

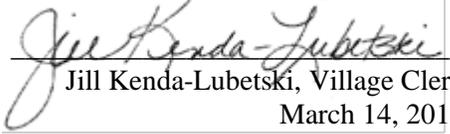
**VILLAGE BOARD MEETING**  
**Monday, March 18, 2013**  
**Earl McGovern Board Room, 6:30 P.M.**



**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. Persons Desiring to be Heard
- IV. Consideration of Minutes:            March 4, 2013 – Regular Meeting
- V. Committee Reports
  - A) Building Board - Trustee Weddle-Henning
  - B) Beautification Committee – Trustee Oates
    - 1) Resolution No. 13-, “Proclaiming May 11, 2013 as Arbor Day”
  - C) Park and Recreation Committee – Trustee Springman
  - D) 4th of July Committee – Village President Krueger
  - E) Traffic and Public Safety – Trustee Boschert
  - F) Library Board - Trustee Baker
  - G) Community Development Authority – Village President Krueger
  - H) Plan Commission – Village President Krueger
  - I) Finance and Public Works Committee – Trustee Oates
    - 1) We Energies Utility Relocate Contract - Original Village
    - 2) Time Warner Utility Relocate Contract - Original Village
    - 3) TAPCO Way Finding Sign Proposal
    - 4) December 2012 Financial Reports
    - 5) Consideration of Vouchers
  - J) Personnel Committee – Trustee Baker
    - 1) Public Works Superintendent/Village Engineer Position Description
- VI. Unfinished Business
- VII. New Business
  - A) Discussion on Calls for Service at Multi-Family Housing
- VIII. Village President’s Report
- IX. Village Manager’s Report
- X. Recess into Closed Session pursuant to §19.85 (1) (c) (e) Wisconsin Statutes for the following reasons:
  - (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
  - (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
- XI. Reconvene into Open Session for Possible Action on Closed Session Deliberations
  - A) Compensation for Non-Represented Employees

XII. Adjournment

  
Jill Kenda-Lubetski, Village Clerk  
March 14, 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  
MARCH 4, 2013 MEETING MINUTES  
HELD AT THE BROWN DEER VILLAGE HALL  
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Krueger at 6:30 P.M.

**I. Roll Call**

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

Also Present: Michael Hall, Village Manager; Matthew Janecke, Assistant Village Manager; Rebecca Boyle, Village Attorney; Bridget Souffrant, Treasurer/Comptroller; Jill Kenda-Lubetski, Village Clerk

**II. Pledge of Allegiance**

**III. Persons Desiring to be Heard**

**IV. Consideration of Minutes: February 18, 2013 – Regular Meeting**

*It was moved by Trustee Boschert and seconded by Trustee Oates to approve the minutes from the February 18, 2013 - Regular Meeting. The motion carried unanimously.*

**V. Unfinished Business**

None.

**VI. New Business**

**A) Ordinance No. 13-,"Amending Section 2-105 and 2-126 of the Brown Deer Village Code Pertaining to Village Manager/Clerk/Executive Secretary"**

Attorney Boyle announced the ordinance references the decision by the board to create the office of deputy clerk/executive secretary and that any time the Board may combine the positions of Village Manager and Village Clerk. The changes basically clarify the position of Deputy Clerk/Executive Secretary as exempt status, as it currently exists.

*It was moved by President Krueger and seconded by Trustee Baker to approve Ordinance No. 13-,"Amending Section 2-105 and 2-126 of the Brown Deer Village Code Pertaining to Village Manager/Clerk/Executive Secretary. The motion carried unanimously.*

**B) Milwaukee County Community Development Program Agreement - Community Development Block Grant**

Mr. Janecke reviewed the agreement and announced that the agreement is for the review of the Village Board. In years past, the Milwaukee County Community Development Block Grant program required Village Board approval. The only requirement now needed for approval of the agreement is a signature by the Village Manager; however, it was asked if the board would like to continue to have the agreement brought before them for review.

Trustee Schilz opined that he would like to continue to have oversight of this item by having it brought before the Board. A conversation ensued about the necessity of approving authorized grant moneys and a consensus was determined to have this item brought before them on an annual basis.

*It was moved by President Krueger and seconded by Trustee Schilz to approve the Milwaukee County Community Development Program Agreement. The motion carried unanimously.*

## **VII. Village President's Report**

Village President Krueger reported on the following:

- Calls for Service at various apartment complexes
- Carl's Crusade on March 9, 2013
- MMSD meeting

It was requested by Trustee Boschert to discuss Calls for Service as a separate agenda item at the March 18, 2013 Village Board meeting.

## **VIII. Village Manager's Report**

Village Manager reported on the following:

- Met with all the department heads
- Announced the advertisement period for Library Director has closed
- Visioning Meeting for the Lowe's site at the Lois and Tom Dolan Community Center

## **IX. Recess into Closed Session pursuant to §19.85 (1) (c)(e) Wisconsin Statutes for the following reasons:**

- (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of interviewing candidates for the purpose of reviewing Village Manager final candidate interviews.

*It was moved by Trustee Springman and seconded by Trustee Weddle-Henning to recess into Closed Session at 7:01 p.m. The motion carried unanimously.*

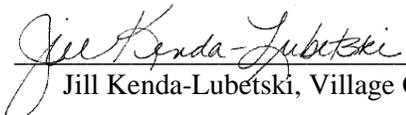
*It was moved by Trustee Springman and seconded by Trustee Baker to reconvene into Open Session at 7:59 p.m. The motion carried unanimously.*

## **X. Reconvene into Open Session for Possible Action on Closed Session Deliberations**

### **A) Possible Action on Compensatory Time - Village Clerk**

## **XI. Adjournment**

*It was moved by Trustee Baker and seconded by Trustee Schilz to adjourn at 8:00 p.m. The motion carried unanimously.*

  
Jill Kenda-Lubetski, Village Clerk

**MINUTES OF THE MEETING OF THE  
BROWN DEER BUILDING BOARD  
HELD AT THE VILLAGE HALL –  
4800 WEST GREEN BROOK DRIVE  
ON MONDAY, March 4, 2013**



The meeting was called to order at 4:03 p.m.

