



NOTICE

PLEASE TAKE NOTICE that a meeting of **the SPECIAL JUDICIARY, PERSONNEL AND LICENSING STANDING COMMITTEE MEETING** will be held in the 2ND Floor of Village Hall, 3930 N. Murray Avenue, Shorewood, Wisconsin, on **Wednesday, May 15, 2019** at the times listed below:

Special Meeting of the Judiciary, Personnel and Licensing Committee, 9:00 A.M. – Village Hall Committee Room

1. Call to Order
2. Roll Call
3. Statement of Public Notice
4. Discuss and Consider Volunteer Committee Appointments
5. Adjournment

DATED at Shorewood, Wisconsin this 10TH day of May, 2019.

VILLAGE OF SHOREWOOD
Sara Bruckman, CMC/WCMC
Village Clerk

Should you have any questions or comments regarding any items on this agenda, contact the Manager's Office at 847-2702.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at 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 disabled individuals.



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO JUDICARY, PERSONNEL, AND LICENSING COMMITTEE

Agenda Item: Consider committee appointments.

Date: May 15, 2019

Presenter: Sara Bruckman, CMC/WCMC

Department: Clerk/Customer Service

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. March 13, 2019 – Clerk Bruckman, President Rozek and Tr. Carpenter Judiciary, Personnel and Licensing (JP&L) Standing Committee Chair, have been working to clearly document the Village's list of committee appointments Consistent with last year's approach, appointments made before May 1, 2019 will serve for two terms (plus a partial term if applicable) members appointed after May 1, 2018 will serve for two terms and provide an outline that simplifies this annual process. it is anticipated that committee members will serve for two terms or two terms and a partial term, allowing the opportunity for others to serve to serve. Each Board, Committee and Commission will appoint their officer(s) at their first meeting in June, unless otherwise statutorily directed. Unless the Board, Committee, or Commission needs a vacancy to fulfill quorum, partial terms will not be filled midterm moving forward.
2. March 19, 2019 – President Rozek, Trustee Carpenter and Clerk Bruckman met to determine and discuss the members of the Boards, Committees and Commission who have expiring terms.
3. March 19, 2019 – President Rozek, Manager Ewald, BID Director Ericka Lang, BID Board President Mike O'Brien, and Clerk Bruckman met to determine and discuss the members of the BID Board who have expiring terms.
4. May 1, 2019 – deadline for volunteer committee applications.
5. May 6, 2019 – Discuss and consider Volunteer Committee appointments was deferred to a Special JP&L Committee Meeting.
6. May 13, 2019 –JP&L screens applications on volunteer committees referred by the President to make recommendation
7. May 20, 2019 – Village Board considers appointments submitted by the Village President for confirmation or denial.
8. May 30, 2019, 6:00 p.m. - annual Committee training with handbook within 30 days of their appointment.

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.*

Applications have been compiled and forward via to the JP&L Committee.

On May 15th JP&L will screen applications for the Committees on the column titled Village President Request Assistance with appointment. JP&L will screen and provide recommendations to the Village President; the Village President will refer the names directly to the Village Board for approval on May 20, 2019.

<u>JP&L Screens & Recommends, Appointed by the Village President with Confirmation of the Village Board</u>	<u>Re-Appointments</u>	<u>New Appointments</u>	<u>Village President Requests Assistance with New Appointment</u>	<u>Reappointment</u>	<u>Expired/Resignation</u>
Conservation Committee	2	2	1	Meenal Atre & Elisabeth Witt	Sue Murphy-Yerkes & Roland Schroeder
Design Review Board (DRB)	2	1	1	Mike Skauge & Mary Wright	Robert Gosse
Elder Services Advisory Board (ESAB)	1	1	1	Katy Rollins	Vacant
Human Relations Commission (HRC)	1	1	1	Gladys Mitchell-Walthour	Shavonda Sisson
Pedestrian and Bicycle Safety Committee	1	1	1	Jennifer Baynes-Picciolo	Matt Peaslee
Parks Commission	0	2	1	N/A	Jamie Jacoby & Ellen Eckman
Public Art Committee	2	0	0	Eleanor Rabinowitz & Eve Sappenfield	N/A
Recreation and Community Services Advisory Committee	1	1	1	Lisa Even	April Toy
North Shore Fire Commission	1	0	0	Renee Gratz	N/A

Below are the following committees the Village President will refer names for reappointments and new appointments that will be provided directly to the Village Board on May 20th.

<u>Village President Recommends/VB Confirms</u>	<u>Re-Appoint</u>	<u>New Openings</u>
Board of Appeals (BOA)	2	2
Board of Review (BOR)	0	1
Community and Development Authority (CDA)	1	1
Library Board	2	0
Plan Commission	2	0
Business Improvement District (BID)	2	6

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.*

JP&L is requested to provide recommendations on committees identified in the last column under yellow highlight above.

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. Appointment and Reappointment Spreadsheet (included in memo)
2. 2018 Village Board memo on appointment process.

