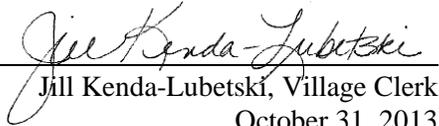


VILLAGE BOARD MEETING
Monday, November 4, 2013
Earl McGovern Board Room, 6:30 P.M.



PLEASE TAKE NOTICE that a meeting of the Brown Deer Village Board will be held at the Village Hall of the Village of Brown Deer, 4800 West Green Brook Drive, Brown Deer, Wisconsin at the above noted time and date, at which the following items of business will be discussed and possibly acted upon:

- I. Roll Call
- II. Pledge of Allegiance
- III. Public Hearing – 2014 Budget
- IV. Persons Desiring to be Heard
- V. Consideration of Minutes: October 16, 2013 – Budget Workshop
 October 21, 2013 – Regular Meeting
 October 22, 2013 – Budget Workshop
 October 24, 2013 – Budget Workshop
- VI. Unfinished Business
- VII. New Business
 - A) Resolution No. 13-, “In the Matter of Adopting the 2014 Annual Budget and Establishing the Property Tax Levy for the Village of Brown Deer”
 - B) GFOA Distinguished Budget Presentation Award
 - C) Requests for Extended Holiday Hours from Various Retailers
- VIII. Village President’s Report
- IX. Village Manager’s Report
- X. Recess into Closed Session pursuant to §19.85(1) (g) Wisconsin Statutes for the following reasons:
 - (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
 1. Papa John’s
- XI. Reconvene into Open Session for Possible Action on Closed Session Deliberations
- XII. Adjournment


Jill Kenda-Lubetski, Village Clerk
October 31, 2013

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

**BROWN DEER VILLAGE BOARD
OCTOBER 16, 2013 BUDGET WORKSHOP MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Krueger at 5:33 P.M.

I. Roll Call

Present: Village President Krueger; Trustees: Baker, Boschert, Oates, Weddle-Henning

Excused: Trustees Schilz, Springman

Also Present: Michael Hall, Village Manager; Susan Hudson, Treasurer/Comptroller; Matt Janecke, Assistant Village Manager, Robert Whitaker, Fire Chief, Steven Rinzel, Police Chief; John Graeber, Police Captain; Robert Halverson, Police Captain.

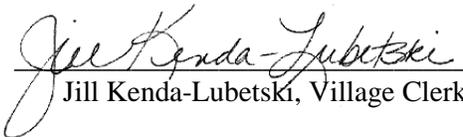
II. Budget Workshop

- A) Review of Governmental Accounting
- B) General Fund Revenue
- C) General Fund Expenditure Summary
- D) North Shore Health Department
- E) North Shore Fire Department
- F) Police Department
- G) Dispatch Center

Discussion ensued regarding the 2014 Proposed Budget.

III. Adjournment

It was moved by Trustee Boschert and seconded by Trustee Oates to adjourn at 7:09 p.m. The motion carried unanimously.


Jill Kenda-Lubetski, Village Clerk

**BROWN DEER VILLAGE BOARD
OCTOBER 21, 201 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Krueger at 6:31 P.M.

I. Roll Call

Present: Village President Krueger; Trustees: Baker, Boschert, Oates, Schilz, Springman, Weddle-Henning

Also Present: Michael Hall, Village Manager; John Fuchs, Village Attorney; Nate Piotrowski, Community Development Director; Matthew Janecke, Assistant Village Manager; Matthew Maederer, Director of Public Works.

II. Pledge of Allegiance

III. Persons Desiring to be Heard

IV. Consideration of Minutes: October 7, 2013 – Regular Meeting

It was moved by Trustee Boschert and seconded by Trustee Weddle-Henning to approve the minutes from the October 7, 2013-Regular Meeting. The motion carried unanimously.