**I ROLL CALL**

Present: Lavern Nall, Rory Palubiski, Tony Snow

Excused: Andrea Weddle-Henning, Tony Enea

Also Present: Shelley Gorman, Bldg. Insp. Assist; Representative for Sign-A-Rama

**II PERSONS DESIRING TO BE HEARD**

*Mr. Michael Hall - the New Village Manager for Brown Deer introduced himself to the board.*

**III CONSIDERATION OF MINUTES**

*It was moved by Mr. Palubiski and seconded by Mr. Snow to approve the February 18, 2013 minutes. The motion carried unanimously.*

**IV OLD BUSINESS**

None

**V PLANS SUBMITTED FOR CONSIDERATION**

The following items were on the Agenda for review:

- A. Wheaton Franciscan Monument Sign – 4300 W. Brown Deer Rd – Sign-A-Rama
- B. Sprint/Universal Wireless - Wall Sign - 5500 W. Brown Deer Rd – Prestige Products

**Wheaton Franciscan – Monument Signage**

A representative of Sign-A-Rama came to the meeting to bring the permit fee check. She knew nothing about the sign renderings that were submitted and could not answer any questions if asked. The Board could only view the renderings that were submitted and a visual look of the actual sign that had already been installed. After examining the renderings Mr. Tony Snow, Mr. Rory Palubiski and Chairman Nall all agreed that it was acceptable, with the only comment by Mr. Palubiski that he wished it was a softer white and not so bright.

Mr. Tony Snow motions to approve, Mr. Rory Palubiski seconds the motion and the Board unanimously approves the Wheaton Franciscan signage submission.

**Sprint/Universal Wireless Wall Sign – Prestige Products**

Bradley Brussow of Prestige Products, Michigan was not able to attend the meeting. He emailed renderings of what the North & South wall elevations would look like with the Sprint wall signs. The permit called for (3) signs to be installed, but the East elevation rendering was missing. The Board approved the North & South renderings ONLY since the Sprint sign was their standard logo sign. The Board said that they would not approve the East elevation without a rendering. The Board also said that the raceway color needs to match the tan/beige stucco color.

Mr. Tony Snow motions to approve the (2) signs submitted, Mr. Rory Palubiski seconds the motion and the Board unanimously approves the Sprint/Universal Wireless North & South wall submission.

**VII ADJOURNMENT**

The meeting was adjourned at **4:15** p.m.

The next regularly scheduled meeting will be March 18th, 2013.

*Shelley Gorman*

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Shelley Gorman, Admin. Assistant Building Department  
Village of Brown Deer

**BROWN DEER BEAUTIFICATION COMMITTEE  
FEBRUARY 12, 2013 MEETING MINUTES  
HELD AT THE BROWN DEER VILLAGE HALL  
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by Chairperson Sandy Manning at 6:35p.m.

**I. Roll Call**

- A) Introduction of New Committee Member – New committee member Anne Dunn was introduced to the committee. Welcome Anne.

Present: Julie Cook-Quirk, Beverly Lieven, Sandy Manning, Anne Dunn, Angie Baltz

Also Present: Larry Neitzel, Superintendent of Public Works; Erika Petras, Department of Public Works

Absent: Trustee Bob Oates, Elizabeth Smith

**II. Persons Desiring to be Heard**

Mary Pomplun of Brown Deer Middle School appeared before the committee to discuss a possible service project for 140 seventh grade students from Brown Deer Middle School. Planning began for a general clean-up of the bike path from Bradley Road to County Line Road with an additional clean-up area of Beaver Creek from Brown Deer Road to N. 60<sup>th</sup> Street discussed. Ms. Pomplun will discuss the project with her colleagues and contact Mrs. Lieven and Mr. Neitzel to finalize details. The service project is anticipated to take place during the week of April 22 -26, 2013.

**III. Consideration of Minutes: October 9, 2012 - Regular Meeting**

*It was moved by Mrs. Lieven and seconded by Ms. Cook-Quirk to approve the October 9, 2012 regular meeting minutes. The motion carried unanimously, with Mrs. Dunn abstaining.*

**IV. Review of Submitted Landscape Plans**

None.

**V. Report of Staff/Committee Members**

Mr. Neitzel brought the committee up to date on construction plans for the sidewalk and narrowing of Dean Road. As a part of the construction several ash trees were removed. Mr. Neitzel will prepare new Dean Road median plans for review at a future meeting.

**VI. Unfinished Business**

- A) **Arbor Day/Earth Day/Keep Greater Milwaukee Beautiful Clean-Up Day**

Ms. Cook-Quirk presented a preliminary poster for the event scheduled to take place on Saturday May 11, 2013. Mrs. Manning and Mr. Neitzel determined the location of the event to be the parking lot of Village Hall with tree planting at the northeastern bike path entrance to Village Park. Discussion ensued regarding tree location and type. Mrs. Manning will research different tree types and present suggestions at a future meeting. The committee discussed the possibility of adding a paper shred event as well as electronics and large trash disposal.

Ms. Petras will contact the City of Cedarburg regarding a similar event they hosted and report back to the committee. Mr. Neitzel will contact Advanced Disposal (formerly Veolia Environmental Services) in regards to dumpster placement and disposal donation. Mrs. Lieven will contact the Brown Deer Historical Society to inquire if they would offer historical school house tours. Mrs. Lieven will also contact the Boy Scouts to determine if they are available to perform a flag ceremony. Ms. Cook-Quirk suggested that a fundraiser be tied in with the event recognizing that it is the day before Mother's Day. Mrs. Manning cautioned that the committee plan the event recognizing the amount of time and labor it will take preceding the event as well as the day of.

**B) Landscape Awards**

Mrs. Lieven and Ms. Cook-Quirk will prepare an article for submission into the next Village Magazine to recognize the winners of the 2012 Landscape awards. Ms. Lieven will contact the Brown Deer Library to reserve a room for the September Award recognition event to be held on either September 17<sup>th</sup> or 24<sup>th</sup> depending on availability. Further discussion of the awards was tabled until the April meeting.

**C) Fund Raising Opportunities**

Chairperson Manning requested that each committee member report a fundraising suggestion to the committee at the March meeting. Ideas will be discussed and developed for the May 11, 2013 Arbor Day/ Clean up event.

