

Meeting
Brown Deer Park and Recreation Committee
Tuesday, March 1, 2016
7:00 p.m., Room B13, Village Hall



PLEASE TAKE NOTICE that a meeting of the Brown Deer Park and Recreation Committee will be held at the Village Hall of the Village of Brown Deer, 4800 W. Green Brook Drive, Brown Deer, Wisconsin, at which time and place the following items of business will be considered and possibly acted upon.

- I. Roll Call
- II. Persons Desiring to be Heard
- III. Consideration of Minutes
 - A) February 2, 2016
- IV. Unfinished Business
- V. New Business
 - A) Summer Program Update
 - B) MTEF Team Tennis Program
- VI. Administrative Report
 - A) Department Update
- VII. Committee Members Reports
- VIII. Scheduling of Next Meeting
 - A) April 5, 2016
- IX. Adjournment

Dated: February 23, 2016

By Jill Kenda-Lubetski
Jill Kenda-Lubetski, Village Clerk

PERSONS REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE
AT THE MEETING SHOULD CONTACT THE VILLAGE CLERK AT LEAST
ONE (1) BUSINESS DAY PRIOR TO THE MEETING.

**BROWN DEER PARK AND RECREATION COMMITTEE
FEBRUARY 2, 2016 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order at 7:00 p.m.

I. Roll Call

Present: Richard Goehre, Elissa Retkowski, Marie Lieber, Gary Springman

Also Present: Chad Hoier, Park and Recreation Director
Mark Thompson, Recreation Supervisor

II. Persons Desiring to be Heard

III. Consideration of Minutes: December 1, 2015

It was moved by Ms. Lieber and seconded by Ms. Retkowski to approve the minutes of the December 1, 2015 meeting as corrected. The motion carried.

IV. Unfinished Business

V. New Business

A) Fall Program Update

Mr. Hoier reviewed the registration numbers from the fall programs stating that there were 773 program registrations compared to 584 that were taken in the fall of 2014. Mr. Hoier also stated that the fieldhouse indoor walking program that is offered for free to residents currently has 9-11 participants coming on a regular basis. Mr. Hoier also stated that swim lesson numbers were down, adult programs were stable along with the CLC program. Discussion followed.

B) MTEF Team Tennis Program Update

Mr. Hoier informed the Committee that the Tennis Program will remain a half day program again for the summer of 2016 with possible expansion to a full day program in 2017. The United States Tennis Association has also become a partner in 2016. Mr. Hoier also reported that planning has already begun for the 2016 program.

C) 4th of July Update

Mr. Hoier informed the Committee that fundraising had begun for 2016 with Business Donations, Water Bill Round Up, Raffle and Resident Sponsorship Letters.

Mr. Thompson has begun parade planning.

VI. Administrative Report

A) Department Update

Mr. Hoier distributed the January Department Update prepared by himself and Mr. Thompson. Mr. Thompson reported that letters have been sent to seasonal staff to determine which staff members will be returning to work this summer. Staff has until the end of February to reply.

Mr. Thompson is working on a survey regarding the expansion of the summer playground. Survey will look for feedback regarding hours and the number of days the program will run. The plan is to have the survey available to the public at the Fun Fair on Saturday, March 5. Ms. Retkowski will coordinate the availability of a booth at the Fun Fair for the Park and Recreation Department.

Mr. Thompson reported that he is submitting a grant to purchase lifejackets to be used at the pond during open swim hours. The lifejackets will be made available for use free of charge.

Mr. Thompson also report that the Department is looking into the grant process for free summer lunch for all Summer Playground Participants.

Mr. Hoier reported on the smooth transition of the Gibb Maintenance Company, the new cleaning company at the Community Center. Pro 1 Janitorial was the previous cleaner.

VII. Committee Reports.

Mr. Goehre reported on the Senior Citizens Club's Christmas Party and New Year's Eve Party.

Ms. Retkowski reported on the upcoming Fun Fair that will be held at the Elementary School on Saturday, March 5.

Mr. Springman reported on the ongoing projects in the Village highlighting: the Village Marketing Project with students form Marquette University, Village Appreciation Dinner in May, DOT Project regarding the Green Bay Road and Brown Deer Road intersection and the new Pastiche Restaurant, formerly the River Lane Inn.

VIII. Scheduling of Next Meeting

A) March 1, 2016

Committee agreed to schedule its next meeting for Tuesday, March 1, 2016.

VIII. Adjournment

Upon proper motion, the meeting was adjourned at 8:25 p.m.

Chad Hoier, Park and Recreation Director