V. New Business

A) Preliminary Plan Presentation by Jessica Lewis, consultant from GAI Consultants, on 60th Street Reconstruction, West Fairy Chasm Road to West County Line Road

Jessica Lewis, GAI Consultants, made a presentation regarding the 60th Street Resurfacing project, and explained that federal regulations mandate sidewalks on both sides of the road. The Village Board had concerns with the construction of sidewalks when the Village bears the cost to construct and maintain those sidewalks.

The Village Board had a general discussion regarding the reconstruction of the road, including other roadway projects that might be paired with this project.

No action was taken.

B) Ordinance No. 13-, “An Ordinance Amending Division 12, Park and Recreation Committee, Sec. 2-741 of the Brown Deer Village Code”

Mr. Hall stated the ordinance change was being presented for consideration at the request of Trustee Springman to amend the ordinance pertaining to a school district member sitting on the Park and Recreation Committee. Trustee Springman announced the committee has not had a member sit on the committee in the past three years, making it difficult at times to have a quorum and would prefer another citizen appointee as an at large member.

It was moved by Trustee Springman and seconded by Trustee Boschert to approve Ordinance No. 13-, “An Ordinance Amending Division 12, Park and Recreation, Sec. 2-741 of the Brown Deer Village Code”. The motion carried unanimously.

C) Disbanding of the Skate Board Committee

Mr. Hall stated the disbanding of the Ad Hoc Skate Board Committee was being brought forward at the request of Trustee Springman. Attorney Fuchs opined the Ad Hoc Committee was a sub-committee of the

Park and Recreation Committee and was not created by ordinance; therefore, it does not require an ordinance to disband the committee but simply a majority vote.

It was moved by Trustee Springman and seconded by Trustee Boschert to approve the disbanding of the Ad Hoc Skate Board Committee. The motion carried unanimously.

VI. Committee Reports

A) Building Board – Trustee Weddle-Henning

Trustee Weddle-Henning announced the committee met twice in October and reported on the approval of a shed at 8574 North 58th Street, a remodel and expansion at 4134 West River Lane, Original Village Sign monument sign at Deerbrook Trail, North Shore Fire Department monument sign on River Lane, and a new sign for Trinity Church. A first review of the Dunkin Donuts building was conducted and the concerns of the committee are to use pitched roofs and durable materials to include concrete masonry or brick.

B) Beautification Committee – Trustee Oates

Trustee Oates announced Matthew Maederer has submitted an application for the Urban Forestry Grant, which is an ongoing grant used for trunk injections to treat trees infected with Emerald Ash Borer. The committee discussed the possibility of not meeting until February since the winter months do not present much material for the committee to act on but will meet “as needed”.

C) Park and Recreation Committee – Trustee Springman

Trustee Springman reported a discussion took place about changing fees for Park and Recreation type activities and, specifically, mentioned lowering the cost of the non-resident annual pass to entice more purchases.

D) 4th of July Committee – Village President Krueger

President Krueger reported the committee discussed a parade theme and possible chairman. The committee is exploring the possibility of creating an event name for the celebration and will be brought forth at a future date.

E) Traffic and Public Safety – Trustee Boschert

No report.

F) Library Board – Trustee Baker

Trustee Baker reported the committee met however adjourned immediately due to a lack of quorum.

G) Community Development Authority – Village President Krueger

No report.

H) Plan Commission – Village President Krueger

- 1) Certified Survey Map review, Bradley Crossing Phase Two, 4300-4500 block of W. Bradley Road.**

Mr. Piotrowski reviewed his memorandum and reported the change is a simple modification to the existing Certified Survey Map that goes hand-in-hand with Bradley Crossing Phase Two expansions to all for a wider right of way terrace to accommodate street plantings.

It was moved by Trustee Boschert and seconded by Trustee Oates to approve the Certified Survey Map, Bradley Crossing Phase Two, 4300-4500 block of West Bradley Road. The motion carried unanimously.