**D) Emerald Ash Borer/ Urban Forestry Grant**

Mr. Neitzel informed the committee of the Urban Forestry Grant requirements and reported on current activity that is being done in conjunction with the grant; including meeting attendance and the removal of ash trees that will be surveyed for borer infestation. Mr. Neitzel indicated that volunteer opportunities would be available for committee members to educate the public on the emerald ash borer at Village events. Mr. Neitzel will continue to keep the committee informed of grant activity.

**E) Village Code Revisions – EAB/ Disease/Pests; Native Plantings**

Mr. Neitzel detailed his plans to review and update the sections of Village Code in regards to EAB/disease/pests and native plantings. Mr. Neitzel will also bring current the Village Landscape standards and in conjunction with the code changes will present them to the committee for review and suggestions.

**F) Committee Schedule/ Project Planning**

To accommodate future events the Beautification Committee meeting in May will be changed to May 7<sup>th</sup>. The September committee meeting may be changed to precede the Awards Recognition event.

**VII. New Business**

None.

**VII. Adjournment**

*It was moved by Ms. Cook-Quirk and seconded by Ms. Dunn to adjourn. The motion carried unanimously at 8:02p.m.*

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Erika Petras  
Department of Public Works

Resolution Proclaiming  
May 11, 2013 as Arbor Day

Resolution No. 13-

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**WHEREAS**, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

**WHEREAS**, this holiday, called **ARBOR DAY**, is now observed throughout the world with the planting of trees and educating the young in the benefits trees provide, and

**WHEREAS**, trees do benefit us by reducing erosion of topsoil, savings in heating and cooling costs, cleaning the air, production of oxygen, providing habitat for wildlife, management of storm water runoff, and

**WHEREAS**, trees are a renewable resource for paper, wood for our homes and work, fuel for our fires and countless other wood products, and

**WHEREAS**, trees in the Village of Brown Deer increase property values, enhance the economic vitality of the business areas, and provide an aesthetically pleasing and healthy environment for the residents and travelers, and

**WHEREAS**, trees, wherever they are planted, are a source of joy and spiritual renewal, and

**WHEREAS**, the Village of Brown Deer continues to be committed to the planting of trees and the management of a healthy urban forest.

**NOW, THEREFORE, BE IT RESOLVED**, by the Village of Brown Deer Board of Trustees that we do hereby proclaim Saturday, May 11, 2013 as **ARBOR DAY** in the Village of Brown Deer, and we urge all citizens to support efforts to protect our trees and woodlands and to support our Village's Urban Forestry Program; and,

**FURTHER**, we urge all citizens to plant trees to gladden the hearts and promote the well-being of present and future generations.

**PASSED AND ADOPTED** by the Village Board of the Village of Brown Deer this 18th day of March, 2013.

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Carl Krueger, Village President

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Jill Kenda-Lubetski, Village Clerk

**BROWN DEER PARK AND RECREATION COMMITTEE  
MARCH 5, 2013 MEETING MINUTES  
HELD AT THE LOIS AND TOM DOLAN COMMUNITY CENTER  
4355 W. BRADLEY ROAD**

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

**I. Roll Call**

Present: Richard Goehre, Mike Hawes, Gary Springman, Marie Lieber

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

**II. Persons Desiring to be Heard**

**III. Consideration of Minutes: January 8, 2013**

*It was moved by Ms. Lieber and seconded by Mr. Hawes to approve the minutes of the January 8, 2012 meeting as presented. The motion carried.*

**IV. Unfinished Business**

**V. New Business**

**A) Community Center Tour**

Mr. Hoier walked through the Community Center with the Committee showing the different areas and components of the facility while answering questions.

**B) Proposed Changes to the Pond Beach Configuration**

Mr. Thompson presented the Committee proposed changes to the Pond staffing policy and new beach/swimming configuration. Policy will reduce the man hours for the daily operation down to 49.25 hour per day. This is a reduction from previous years of 50.75 man hours that were needed during weekdays and 57 hours needed on weekends. Discussion and questions followed.

The Beach changes will open more area of the facility including northern sand area known as the north beach which has not been used for many years. This will include four guarding positions with three stations being on the beach and one on the platform. Discussion and questions followed.

Mr. Thompson is also working with a Brown Deer Eagle Scout on a project to building the three lifeguard stands that will be needed for the new beach configuration. Project will be completed before the swimming season begins.

**C) 4<sup>th</sup> of July Update**

Mr. Hoier updated the Committee on the current plans for the 4<sup>th</sup> of July Celebration. Discussion and questions followed.

**VI. Administrative Report**

**A) Department Update**

Mr. Hoier distributed the January and February Department Updates. Discussion followed.

**VII. Committee Reports.**

Mr. Springman informed the Committee that Friday, April 19 will be the Recognition Dinner that is held every three years to recognize community members who participate one of the Village Committees and reviewed the status of ongoing projects in the Village.

**VIII. Scheduling of Next Meeting**

A) April 2, 2013

Committee agreed to schedule its next meeting for Tuesday, April 2 if needed.

**VIII. Adjournment**

Upon proper motion, the meeting was adjourned at 8:30 p.m.

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Chad Hoier, Park and Recreation Director

**BROWN DEER 4TH OF JULY COMMITTEE  
FEBRUARY 20, 2013 MEETING MINUTES  
HELD AT THE BROWN DEER VILLAGE HALL  
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order at 5:05 p.m.

**I. Roll Call**

Present: Chris Dibb, Carl Krueger, John Buckley, Matthew Patrick, Adrienne Ridgeway, Paul Fine

Absent: Ann Griffin, Otto Bunge

Also Present: Chad Hoier, Park and Recreation Director  
Kelli Yogerst, Recreation Supervisor

**II. Persons Desiring to be Heard**

**III. Consideration of Minutes**

A) January 16, 2013

*It was moved by Mr. Dibb and seconded by Mr. Buckley to approve the minutes of the January 16, 2013 meeting. Motion passed.*

**IV. Unfinished Business.**

**V. New Business**

**A) Selection and Approval of Beer Vender**

Mr. Hoier reviewed the beer vendor price quote information submitted by Beer Capitol Distributing and Beechwood Sales and Service. Discussion followed.