<u>JP&L Screens & Recommends, Appointed by the Village President with Confirmation of the Village Board</u>	<u>Re-Appointments</u>	<u>New Appointments</u>	<u>Village President Requests Assistance with New Appointment</u>	<u>Reappointment</u>	<u>Expired/Resignation</u>
Conservation Committee	2	2	1	Meenal Atre & Elisabeth Witt	Sue Murphy-Yerkes & Roland Schroeder
Design Review Board (DRB)	2	1	1	Mike Skauge & Mary Wright	Robert Gosse
Elder Services Advisory Board (ESAB)	1	1	1	Katy Rollins	Vacant
Human Relations Commission (HRC)	1	1	1	Gladys Mitchell-Walthour	Shavonda Sisson
Pedestrian and Bicycle Safety Committee	1	1	1	Jennifer Baynes-Picciolo	Matt Peaslee
Parks Commission	0	2	1	N/A	Jamie Jacoby & Ellen Eckman
Public Art Committee	2	0	0	Eleanor Rabinowitz & Eve Sappenfield	N/A
Recreation and Community Services Advisory Committee	1	1	1	Lisa Even	April Toy
North Shore Fire Commission	1	0	0	Renee Gratz	N/A

<u>Appointed by Village President with Confirmation of the Village Board</u>	<u>Re-Appointments</u>	<u>New Openings</u>
Board of Appeals (BOA)	2	2
Board of Review (BOR)	0	1
Community and Development Authority (CDA)	1	1
Library Board	2	0
Plan Commission	2	0
Business Improvement District (BID)	2	6

<u>Appointed by the Village President without Confirmation of the Village Board</u>	<u>Re-Appointments</u>	<u>New Openings</u>
Marketing	0	1
Board of Health	0	0
Police Commission	1	0



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO VILLAGE BOARD

Agenda Item: Citizen Committee Appointments

Date: May 7, 2018

Presenter: President Rozek & Sara Bruckman

Department: Clerk/Customer Service

Overview – Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues.

President Rozek and staff met to discuss and formalize a process for appointments and reappointments for the Village's Boards, Committees, and Commissions. A formalized process will provide current and future staff, trustees, and volunteers an understanding of the timeframe of commitment these individuals will be serving the Village.

- Appointments Made Before May 1, 2018

At End of a Term of a Committee Member Whose Original Appointment was Made Prior to 5/1/2018

	Appointment Action
After 1 full term served	Nominate for a full 2nd Term
After 2 full terms served	End Appointment - Nominate Replacement
After 1 partial term served	Nominate for a full 1st term
After 2 partial term served	Nominate for a full 2nd term
If member is in 3rd term	Replace after the full 3rd term completed or after 9 years served - whichever is sooner

*Any seat that has termed out based on the above criteria can remain filled by the current member if a qualified and willing replacement is not available. In this special circumstance, the name of the remaining member will not be placed on the reappointment list in which the Village Board will take action but rather a note on the Clerk's official appointment spreadsheet will be recorded signifying that the member is remaining in the seat until a new appointment is appointed.

- Appointments Made After May 1, 2018

At End of a Term of a Committee Member Whose Original Appointment was Made Prior to 5/1/2018

	Appointment Action
After 1 full term served	Nominate for a full 2nd Term
After 2 full terms served	End Appointment - Nominate Replacement

After 1 partial term served Nominate for a full 2nd term

After 2 partial term served End Appointment - Nominate Replacement

*Any seat that has termed out based on the above criteria can remain filled by the current member if a qualified and willing replacement is not available. In this special circumstance, the name of the remaining member will not be placed on the reappointment list in which the Village Board will take action but rather a note on the Clerk's official appointment spreadsheet will be recorded signifying that the member is remaining in the seat until a new appointment is appointed.

Members of the Village Board met on April 30, 2018 to review applications and make suggested appointments and reappointments. An agreed upon slate of candidates was developed. On May 16 members of the Village Board will interview the selected slate of candidates for the newly formed Human Relations Committee. Those candidates will be approved at a future board meeting.

Vision 2025 Plan – If this item is addressed in the [Vision 2025 Plan](#), please include in what ways. If not applicable, N/A should be entered in this space.

Vision #6 – To be a well-governed community with leaders and citizens who value broad civic participation and maintain a long-range, disciplined view of the future.

Sustainability – If this item is addressed in the [Sustainability Action Plan](#) or has long-term sustainability impacts, please include and describe how it will impact the natural environment. If not applicable, N/A should be entered in this space.

N/A

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

There are three requested motions:

“I move to approve the process for a committee member whose original appointment was made prior to May 1, 2018.”

“I move to approve the process for a committee member whose original appointment was made after May 1, 2018 and update Village ordinances accordingly.”

“I move to approve the slated 2018 appointments and reappointments as listed for the Village of Shorewood’s resident committees.”