2) Site Plan Modification and Development Agreement Review, Building Expansion at Poco Loco, 4134 W. River Lane

Mr. Piotrowski reviewed the proposal and mentioned the building expansion is nearly going to double the size of the restaurant to approximately 2,200 sq. ft. and reconfiguring their parking lot adding five additional parking spaces. A new development agreement and conditional use permit was put in place in 2005 to accommodate the outdoor seating area. A new development agreement is needed for the site plan modifications and would supersede the old agreement. A concern of the Plan Commission was the added parking spaces are not going to accommodate the expansion of the building. Mr. Piotrowski explained a similar development agreement to the Academy of Dance Arts would be put in place if more parking is needed.

It was moved by President Krueger and seconded by Trustee Weddle-Henning to approve the Site Plan Modification and Development Agreement, Building Expansion at Poco Loco, 4135 W. River Lane. The motion carried unanimously.

3) Site Plan review for multiple commercial buildings at the southwest corner of N. Green Bay Road and N. Deerwood Drive from RK Green Bay Road, LLC.

Mr. Piotrowski reviewed the proposal from RK Green Road, LLC and continued to note the concerns with the site plan. The three major concerns are storm water management, the time frame to which the 11,000 sq. ft. building will be constructed and the design of the architecture the Building Board eluded to in their meeting. He introduced the developer Randy Roth of Endeavor Group and the architect Jeff Stowe of Stowe Architecture.

Trustee Baker expressed his concerns with building an expansive parking lot before actually constructing the 11,000 sq. ft. building. He further inquired as to what mechanism will be included in the Development Agreement to incentivize the constructing of the larger retail space. Mr. Piotrowski mentioned a condition could be added as part of the approval of the agreement, but noted a significant contribution will already be made to construct a storm water system and parking lot. Mr. Roth shed some light on the time frame for the development of the larger building, which could take place next spring if not sooner. Mr. Roth stated he purchased the property already and is looking to get a return on his investment sooner than later, incentivizing his efforts to construct the building more than anything. Trustee Baker clarified his comments and responded he was simply trying to protect the Village from leaving a site vacant with an expansive parking lot. President Krueger reiterated Trustee Baker's comments by bringing up an example of a building currently vacant along Brown Deer Road. A brief conversation took place regarding an already built parking lot that would serve only a 2,000 sq. ft. retail space with the notion of another 11,000 sq. ft. retail building being built when tenants are found.

It was moved by President Krueger and seconded by Trustee Schilz to approve the Site Plan for multiple commercial buildings at the southwest corner of N. Green Bay Road and N. Deerwood Drive from RK Green Bay Road, LLC. The motion carried unanimously.

- 4) **Conditional Use Permit review with RK Green Bay Road LLC for a restaurant with associated drive-thru facilities at the southwest corner of N. Green Bay Road and N. Deerwood Drive**

Mr. Piotrowski added the Building Board has concerns with design and color of the canopy for the drive-thru facilities.

It was moved by President Krueger and seconded by Trustee Oates to approve the Conditional Use Permit with RK Green Bay Road LLC for a restaurant with associate drive-thru facilities at the southwest corner of N. Green Bay Road and N. Deerwood Drive. The motion carried unanimously.

- 5) **Conditional Use Permit review with RK Green Bay Road LLC for outdoor restaurant seating at the southwest corner of N. Green Bay Road and N. Deerwood Drive**

It was moved by President Krueger and seconded by Trustee Schilz to approve the Conditional Use Permit with RK Green Bay Road LLC for outdoor restaurant seating at the southwest corner of N. Green Bay Road and N. Deerwood Drive. The motion carried unanimously.

- 6) **Certified Survey Map review for vacant land at the southwest corner of N. Green Bay Road and N. Deerwood Drive**

Mr. Piotrowski reviewed his proposal and commented the Certified Survey Map contains cross access easement to ensure accessibility for both parcels. Trustee Weddle-Henning questioned why the map does not show a building on one of the parcels. Mr. Roth explained that it was merely a mishap of printing and the original document will include a building on that parcel.

It was moved by President Krueger and seconded by Trustee Oates to approve the Conditional Use Permit with RK Green Bay Road LLC for outdoor restaurant seating at the southwest corner of N. Green Bay Road and N. Deerwood Drive. The motion carried unanimously.