*It was moved by Mr. Patrick and seconded by Mr. Dibb to accept the bid received from the Beer Capitol Distributing Company. Motion passed.*

**B) Selection and Approval of Equipment Vendor**

Mr. Hoier reviewed the price quotes submitted by Suburban Rental and Brookfield Party Rental. Canopies were also contacted to submit price quoted by chose not to submit any numbers.

*It was moved by Mr. Buckley and seconded by Mr. Krueger to accept the bid received from Suburban Rental. Motion passed.*

**C) Review and Approval of the Fireworks Proposal**

Mr. Hoier review the proposal submitted by the RKM Fireworks proposal. Question and discussion followed.

*It was moved by Mr. Krueger and seconded by Mr. Patrick to approve the proposal submitted by the RKM Firework Company. Motions passed.*

**VI. Committee Reports**

**A) Fundraising**

Mr. Hoier reported that \$1,550 had been received through the business contribution mailing, the water bill fundraiser was also moving forward with colored print on the water bills asking residents to round up their bills and the raffle tickets are being printed with the Zwaska Funeral home cover the printing cost again this year.

**B) Publicity**

**C) Entertainment**

Mr. Thompson reviewed entertainment acts that he has contacted to possibly be scheduled in addition to Andrea and The Mods. Committee discussed the options and directed Mr. Thompson and Mr. Hoier to move forward with scheduling the additional entertainment. The Committee also agreed to increase the Entertainment Budget to 1,500.00. Mr. Hoier said that he will approach the Brown Deer Foundation at its March meeting to see if they will be willing increase the donation to cover the entire budget as they have done in previous years.

**D) Parade**

Mr. Thompson gave a review of the paid and nonpaid units that have been received.

**E) Beer Tent**

**F) Food Tent**

**G) Volunteers**

**VII. Scheduling of Next Meeting**

**A) March 20, 2013**

Committee agreed to meet of March 20, 2013

**VIII. Adjournment**

Upon proper motion, the meeting was adjourned at 5:55 p.m.

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Chad Hoier, Park and Recreation Director

BROWN DEER TRAFFIC AND PUBLIC SAFETY COMMITTEE  
MARCH 7, 2013 MEETING MINUTES  
HELD AT THE BROWN DEER VILLAGE HALL  
4800 WEST GREEN BROOK DRIVE  
BROWN DEER, WISCONSIN

The meeting was called order by to Trustee Boschert at 6:31 PM.

I. ROLL CALL

Present: Trustee Boschert, Trustee Weddle-Henning, Mike Kass, Alicia Lemke, Bob Wazniak, Neil Wood

Not Present: Roger Gordon

Also Present: Michael Hall, Village Manager; Steven Rinzel, Chief of Police; Larry Neitzel, Superintendent of Public Works; Nancy Hoppe, Executive Secretary to Chief of Police

II. PERSONS DESIRING TO BE HEARD

There were no persons desiring to be heard.

III. CONSIDERATION OF MINUTES: November 8, 2012 Meeting

*It was moved by Trustee Weddle-Henning, and seconded by Mike Kass to approve the November 8, 2012 meeting minutes. The motion carried unanimously.*

IV. REPORT OF STAFF/COMMITTEE MEMBERS

Michael Hall introduced himself to the committee and provided a brief background; the committee members also introduced themselves.

Larry Neitzel had no report for the committee. Trustee Boschert inquired who was responsible for West Bradley Road from North Teutonia Avenue to West Green Bay Road. Mr. Neitzel advised that the Village was responsible for the plowing of the roadway and the City of Milwaukee was responsible for the remainder as it was a boundary roadway. Trustee Weddle-Hennig inquired about the status of repair for West County Line Road and Mr. Neitzel stated it may be possible for 2014. Mrs. Lemke inquired who was responsible for the clearing of the Bike Path; Mr. Neitzel advised Brown Deer cleared the path from West Brown Deer Road to West County Line and the remainder was Milwaukee County's responsibility.

Chief Rinzel reported that K-9 Vader and Officer Morgan recently assisted with a traffic stop and funds of \$4,000 were found in the vehicle and that the department will attempt to seize these funds through Assets Forfeiture. He further reported that information was recently requested by the Village President reference calls for service and activities in all the multi-family housing units in the Village. Chief Rinzel stated that the Brown Deer Citizen's Academy is scheduled to start its nine week program on Wednesday, September 11<sup>th</sup>.

V. OLD BUSINESS

A. Review of North 60th Street

Chief Rinzel reported that general patrols have remained on North 60<sup>th</sup> Street and no major incidents had taken place. The department is in contact with the School District as to the upcoming changes in the bus routes and what affect that

may have on traffic patterns. Mr. Neitzel reported the DPW did not encounter any equipment issues and snow removal was not a problem. Mr. Wazniak opined that the shark teeth were smaller than what is desirable and Mr. Neitzel advised that the Village as in compliance.

VI. NEW BUSINESS

A. Parking Concerns – North 51<sup>st</sup> Street at West Green Brook Drive

Chief Rinzel provided an overview of some of the traffic complaints that have been received regarding the parking issues in front of the business located at 9036 North 51<sup>st</sup> Street. He stated the concerns that were brought forth were double parking on North 51<sup>st</sup> Street; illegal U-turns on North 51<sup>st</sup> Street and West Green Brook Drive and children in the roadway going to their parents' vehicles. It was also noted that the area is not lit very well and safety of the children was the major concern.

Discussion of using the west end of the Village Hall parking lot took place; Mr. Neitzel advised that the western end of the lot was not constructed for use in the winter months as the material in the construction was not conducive to snow removal or salt application.

Lindsay and Jason Stammer, owners of the Academy of the Dance Arts were in attendance to discuss any options that may be available. Mr. Stammer stated that they do want to add a parking area on the property but it was not an expense that they could take on at this time. Mrs. Stammer stated she was in favor of areas of no parking on the roadway, specifically the west side of North 51<sup>st</sup> Street. She further stated that in April their business would be issuing a mass mailing to their clients and information would include parking/drop off and travel directions in the area. Mrs. Lemke inquired if in the future a circular drive would be adapted on the property.