Resident Committee	Permanent or Alternative Member	2018 New Appointment Nomination	2018 Re-Appointment	2018 Appointment Term (1st or 2nd full term)	Associated Term Expiration <i>(Can we change all to May 1st?)</i>	Previous Committee Member Vacating the Seat	Is this Appointee Currently a Member of Committee?	Has the Appointee Served a Partial Term?	Committee Term Length	Notes
Board of Appeals	Permanent	Karen Tidwall	X	1st full term	5/31/2021	Kathy Nusslock	Yes	X	3 years	Served as an Alt X years
Board of Appeals	Alternative #2	Jon Toutenhoofd	X	1st full term	5/31/2021	Karen Tidwall	No	X	3 years	
Board of Appeals	Permanent	X	Michael Paulson	1st full term	5/31/2021	X	Yes	yes	3 years	
Board of Appeals	Permanent	X	Barb Aldona	1st full term	5/31/2021	X	Yes	yes	3 years	
Board of Review	Permanent	X	Karen Tidwall	1st full term	5/1/2023	X	Yes	yes	5 years	
Board of Review	Alternative #2	Eugene Groysman	X	1st full term	5/1/2023	unknown	Yes	X	5 years	Served as an Alt 1 year
Board of Review	Alternative #3	Daniel Shillinglaw	X	1st full term	5/1/2023	unknown	No	X	5 years	
Board of Review	Alternative #4	Sam Liverseed	X	1st full term	5/1/2023	Eugene Groysmon	No	X	5 years	
Conservation Committee	Permanent	Maggie Pipack	X	1st full term	5/31/2021	Carolyn Morse	No	X	3 years	
Conservation Committee	Permanent	Matt McGovern	X	1st full term	5/31/2021	Linda Beck	No	X	3 years	
Conservation Committee	Permanent	X	Josh Liberatore	2nd full term	5/31/2021	X	Yes	Yes	3 years	2017-2018 Chairman
Conservation Committee	Permanent	X	Donna Pollock	2nd full term	5/31/2021	X	Yes	X	3 years	
Conservation Committee	Permanent	X	Linda Frank	2nd full term	5/31/2021	X	Yes	X	3 years	
Conservation Committee	Permanent	X	Henry Jomaslewicz	2nd full term	5/31/2021	X	Yes	X	3 years	
Design Review Board	Permanent	Nathan McNicolas	X	1st full term	5/31/2021	Nicolas Carnahan	No	X	3 years	Expiring member was the
Design Review Board	Permanent	X	John Rizzo	2nd full term	5/31/2021	X	Yes	X	3 years	
Design Review Board	Permanent	X	Brian Koester	2nd full term	5/31/2021	X	Yes	X	3 years	
Design Review Board	Permanent	X	Wesley Brice	2nd full term	5/31/2021	X	Yes	X	3 years	
Parks Commission	Permanent	Lybra Lindke	X	1st full term	3/31/2021	Sam Essak	X	X	3 years	
Parks Commission	Permanent	X	Jennifer Vulpas	1st full term	3/31/2021	X	Yes	Yes	3 years	
Public Art	Permanent	Diane Buck	X	1st full term	5/31/2021	Jon Krouse	No	X	3 years	
Public Art	Permanent	X	Susan Huse	2nd full term	5/31/2021	X	Yes	Yes	3 years	
Plan Commission	Permanent	Sangeta Patel	X	1st full term	5/31/2021	Nathaniel	No	X	3 years	
Plan Commission	Permanent	Therese Klein	X	1st full term	5/31/2021	Chris Gallagher	No	X	3 years	
Community Development	Permanent	Joe Lesage	X	1st full term	5/31/2022	Andrea Roschke	No	X	4 years	
Community Development	Permanent	X	John Krouse	1st full term	5/31/2022	X	Yes	Yes	4 years	
Recreation Advisory Committee	Permanent	X	Melissa Marshka	2nd full term	8/31/2021	X	Yes	Yes	3 years	Wait to Appoint?
Library	Permanent	X	Margaret Marks	2nd full term	5/31/2021	X	Yes	Yes	3 years	
Library	Permanent	X	Alexandra Dimitroff	2nd full term	5/31/2021	X	Yes	X	3 years	
Elder Services Advisory Board	Permanent	X	Susan Bronson	1st full term	5/31/2021	X	Yes	Yes	3 years	
Elder Services Advisory Board	Permanent	X	Priscilla Sharpless	1st full term	5/31/2021	X	Yes	Yes	3 years	
Police Commission	Permanent	X	Jane Foley	1st full term	5/31/2023	X	Yes	Yes	3 years	
Ped & Bike Safety Committee	Permanent	X	Jerry Lynn	2nd full term	5/31/2021	X	Yes	X	3 years	2017-2018 Co-Chairman
Ped & Bike Safety Committee	Permanent	X	Rachel Ellerman	2nd full term	5/31/2021	X	Yes	X	3 years	2017-2018 Co-Chairman
Ped & Bike Safety Committee	Permanent	X	Dzidra Benish	2nd full term	5/31/2021	X	Yes	X	3 years	

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

None

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

Trustee Appointments to Resident Committees, Commissions, & Boards

Member Appointments Made Before 05/01/2018 Spreadsheet

Member Appointments Made After 05/01/2018 Spreadsheet

Resident Committee Appointments 2018