I) Finance and Public Works – Trustee Oates

- 1) **Resolution No. 13-, “A Resolution Assessing the Electric Energy and Maintenance Costs of the Arbon Drive – W. Green Brook Drive Lighting System”**

Trustee Oates introduced the next six agenda items explaining these are merely housekeeping items that have been positively recommended from the Finance and Public Works Committee.

It was moved by Trustee Oates and seconded by Trustee Boschert to adopt Resolution No. 13-, “A Resolution Assessing the Electric Energy and Maintenance Costs of the Arbon Drive – West Green Brook Drive Lighting System”. The motion carried unanimously.

- 2) **Resolution No. 13-, “A Resolution Assessing the Electric Energy and Maintenance Costs of the Brown Deer Business Park Subdivision Lighting System”**

It was moved by Trustee Oates and seconded by Trustee Boschert to adopt Resolution No. 13-, “A Resolution Assessing the Electric Energy and Maintenance Costs of the Brown Deer Business Park Subdivision Lighting System”. The motion carried unanimously.

- 3) **Resolution No. 13-, “A Resolution Assessing the Electric Energy and Maintenance Costs of the Brown Deer Corporate Park Subdivision Lighting System”**

It was moved by Trustee Oates and seconded by Trustee Boschert to adopt Resolution No. 13-, “A Resolution Assessing the Electric Energy and Maintenance Costs of the Brown Deer Corporate Park Subdivision Lighting System”. The motion carried unanimously.

4) Resolution No. 13-, “A Resolution Assessing the Electric Energy and Maintenance Costs of the N. Kildeer Court – W. Brown Deer Road Lighting System”

It was moved by Trustee Oates and seconded by Trustee Boschert to adopt Resolution No. 13-, “A Resolution Assessing the Electric Energy and Maintenance Costs of the North Kildeer Court – West Brown Deer Road Lighting System”. The motion carried unanimously.

5) Resolution No. 13-, “A Resolution Assessing the Electric Energy and Maintenance Costs of the Opus North Subdivision Lighting System”

It was moved by Trustee Oates and seconded by Trustee Boschert to adopt Resolution No. 13-, “A Resolution Assessing the Electric Energy and Maintenance Costs of the Opus North Subdivision Lighting System”. The motion carried unanimously.

6) Resolution No. 13-, “A Resolution Assessing the Electric Energy and Maintenance Costs of the Park Plaza and Addn. #1 Subdivisions Lighting System”

It was moved by Trustee Oates and seconded by Trustee Boschert to adopt Resolution No. 13-, “A Resolution Assessing the Electric Energy and Maintenance Costs of the Park Plaza and Addn. #1 Subdivisions Lighting System”. The motion carried unanimously.

7) Resolution No. 13-, “A Resolution Assessing Service Charges for Recycling and Yard Waste Collection on Residential Units”

It was moved by Trustee Oates and seconded by President Krueger to adopt Resolution No. 13-, “A Resolution Assessing Service Charges for Recycling and Yard Waste Collection on Residential Units”. The motion carried unanimously.

8) Review and Discussion of Sanitary Sewer Rate Increase

Mr. Maederer reviewed his proposal and stated this request is to increase sanitary sewer rates for both the volumetric charge and connection charge. Last year the volumetric charge was not increased and the connection charge has not been increased since 2010. The volumetric charge increases every other year opposite the stormwater utility rate increases. Both these charges are meant to cover both the operating costs and capital projects and last year the total budget ended in a deficit and these increased charges will help that budget and also cover the increased costs from MMSD resulting in positive balance. While the increase will help offset expenses moving forward, it will not make up the deficits from years past.

Mr. Maederer was asked by the Board what the proposed 2014 rate increases will be. Mr. Maederer replied the Volumetric Charge will increase \$0.21 to \$1.60 per thousand gallons of billable water used, and the Connection Charge will increase by \$1.85 per quarter to \$14.35. Overall, based on the typical single family residential household usage, bills will increase by approximately \$25 per year.