Trustee Boschert thanked Mr. and Mrs. Stammer for attending the meeting and working with the police department and their clients to find a solution. Mrs. Lemke stated that she would like to provide additional time to the academy to address this issue as they have only been open since September of 2012 and information is being shared with their clients.

It was the consensus of the committee to place temporary no parking signage in the area and monitor the situation and it will be reviewed again at the May meeting of the Traffic and Public Safety Committee. The owners of the academy will keep the committee and respective departments involved in changes and any further developments.

VII. ADJOURNMENT

*It was moved by Mrs. Lemke, and seconded by Mr. Wazniak to adjourn at 7:16 PM. The motion carried unanimously.*



Steven C. Rinzel, Chief of Police

**BROWN DEER LIBRARY BOARD**  
**March 11, 2013 MEETING MINUTES**  
**HELD AT THE BROWN DEER PUBLIC LIBRARY**  
**5600 WEST BRADLEY ROAD**  
(Unapproved)

The meeting was called to order by Board President Balistreri at 5:00 P.M.

**I. Roll Call**

Present: Board President Balistreri and Board members: J. Baker, W. Jabas, K. Lewis-Williams, A. Lutz  
Also Present: Dana Andersen-Kopczyk, Interim-Library Director  
Matt Janecke, Assistant Village Manager  
Michael Hall, Village Manager

**II. Persons Desiring to be Heard**

None.

**III. Consideration of Minutes: February 4, 2013 - Special Meeting (Amended)  
February 11, 2013 - Regular Meeting**

*It was moved by J. Baker and seconded by W. Jabas to approve the amended minutes from the February 4, 2013 - Special Meeting and the February 11, 2013 - Regular meeting. The motion carried unanimously.*

**IV. Unfinished Business**

There was no unfinished business.

**V. Library Director's Report**

The Director's written report was discussed along with an update on Bond Proceeds projects.

**VI. Friends of the Library Report**

The Friends have a meeting on Thursday March 14<sup>th</sup> at 7:00 PM.

**VII. New Business**

**A) Consideration of Vouchers**

*After discussion, it was moved by A. Lutz and seconded by K. Lewis-Williams to approve the payment of the February 2013 vouchers. The motion carried unanimously.*

**VIII. Recess into Closed Session pursuant to #19.85 (1)(c) Wisconsin Statutes for the following reasons:**

- A) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.**

*It was moved by G. Balestreri and seconded by A. Lutz to recess into closed session at 5:11 PM; motion carried unanimously. Dana Andersen-Kopczyk was excused at this time.*

**IX. Reconvene into open session for possible action on closed session deliberations.**

*It was moved by J. Baker and seconded by K. Lewis-Williams to reconvene into open session at 5:55 PM; motion carried unanimously.*

**X. Adjournment**

**Next meeting: March 8, 2013.** *It was moved by W. Jabas and seconded by A. Lutz to adjourn at 5:57 P.M. The motion carried unanimously.*

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Dana Andersen-Kopczyk,  
Interim-Library Director

**BROWN DEER FINANCE AND PUBLIC WORKS COMMITTEE  
MARCH 6, 2013 REGULAR MEETING MINUTES  
HELD AT THE BROWN DEER VILLAGE HALL  
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by Trustee Boschert at 6:31 P.M.

**I. ROLL CALL**

Present: Trustees: Springman & Boschert; Citizen Members: Ray Erbe, Susan Glowinska, & Galyn Bennett

Also Present: Bridget Souffrant, Treasurer/Comptroller, Nate Piotrowski, Community Development Director, and Michael Hall, Village Manager

Excused: Citizen Member Tom Lieven & Trustee Oates

**II. PERSONS DESIRING TO BE HEARD**

Bernard Hall, 9462 Elm Court, Brown Deer Wisconsin; Mr. Hall gave comments to the Committee regarding the Way finding sign agenda item.

**III. CONSIDERATION OF MINUTES: February 6, 2013 – Regular Meeting**

*It was moved by Trustee Springman and seconded by Galyn Bennett to approve the minutes of the February 6, 2013 meeting. The motion carried unanimously.*

**IV. REPORT OF STAFF/COMMITTEE MEMBERS**

Mrs. Bridget Souffrant informed the Committee Staff had a meeting with BMO Harris regarding the status of the banking relationship and that the banking RFP was sent out last week to local banks for responses. She also stated that the Administrative Services Department is in full swing preparing for audit. In addition to that, Mrs. Souffrant noted, that the new Village Manager, Michael Hall was present at the meeting.

Susan Glowinska asked if the Villages issues with BMO were being corrected. Mrs. Souffrant replied that the representatives have worked hard to clear up the issues at the time that they occurred, but the back room is not as quick as it once was and every month Staff is continuing to check and ensure that the issues are corrected. She stated that there are updates proposed for the upcoming months, but that is not solid enough to keep the Village from reviewing services from other banks.

Nate Piotrowski stated that on March 21st there will be a Grand Opening at the Community Center and Jewish Family Services facility. The event will begin at 4:00 pm with tours and recognition of Lois and Tom Dolan at 5:00pm. He continued to report that the Village did receive a favorable ruling from the judge regarding the Original Village right of way case and were granted the full desired right of way and can move forward bidding out the process targeting construction in May.

Michael Hall introduced himself as the Village Manager and the Committee members gave a brief background and name introductions.

Trustee Springman wanted to make the Committee members ware of the Appreciation Dinner on April 19th at the Sheraton Hotel as a way for the Village to thank the members for their time.

**V. NEW BUSINESS**

**A) WE Energies utility relocate contract – Original Village**

Mr. Piotrowski reported that the Village has already entered into contract with WE Energies and Uihlein Electric to bury the overhead power lines and remove 13 poles in the Original Village neighborhood. In addition to that, Mr. Piotrowski stated that the Village needs to take that underground utility from the right of way to the buildings and he is proposing to use Uihlein Electric again for \$13,752.71.

Susan Glowinska asked where do you bring the power up to on a residence. Mr. Piotrowski stated that the meters are typically on the back or side of the building and will remain in relatively the same spot.

Discussion ensued regarding the location of the poles being removed and why they were being removed.

