIPAL DEPOSIT SCHEDULE

(Adopted June 3, 2024)

Chapter 400 Parks and Recreation

400-9 Dogs prohibited in certain park areas.

	<u>Forfeiture</u>	<u>Total</u>
1st Offense	\$50.00	\$134.00
2nd Offense	\$100.00	\$197.00
3rd Offense	\$300.00	\$449.00

**STATE OF WISCONSIN
MILWAUKEE AND OZAUKEE COUNTIES
VILLAGE OF SHOREWOOD**

**A Proclamation Recognizing April 12-18, 2026 as
National Public Safety Telecommunications Week**

WHEREAS, emergencies can occur at any time that require police, fire, or emergency medical services; and

WHEREAS, when an emergency occurs, the prompt response of police officers, public works, firefighters, and paramedics is critical to the protection of life and preservation of property; and

WHEREAS, the safety of our officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who contact the Bayside Communications Center; and,

WHEREAS, public safety telecommunicators are the first and most critical contact our citizens have with emergency services; and,

WHEREAS, public safety telecommunicators are the single vital link for our police officers, firefighters, and emergency medical personnel by monitoring their activities by radio, providing them information and ensuring their safety; and,

WHEREAS, Bayside Communications Center telecommunicators have contributed substantially to the apprehension of criminals, the suppression of fires and treatment of patients; and,

WHEREAS, each telecommunicator has exhibited compassion, understanding and professionalism during the performance of his or her job in the past year;


NOW, THEREFORE, I, Ann McKaig, Village President, do hereby proclaim the week of April 12-18, 2026 as:

NATIONAL PUBLIC SAFETY TELECOMMUNICATIONS WEEK

throughout the Village of Shorewood in honor of the men and women whose diligence and professionalism keep our village and citizens safe and urge all citizens along with all agencies and organizations to duly note this occasion.



Ann McKaig, Village President



Toya Harrell, MMC, WCPC, Village Clerk

PROCLAMATION SHOREWOOD WOMAN'S CLUB

WHEREAS, Shorewood Woman's Club, an affiliate of the General Federation of Women's Clubs (GFWC), for the past 90 years has made positive and practical contributions through their many volunteer efforts.

WHEREAS, Shorewood Woman's Club members have contributed significantly to the civic, cultural, educational, and social betterment of our citizens by:

- Being instrumental in establishing the first Village Library, located on East Capitol Drive.
- Establishing the first Senior Center as a club project.
- Contributing to the Kinship Community Center, Operation Smile, Wisconsin's Own Library, SEED, Milwaukee Rescue Mission, Meta House and many other organizations in the wider community.
- Participating in the annual Library Summer Celebration, National Night Out and the Fourth of July parade.
- Providing annual scholarships to students at UWM, Shorewood High School, and MATC.

WHEREAS, the women who have served in the **Shorewood Woman's Club** have exemplified the highest standards of citizenship, concern for humankind, and spirit of renewal that has continued to build upon our nation's proud heritage and cultural legacy; and

WHEREAS, the **Shorewood Woman's Club** has been a member of the GFWC and will celebrate its 90th anniversary on April 16th, 2026.

NOW, THEREFORE, I, Ann McKaig, Village President of the Village of Shorewood, Milwaukee County, Wisconsin, do hereby proclaim **Thursday, April 16th, 2026** as **Shorewood Woman's Club Day** in the Village of Shorewood and commend the observance to our residents.

DATED at Shorewood, Wisconsin, this 6TH day of April 2026.



Ann McKaig, President
Village of Shorewood

From: noreply@civicplus.com
To: [Chris Anderson](#); [Rebecca Ewald](#); [Mai Chang](#); [Toya Harrell](#)
Subject: Online Form Submittal: Volunteer Appointment Application
Date: Thursday, February 12, 2026 5:13:35 PM

Volunteer Appointment Application

Step 1

Volunteer Appointment Application

The Village is recruiting community members to serve on its Boards, Commissions and Committees. Please fill out the following form to apply. If you want information about the application process or a description of each volunteer body, go to www.villageofshorewood.org/27/Boards-Committees.

If you have any questions, please email Rebecca Ewald at rewald@shorewoodwi.gov or call at 414-847-2701.

If you would like a printable PDF version of the application to mail or drop off at Village Hall, you can go here:

<https://www.villageofshorewood.org/DocumentCenter/View/194/Committee-Volunteer-Application-Printable-PDF>

I am interested in serving on:	Police Commission
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For each Board, Commission and Committee you express interest, please rank your interest (with 1 being your highest interest followed by 2, 3, etc.) and identify if you've attended a previous meeting.	Police Commission - 1
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Other	<i>Field not completed.</i>
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Step 2

First Name	Susan
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Last Name	Engler
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Home Address	[REDACTED] Shorewood Wi 53211
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Email	[REDACTED] @gmail.com
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Home Phone	[REDACTED]
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Occupation	retired attorney/nurse
Office Phone	<i>Field not completed.</i>