No action was taken

9) Resolution No. 13-, “A Resolution Establishing Sanitary Sewer Rates for 2014”

It was moved by Trustee Oates and seconded by President Krueger to adopt Resolution No. 13-, “A Resolution Establishing Sanitary Sewer Rates for 2014”. The motion carried unanimously.

10) Consideration of Vouchers

It was moved by Trustee Oates and seconded by Trustee Weddle-Henning to approve the vouchers from August 29, 2013 through September 27, 2013 in the amount of \$1,799,644.14. The motion carried unanimously.

J) Personnel Committee – Trustee Baker

No meeting

VII. Unfinished Business

None.

VIII. Village President’s Report

Village President Krueger reported on the following:

NSFD Funding Formula Status Report

Intergovernmental Cooperation Council opposing legislature relating to Hotel Room Tax

IX. Village Manager’s Report

Mr. Hall reported on the following:

NSHD funding formula

The draft budget will be uploaded to the Dropbox for budget discussions

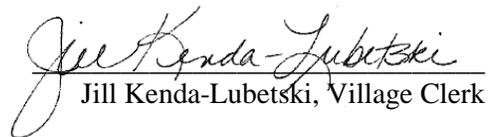
The passing of Lois Dolan and viewing held at the Lois and Tom Dolan Community Center

X. Committee Appointments

None.

XI. Adjournment

It was moved by Trustee Springman and seconded by Trustee Weddle-Henning to adjourn at 7:54 p.m. The motion carried unanimously.


Jill Kenda-Lubetski, Village Clerk

**BROWN DEER VILLAGE BOARD
OCTOBER 22, 2013 BUDGET WORKSHOP MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Krueger at 5:35 P.M.

I. Roll Call

Present: Village President Krueger; Trustees: Baker, Boschert, Oates, Schilz, Springman

Excused: Trustee Weddle-Henning

Also Present: Michael Hall, Village Manager; Susan Hudson, Treasurer/Comptroller; Matt Janecke, Assistant Village Manager, Chad Hoier, Park & Recreation Director, Jamie Berg, Health Officer; Nate Piotrowski, Community Development Director; Brian Williams-Van Klooster, Library Director

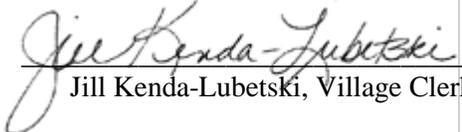
II. Budget Workshop

- A) **Manager's Office**
- B) **Administrative Services**
- C) **Community Development**
- D) **Special Revenue Funds**
- E) **Library**

Discussion ensued regarding the 2014 Proposed Budget.

III. Adjournment

It was moved by Trustee Oates and seconded by Trustee Boschert to adjourn at 8:16 p.m. The motion carried unanimously.



Jill Kenda-Lubetski, Village Clerk

**BROWN DEER VILLAGE BOARD
OCTOBER 24, 2013 BUDGET WORKSHOP MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Krueger at 5:36 P.M.

I. Roll Call

Present: Village President Krueger; Trustees: Boschert, Oates, Springman, Weddle-Henning

Excused: Trustees Baker, Schilz

Also Present: Michael Hall, Village Manager; Susan Hudson, Treasurer/Comptroller; Matt Janecke, Assistant Village Manager; Nate Piotrowski, Community Development Director; Matthew Maederer, Director of Public Works

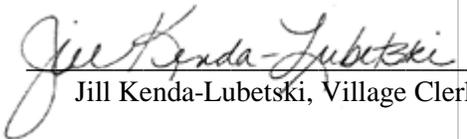
II. Budget Workshop

- A) **Public Works**
- B) **Recycling**
- C) **Storm Water**
- D) **Sanitary Sewer**
- E) **Tax Incremental Financing (TIF)**
- F) **Capital Improvement Plan (CIP)**
- G) **Debt Services**

Discussion ensued regarding the 2014 Proposed Budget.

III. Adjournment

It was moved by Trustee Springman and seconded by Trustee Weddle-Henning to adjourn at 7:20 p.m. The motion carried unanimously.