*It was moved by Trustee Springman and seconded by Susan Glowinska to recommend to the Village Board to approve the contract with Uihlein Electric for \$13,752.71. The motion carried unanimously.*

**B) Time Warner utility relocate contract – Original Village**

Mr. Piotrowski stated that in the process of burying the power lines they needed to look at all utilities on the poles and Time Warner cable is the only other utility. He stated that Time Warner will work in the trenches with WE Energies eliminating some of the cost. The relocation order for Time Warner will cost \$28,621.

*It was moved by Trustee Springman and seconded by Susan Glowinska to recommend to the Village Board to approve the contract with Time Warner Cable for \$28,621. The motion carried unanimously.*

**C) TAPCO Way finding Sign proposal**

Mr. Piotrowski reported that the Village's 2012 budget contained \$15,000 to create a way finding sign package throughout the community. The proposed signs in the packet are compliant with the Wisconsin DOT design and sign program and are consistent with other Village signage. The Village received a discount from TAPCO putting the project at \$14,987.

Discussion ensued regarding the Village's identity and efforts to create a more defined identity with the proposed signs and other actions. Staff spoke about the comprehensive plan and Village vision and how the identity objective falls in line with those plans. Staff also stated that the signs help create an identity by designating locations that may not be found on a smartphone and help recognize the assets of the community. There was also discussion and concern from Mr. Erbe and Ms. Glowinska regarding the lack of a marketing plan and a tactical operation plan. Staff reported that the strategic plan does have an action plan explaining what tasks need to be accomplished to achieve the vision.

*It was moved by Trustee Springman and seconded by Galyn Bennett to recommend to the Village Board to approve the way finding signs from TAPCO for \$14,987. Ayes: Terry Boschert, Gary Springman, Galyn Bennett, & Susan Glowinska. Nays: Ray Erbe. The motion carried.*

**D) 2013 Water Main Relay bids**

Mr. Piotrowski reported that the Water Utility received twelve bids for the annual 2013 Water main relay project. Reeseman's Excavating & Grading, Inc. of Burlington, Wisconsin was the low bidder at \$186,564.40. Reeseman's Excavating & Grading, Inc. completed the 2008 water main relay project and Village Staff spoke very highly of company.

*It was moved by Trustee Springman and seconded by Susan Glowinska to recommend to the Village Board to award a contract to Reeseman's Excavating & Grading, Inc. for the 2013 Water main relay project in a not to exceed amount of \$186,564.40. The motion carried unanimously.*

**E) December 2012 Financial Report**

Bridget Souffrant, Treasurer/Comptroller presented the December 2012 Financial report covering the top five financial highlights.

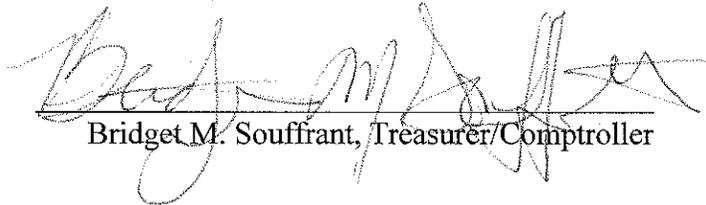
*No action was taken on this item.*

**E) Consideration of Vouchers**

*It was moved by Trustee Springman and seconded by Trustee Boschert to recommend that the Village Board approve the vouchers from February 1, 2013 to February 22, 2013 in the amount of \$234,409.29. The motion carried unanimously.*

**VII. ADJOURNMENT**

*It was moved by Trustee Springman and seconded by Susan Glowinska to adjourn at 7:42 p.m. The motion carried unanimously.*

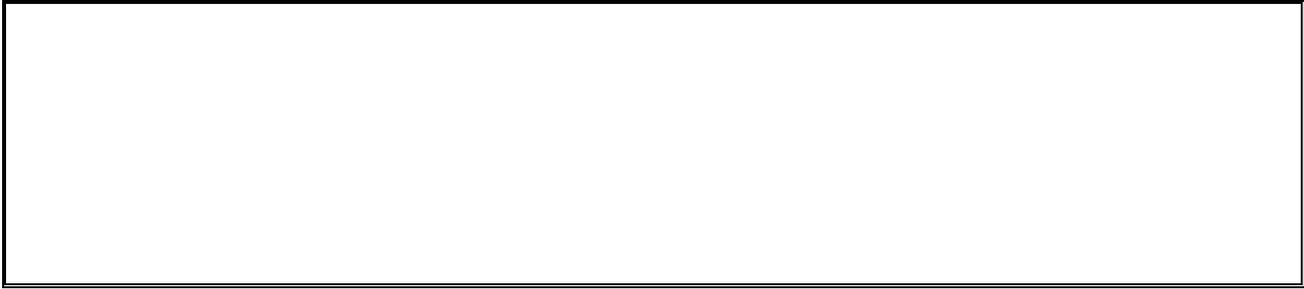


Bridget M. Souffrant, Treasurer/Comptroller



# REQUEST FOR CONSIDERATION

<b>COMMITTEE:</b>	Village Board
<b>ITEM DESCRIPTION:</b>	Finance & Public Works Committee packet
<b>PREPARED BY:</b>	Bridget M. Souffrant, Treasurer / Comptroller <i>BMS</i>
<b>REPORT DATE:</b>	March 13, 2013
<b>MANAGER'S REVIEW/COMMENTS:</b>	<p><input type="checkbox"/> No additional comments to this report.</p> <p><input type="checkbox"/> See additional comments attached.</p>
<b>RECOMMENDATION:</b>	Bringing forward the recommendations from FPW
<b>EXPLANATION:</b>	<p>On March 6, 2013, the Finance &amp; Public Works Committee met and discussed the agenda. All agenda items received a positive recommendation and are as follows.</p> <ul style="list-style-type: none"><li>- WE Energies utility relocate contract – Original Village: <i>recommend to the Village Board to approve the contract with Uihlein Electric for \$13,752.71.</i></li><li>- Time Warner utility relocate contract – Original Village: <i>recommend to the Village Board to approve the contract with Time Warner Cable for \$28,621.</i></li><li>- TAPCO Way finding sign proposal: <i>recommend to the Village Board to approve the way finding signs from TAPCO for \$14,987.</i></li><li>- 2013 Water Main Relay bids: <i>recommend to the Village Board to award a contract to Reeseman's Excavating &amp; Grading, Inc. for the 2013 Water main relay project in a not to exceed amount of \$186,564.40.</i></li><li>- December 2012 Financial Report: No action taken, review only.</li><li>- Consideration of Vouchers: <i>recommend that the Village Board approve the vouchers from February 1, 2013 to February 22, 2013 in the amount of \$234,409.29.</i></li></ul>