Step 3

How long have you been a Village resident?	50 years
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Are you familiar with the duties and responsibilities of this office?	Yes
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Do you hold an elected or appointed public position or office?	Yes
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If so, what office(s) or position(s)?	Election inspector Shorewood
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Are there other activities in which you are involved that would interfere with your attendance or serve as a conflict of interest?	No
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If so, what activities?	<i>Field not completed.</i>
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Step 4

How did you hear about the opportunity to serve on the Village of Shorewood Committee?	Village Manager's Memo
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Other:	<i>Field not completed.</i>
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(Section Break)

Short Answer Responses

The Village Board is asking applicants to provide a short answer response to the following questions. The level of thought as well as quality included in your responses will be used by the Village Board to determine which applicants to interview for vacant positions on Village boards, commissions and committees. It is recommended to provide a response that is at least a paragraph in length however, this not required.

General Interest	I am a retired attorney and nurse. I would like to continue to offer my experience, expertise and perspective to the Village of Shorewood. I moved to Shorewood after college and have lived here ever since. My children all graduated from Shorewood.
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Education and Work Experience	I have a Bachelors in Nursing(1976) and Juris Doctorate (1989). Both degrees are from Marquette University. I retired 7 years ago.
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My nursing experience is wide range. I worked in mental health nursing, healthcare risk management and administrative positions including House Officer at Columbia-St. Mary's Hospital.

My legal practice was primarily in medical malpractice defense of physicians, hospitals and nurses as well as workers compensation and risk management consulting.

Diversity Experience

My nursing practice included working with a diverse group of people. I worked at an inner city hospital for 10 plus years.

Other Organizations

I am a current election inspector for Shorewood. I have volunteered for Eastside Senior Services in the past.

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From: [REDACTED]
To: [Toya Harrell](#)
Subject: Re: Volunteer Application Submission
Date: Tuesday, February 17, 2026 8:38:03 AM
Importance: High

Yes. I would like to apply for this position. Susan Engler

On Feb 17, 2026, at 8:35 AM, Toya Harrell <tharrell@shorewoodwi.gov> wrote:

Good morning, Susan.

I noticed your application was submitted for the Police Commission and wanted to check whether you intended to apply for the NorthShore Fire Commission as there isn't an opening for the Police Commission. .

Please let me know so I can ensure it is routed to the correct committee liaison.

You matter simply because you are YOU.

Toya Harrell, MMC, WCPC
Village Clerk
President - 2025-2026, [Wisconsin Municipal Clerks Association](#)

Village of Shorewood
3930 N. Murray Avenue
Shorewood, WI 53211
414-847-2608
414-847-2606 (Fax)

[Village Website](#)

Sign up for information through the [Manager's Weekly Memo](#)
Click [here](#) to like the Village of Shorewood on Facebook
Click [here](#) to follow the Village of Shorewood on Twitter

NOTE: Village Hall office hours
8:00a - 4:30p Mon-Thur; 8:00a - 12:00p Friday

From: [Eric Couto](#)
To: [Rebecca Ewald](#)
Subject: Re: Parking
Date: Thursday, April 2, 2026 7:54:40 AM

I want to explore the old parking study. Analyze current parking needs and come up with new parking solutions. I want to look at everything. Residents and businesses are begging for relief and we continue to lessen parking opportunities in the village. I want to explore what we can do. It would be immensely helpful to include the most recent parking study in the agenda, please.

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From: Rebecca Ewald <rewald@shorewoodwi.gov>
Sent: Thursday, April 2, 2026 7:31:54 AM
To: Eric Couto <TrusteeCouto@shorewoodwi.gov>
Subject: FW: Parking

Hi Eric – I was about to list this on the agenda for 4/6 under FIOC, but I don't know what I'm specifically listing. Can you please let me know what parking solutions you are referencing? Is this parking meters? New public parking lots? I just need to list something more specific, so the Village Board knows what you are referring to. I'll send you a text around 8 a.m. as well. If I don't hear from you before noon today, I will defer this item to the 4/20. Thanks for your help.

Be safe. Be Understanding. Be Kind.

Rebecca Ewald

Village Manager
Village of Shorewood
3930 N Murray Avenue
Shorewood, WI 53211
414.847.2701
[Village website](#)

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*** Shorewood Elected Officials and Members of Village Committees, Boards, Commission and Task Forces: In order to comply with the Open Meetings Act requirements, please limit any reply to only the sender of this electronic communication.**

Sign up for information through the [Manager's Weekly Memo](#)



From: Eric Couto <TrusteeCouto@shorewoodwi.gov>

Sent: Tuesday, March 17, 2026 10:16 AM

To: Ann McKaig <PresidentMcKaig@shorewoodwi.gov>; Rebecca Ewald <rewald@shorewoodwi.gov>; Shorewood Trustees <Trustees@shorewoodwi.gov>

Subject: Parking

Morning all, if there truly is an appetite to explore parking solutions in the village that is something I would like to tackle in Community and Business relations. That seems like the perfect place to discuss an issue that affects both groups greatly.

-Eric

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