Jill Kenda-Lubetski, Village Clerk

In the Matter of Adopting the 2014
Annual Budget and Establishing the Property
Tax Levy for the Village of Brown Deer

Resolution No. 13-

WHEREAS, the Village Manager has prepared an Annual Budget for the 2014 fiscal year in accordance with the requirements of Charter Ordinance No. 3 of the Brown Deer Village Code; and,

WHEREAS, the Village Board has reviewed the proposed revenues from all sources and the proposed expenditures for all purposes and has directed that the proposed budget be adjusted accordingly; and,

WHEREAS, a public hearing on the Annual Budget was held November 4, 2013 after due and proper notice of said hearing having been given in accordance with the provisions of Section 65.90, Wisconsin Statutes; and,

WHEREAS, the Village Board adopted certain resolutions relating to borrowing and levying irrepealable taxes sufficient to pay such borrowing; and,

WHEREAS, it is necessary to levy a property tax in the amount of **\$7,796,421** to fund the expenses of Village government as contained in the 2014 Annual Budget.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Brown Deer, Wisconsin as follows:

1. That the 2014 Annual Budget, a summary of which is attached hereto and made a part hereof, be and is hereby approved;
2. That the property tax is hereby levied and be placed upon the 2013 tax roll as follows: General Fund \$6,177,920, Capital Improvement Fund \$372,000, Park and Pond Fund \$47,500, Library Fund \$385,346, and Debt Service Fund \$813,655;
3. That the Village Manager is hereby authorized to delete or create expenditure accounts and to reduce or increase the amounts reflected in the Annual Budget for such expenditure accounts through the transfer of funds between expenditure accounts within the various Departments within the General Fund, provided that the authorized expenditure limit of the General Fund, exclusive of any contingency appropriation, is not exceeded and the 2014 Annual Budget is not increased.

PASSED AND ADOPTED by the Village Board of the Village of Brown Deer this 4th day of November, 2013.

Carl Krueger, Village President

Jill Kenda-Lubetski, Village Clerk

Ms. Bridget M. Souffrant

June 17, 2013

Page 2

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **Village of Brown Deer, Wisconsin** for its annual budget for the fiscal year beginning **January 1, 2013**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

A press release is enclosed.

The Government Finance Officers Association encourages you to make arrangements for a formal presentation of the award. If you would like the award presented by a member of your state or provincial finance officers association, we can provide the name of a contact person for that group.

We appreciate your participation in this program and we sincerely hope that your example will encourage others in their efforts to achieve and maintain excellence in governmental budgeting. The most current list of award recipients (with hyperlinks) can be found on GFOA's website at www.gfoa.org. If we can be of further assistance, please contact the Technical Services Center.

Sincerely,



Stephen J. Gauthier, Director
Technical Services Center

Enclosure



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

June 17, 2013

Ms. Bridget Souffrant
Treasurer/Comptroller
Village of Brown Deer
4800 West Green Brook Drive
Brown Deer, WI 53223

Dear Souffrant:

I am pleased to notify you that Village of Brown Deer, Wisconsin has received the Distinguished Budget Presentation Award for the current budget from the Government Finance Officers Association (GFOA). This award is the highest form of recognition in governmental budgeting and represents a significant achievement by your organization.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. This has been presented to:

Bridget M. Souffrant, Treasurer/ Comptroller

We hope you will arrange for a formal public presentation of the award, and that appropriate publicity will be given to this notable achievement. A press release is enclosed for your use.

We appreciate your participation in GFOA's Budget Awards Program. Through your example, we hope that other entities will be encouraged to achieve excellence in budgeting.

Sincerely,

A handwritten signature in black ink, reading "Stephen J. Gauthier". The signature is written in a cursive, flowing style.