## VILLAGE OF BROWN DEER

### JOB DESCRIPTION

#### **Director of Public Works/Village Engineer**

##### General Statement of Duties:

The Director of Public Works/Village Engineer, referred in this description as (DPW/VE), shall function as a division head under the supervision of the Village Manager. This person shall be responsible for the improvement, purchase, alteration or modification of the Village's capital facilities including, but not limited to, streets, stormwater, sanitary facilities, water, street lighting, sidewalks, public buildings, grounds, and right-of-ways. The DPW/VE shall supervise the activities of the Department of Public Works.

##### Distinguishing Features of the Position:

The DPW/VE shall in coordination with the Department of Community Development have direct responsibility for the management of the engineering duties defined above.

The DPW/VE shall in coordination with the Department of Community Development be responsible for the administration of street construction and public works construction projects. This shall include development and preparation of plans, drawings and specifications, contract administration, field inspection and Village representation at meeting, hearings and inquiries.

The DPW/VE shall have responsibility for the activities performed in the Department of Public Works by personnel in the following areas:

- Administration of Public Works
- Streets and Traffic Operations
- Sidewalks and Pathways
- Refuse and Recycling
- Winter Operations
- Forestry

##### Supervision and Evaluation:

The DPW/VE reports directly to the Village Manager. The Village Manager is responsible for review and evaluation of his performance.

##### Minimum Qualifications:

Have a Bachelor's degree in Civil Engineering with registration as a Professional Engineer in Wisconsin. A degree in architectural engineering, environmental engineering, or equivalent is acceptable. At least four (4) years prior experience in public works administration and municipal engineering is preferred or any combination of the above.

Prior experience in local government or in a supervisory capacity is preferred. Must possess a working knowledge of methods, materials, and techniques used in municipal public works projects. The DPW/VE must also possess technical knowledge of engineering, drafting, surveying and mechanical practices, methods, materials and techniques and the ability to apply them to the position responsibilities as needed.

Be able to work on several projects simultaneously and have the ability to work in group settings, independently, with minimal supervision. Must be able to organize, prioritize and disseminate large amount of information and to identify useful components needed for presentation in a format that can be used effectively by members of the Village Board, staff, and other committees.

Experience in design, construction, maintenance, and inspection of streets, Stormwater, water, and sanitary sewers, and their related infrastructure projects.

Record of engaging in continual education and training to stay current with practices, programs, and technologies, in modern public works.

Thorough understanding of the administration of public works contracts.

Work closely with the Village Manager and Community Development Staff to prioritize and coordinate work activities and duties in order to provide a consistent, high level of service delivery. Must have the ability to supervise personnel efficiently and effectively with a willingness to be innovative.

Have the ability to work positively with the public in a variety of settings, especially in stressful situations.

Familiarity with local, state, and federal regulations and funding programs related to engineering and public works.

Handle citizen

complaints. Specific

Responsibilities:

Recommend and coordinate the selection or oversight of consultants and inspect work performed by contractors when necessary.

Evaluate and make recommendations on citizen complaints involving infrastructure and DPW services.

Assist the Village Manager in the preparation and presentation of Engineering and Public Works departmental operating and capital budgets.

Design plans and specifications on smaller Village projects.

Assist in the procurement, administration of local, state and federal grant funding programs.

Conduct performance evaluations of personnel in the Department of Public Works.

Assist in the administration and execution of grievance proceedings. Also represent Village positions in preparation and presentations for labor management.

Develop long range capital improvement plans and budgets. Assist in conducting a periodic pavement analysis survey to develop priorities for roadway and sidewalk improvement projects.

Insure Village remains in compliance with regulatory requirements and permits in the areas of stormwater, water, and sanitary sewers.

Conduct presentations to the Village Board and Committees as needed or as directed by the Village Manager.

Other Distinguishing Features of the Position:

Must possess a valid Wisconsin Drivers License.

This position is an “at will” position. The employee is free to resign at any time for any reason or the Village may terminate the employee at any time for due cause.

This is a salaried position. Compensation is set at a level which recognizes that time, in addition to regular working hours, shall be required to perform the duties of the position or respond to emergencies. No overtime shall be paid.

Revised 3/12/2013

**MEMO:** COP 2013-015

14 March 2013

**INDEX AS:** LIA 4-11  
Village President

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**TO:** Carl Krueger, Village President  
Michael Hall, Village Manager

**FROM:** Steven C. Rinzel, Chief of Police

**SUBJECT:** Records Request – 2012 Calls for Service  
Corrected 2012 Calls for Service Information

At the request of Village President, the Police Department had completed a request for a number of multi-family complexes within the Village of Brown Deer for 2012. The Village Board then requested additional information on other multi-family complexes for 2012 and the following is a list of the additional requested information.

- Algonquin Manor
- Cherrywood Village Condominiums
- Creekside Crossing Condominiums
- Deer Run Complex
- Green Court Apartments
- Northpointe Apartments
- Park Plaza Complex
- River Place Apartments
- Riverside Condominiums
- Stratford Village
- Tudor Park Apartments

I will be present at the Village Board meeting on March 18<sup>th</sup> if there would be any questions reference this additional information.