Stephen J. Gauthier, Director
Technical Services Center

Enclosure



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Village of Brown Deer
Wisconsin**

For the Fiscal Year Beginning

January 1, 2013

Executive Director



REQUEST FOR CONSIDERATION

| | |
|--------------------------|---|
| COMMITTEE: | Village Board |
| ITEM DESCRIPTION: | Requests for Extended Holiday Hours from Various Retailers |
| PREPARED BY: | Matt Janecke, Assistant Village Manager |
| REPORT DATE: | October 31, 2013 |
| RECOMMENDATION: | Consider the Requests for Extended Holiday Hours form Various Retailers |
| EXPLANATION: | <p>The Village has received six(6) written request from American TV, Burlington Coat Factory, Kohl's, McDonald's, Old Navy, and Walgreen's for a variance to the Ordinance in Village Code, Chapter 14, Section 14-2, "Business Hours Regulated". Village Ordinance does not allow businesses to operate between the hours of 11:00 p.m. to 6:00 a.m.</p> <p>Find the attached letters from all six of the retailers. Please pay special attention to the requests from American TV, Kohl's and Old Navy who are all requesting to remain open for more than 24 hours starting on Thanksgiving Day (11/28) through the end of the day on Black Friday (11/29). In addition to the extended hours during Thanksgiving/Black Friday, Kohl's would like to remain open a straight 90 hours starting on December 21st at midnight and closing on December 24th at 6:00 p.m. These are just some of the highlighted requests, so please refer to the attached letters in your packet for other requested variances to the ordinance.</p> <p>All retailers making the request are aware of the charges that may apply if more law enforcement officers are need because of the requests made by the retailers to be open outside of the hours listed in the ordinance. New this year will be an additional equipment charge based off of the federally determined rate for law enforcement equipment used.</p> <p>Please contact me with any questions or comments at 371-3052.</p> |

Matt Janecke

American TV

From: Griggs, Benjamin <benjamin.griggs@americantv.com>
Sent: Friday, October 04, 2013 10:44 AM
To: mjanecke@browndeerwi.org
Subject: Holiday extended hours

Matt Janecke,

I am writing you this letter to request special hours for two days during the holiday season. For Thursday November, 28th I would request a consideration of the hours of 12:00 am until 11:59 pm. On the following day Friday November 29th our request would also be for 12:00 am until 11:59 pm. This year we will not be request to have a police officer assigned to our building. Thank you for your consideration into this matter. I also wanted to state how happy I am with how the farmers market has worked out and wanted to let the city know that we would be willing to continue to host this event for the foreseeable future.

Thanks,
Ben Griggs
Store Manager Brown Deer

Burlington Coat Factory

WAREHOUSE CORPORATION

(609) 387-7800
FAX: (609) 589-2955

1830 Route 130 N, Burlington, New Jersey 08016-3020

October 15, 2013

Office of the Village Manager
4800 West Green Brook Drive
Brown Deer, Wisconsin 53223

Re: Holiday Hours

Dear Sir,

We are writing to ask that our store at 9040 North Green Bay Rd., Brown Deer be granted permission to have extended Holiday Hours. The hours would be as listed below:

- Nov 29, 2013 6:00AM-10:00PM
- Nov 30, 2013 9:30AM-10:00PM
- Dec 1, 2013 9:30AM-9:30PM
- Dec 2,3,4,+5,2013 9:00AM-10:00PM
- Dec 6,+7 2013 9:00AM-11:00PM
- Dec 8, 2013 9:30AM-10:00PM
- Dec 9,10,11,+12,2013 9:00AM-11:00PM
- Dec 13+14, 2013 8:00AM-12:00AM
- Dec 15, 2013 8:00AM-10:00PM
- Dec 16,17,18,+19,2013 8:00AM-12:00AM
- Dec 20,21,22,+23,2013 7:00AM-12:00AM
- Dec 24, 2013 7:00AM-8:00PM

We appreciate your consideration of this request. Please feel free to call at 609-387-7800 ext 2323 for any further information. Thank you for your help.

Sincerely,


Kathleen Poulson
Tax Compliance Analyst

KOHL'S

expect great things

October 25, 2013

Mr. Michael Hall
Village Manager
Village of Brown Deer
4800 West Green Brook Drive
Brown Deer, WI 53223

RE: Request for Black Friday Extended Hours
Kohl's Store #044 - 9060 N. Green Bay Road, Brown Deer, WI 53209

Dear Mr. Hall:

Kohl's respectfully requests to be added to the agenda for the City of Glendale's Common Council Meeting scheduled for November 4, the meeting at which extended holiday hours will be reviewed by the Common Council.

One of Kohl's initiatives this year is to open its stores as follows:

| |
|--|
| Wednesday, November 27 -- 7am-12am Thursday, November 28 (Thanksgiving Day) -- 8pm-12am Friday, November 29 (Black Friday) -- 12am-12am Saturday, November 30 -- 6am-12am |
|--|

| |
|---|
| Friday, December 20 -- 6am-12am Saturday, December 21 -- 12am-12am Sunday, December 22 -- 12am-12am Monday, December 23 -- 12am-12am Tuesday, December 24 -- 12am-6pm |
|---|

Our understanding is that this action requires a variance to existing ordinances of the City of Brown Deer.

Like other major retailers, Kohl's needs some flexibility to meet its competition, including having the ability to extend its operating hours during the holiday season. As a national retailer, Kohl's must maintain standards in every aspect of its business so that its customers can expect the same quality, surroundings, policies and even hours in each and every Kohl's store. Standardizing hours is very important so that Kohl's can advertise to its customers across the nation.

At the meeting, representatives from the store will be in attendance to address any questions or concerns you and the Common Council may have.

Thank you for your consideration of this request. If you have any questions, please feel free to call me at (262) 703-2255.

Sincerely,



Sarah J. Ryan
Director of Property Development Law

cc: Jill Kenda-Lubetski, Village Clerk
Brad Holtzen (via email)
Kevin Mantz (via email)
Steven Rinzel, Chief of Police



MacPyles Corporation
6737 North Teutonia Avenue
Milwaukee, WI 53209

October 25, 2013

Office of Village Manager
Attn: Matt Janecke, Assistant Village Manager
4800 West Green Brook Drive
Brown Deer, WI 53209

Dear Mr. Janecke:

Our McDonald's restaurant located at 9120 North Green Bay Road in Brown Deer, WI is requesting extended hours for the upcoming holiday season. We are requesting to open on Thursday, November 28, 2013 at 9:00pm to 5:30am, which is outside of our normal operating hours.

This day is known as the first date to a busy holiday shopping season. Previously, we received approval to open our doors at a later time. This year customer(s) are shopping earlier and we would like to accommodate them.

Sincerely,

A handwritten signature in black ink, appearing to read 'Steve Johnson', is located below the word 'Sincerely,'.

Steve Johnson
Operations Supervisor

October 21st, 2013

Office of the Village Manager
Attn: Matt Janecke
4800 West Green Brook Drive
Brown Deer, WI 53223

Dear Mr. Janecke,

We are seeking permission for extended hours during the 2013 Holiday Season. Our corporate office has sent out our National Holiday Hours of operation and they are as follows:

Thanksgiving: 9am-4pm - *reopen at 7pm*
Black Friday: ~~7am-11pm~~ 11pm
11/30: 7am-11pm
12/1 to 12/5: 9am-10pm
12/6: 9am-11pm
12/7: 7am-11pm
12/8 to 12/12: 9am-10pm
12/13: 9am - Midnight
12/14: 7am - Midnight
12/15 to 12/20: 8am - Midnight
12/21 to 12/23: 7am - Midnight
12/24: 7am to 7pm
12/25: Closed
12/26: 7am-11pm

We thank you for your consideration on this matter.

Sincerely,

Dreanne Schoenherr
Assistant Store Manager of Merchandising
Old Navy #5482
Brown Deer, WI 53209
414-365-3057

10/9/2013

Attention Matt Janecke,

I previously sent a request for the Walgreens store on 6020 W BrownDeer Road to have extended hours for the Holiday season. My Boss has brought to my attention that the company wants to extend these dates.

I am writing to get permission to stay open until midnight on the following dates.

December 1st - December 24.

Thanks,
Tammy Kachelmeier
Walgreens Store Manager
Store #12524

Walgreens #12524
6020 W. Brown Deer Rd.
Brown Deer, WI 53223