Steven C. Rinzel  
Chief of Police

SCR:ndh  
Attachments



Incident Summary List

\*\* For official use only \*\*

Reporting Period: 01/03/12 - 12/31/12

Algonquin Manor

	Brown Deer Police Department	Total
911 Hang ups & Unfounded	5	5
Accident/PDO	1	1
All Others	1	1
Check on the Welfare	4	4
Controlled Substance	1	1
Death	1	1
Disorderly Conduct	1	1
Family Trouble	1	1
Fire Call	1	1
Follow Up	2	2
Missing Person	1	1
Neighbor Comp/Trouble	1	1
Noise Complaint	1	1
Parking Complaint	1	1
REQUEST FOR ASSISTANCE - CITIZ	1	1
Request For Assistance-Citizen	2	2
Rescue/BLS	64	64
Suspicious Activity	3	3
Theft	1	1
Trespassing	1	1
Watch Around	2	2
<b>Total</b>	<b>96</b>	<b>96</b>



*Brown Deer Police Department*  
4800 West Green Brook Drive | Brown Deer, WI 53223 | Phone: (414) 371-2900

Friday, March 8, 2013  
12:51:40 pm

### Incident Summary List

**\*\* For official use only \*\***

Reporting Period: 01/01/12 - 12/27/12

#### Bradley Manor

	Brown Deer Police Department	Total
911 Hang ups & Unfounded	2	2
Check on the Welfare	2	2
Damage to Property	1	1
Death	1	1
FI Stop	1	1
Fire Alarm	4	4
Follow Up	3	3
Fraud	1	1
Neighbor Comp/Trouble	1	1
Noise Complaint	1	1
Rescue/BLS	24	24
Road Hazard	1	1
Suspicious Activity	1	1
Theft	2	2
Vacation Checks	1	1
Watch Around	1	1
<b>Total</b>	<b>47</b>	<b>47</b>



**Incident Summary List**

**\*\* For official use only \*\***

Reporting Period: 01/08/12 - 12/28/12

**Cherrywood Village**

	Brown Deer Police Department	Total
911 Hang ups & Unfounded	2	2
Accident/PDO	2	2
Assist Other Agency W/O Reques	1	1
Chapter 51	2	2
Check on the Welfare	1	1
Code Violations	1	1
Controlled Substance	2	2
Disorderly Conduct	1	1
Domestic Violence	3	3
Family Trouble	2	2
Fire Call	1	1
Follow Up	14	14
Fraud	1	1
Juvenile	1	1
Medication Collection	1	1
Noise Complaint	8	8
Open Door	1	1
Parking Complaint	6	6
Parking Trouble	2	2
Request By Other Dept	2	2
Request For Assistance-Citizen	2	2
Rescue/BLS	12	12
Special Assignment	1	1
Suspicious Activity	3	3



*Brown Deer Police Department*  
4800 West Green Brook Drive | Brown Deer, WI 53223 | Phone: (414) 371-2900

Thursday, March 14, 2013  
9:48:15 am

### Incident Summary List

**\*\* For official use only \*\***

Reporting Period: 01/08/12 - 12/28/12

	Brown Deer Police Department	Total
Telephone Complaint	1	1
Theft	1	1
Truancy	1	1
Vehicle Theft	1	1
Village Hand Deliveries	2	2
<b>Total</b>	<b>78</b>	<b>78</b>



**Incident Summary List**

**\*\* For official use only \*\***

Reporting Period: 01/02/12 - 10/19/12

**Cherrywood Village Green  
 Bay addresses**

	Brown Deer Police Department	Total
ALS	1	1
Check on the Welfare	3	3
Damage to Property	1	1
Disorderly Conduct	2	2
Fire Alarm	1	1
Fire Call	1	1
Follow Up	2	2
Fraud	1	1
Juvenile	1	1
Neighbor Comp/Trouble	1	1
Noise Complaint	5	5
Parking Complaint	1	1
Request For Assistance-Citizen	2	2
Rescue/BLS	11	11
Restraining Order	3	3
Special Assignment	1	1
Suspicious Activity	4	4
Telephone Complaint	3	3
Watch Around	1	1
<b>Total</b>	<b>45</b>	<b>45</b>



**Incident Summary List**

**\*\* For official use only \*\***

Reporting Period: 03/14/12 - 10/24/12

	Brown Deer Police Department	Total
Creekside Crossing Condominiums		
Alarm	2	2
Fire Alarm	1	1
Suspicious Activity	1	1
<b>Total</b>	<b>4</b>	<b>4</b>



Incident Summary List

\*\* For official use only \*\*

Reporting Period: 01/01/12 - 12/31/12

Deer Run Condominiums

	Brown Deer Police Department	Total
911 Hang ups & Unfounded	3	3
All Others	1	1
Building Checks	1	1
Burglary	1	1
Chapter 51	1	1
Check on the Welfare	3	3
Death	1	1
Disorderly Conduct	1	1
Domestic Violence	2	2
Family Trouble	1	1
FI Stop	1	1
Fire Alarm	3	3
Follow Up	12	12
Found Property	1	1
Fraud	2	2
Hit and Run	1	1
Identity Theft	1	1
Juvenile	2	2
Missing	5	5
Missing Person	2	2
Motor Vehicle Theft	1	1
Neighbor Comp/Trouble	1	1
Noise Complaint	19	19
Parking Complaint	1	1



*Brown Deer Police Department*  
4800 West Green Brook Drive | Brown Deer, WI 53223 | Phone: (414) 371-2900

Thursday, March 14, 2013  
10:36:55 am

### Incident Summary List

\*\* For official use only \*\*

Reporting Period: 01/01/12 - 12/31/12

	Brown Deer Police Department	Total
Request By Other Dept	1	1
Request For Assistance-Citizen	1	1
Rescue/BLS	18	18
Restraining Order	1	1
Stroke - BLS	1	1
Suspicious Activity	1	1
Telephone Complaint	4	4
Theft	5	5
Vehicle Complaint	1	1
Village Hand Deliveries	1	1
Warrant	1	1
<b>Total</b>	<b>102</b>	<b>102</b>



*Brown Deer Police Department*  
4800 West Green Brook Drive | Brown Deer, WI 53223 | Phone: (414) 371-2900

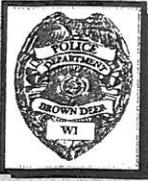
Thursday, March 14, 2013  
10:41:16 am

### Incident Summary List

**\*\* For official use only \*\***

Reporting Period: 04/22/12 - 11/11/12

Deer Run 9433 N. 49 <sup>th</sup> St		Brown Deer Police Department	Total
Parking Complaint		2	2
Rescue/BLS		1	1
	<b>Total</b>	<b>3</b>	<b>3</b>



*Brown Deer Police Department*  
4800 West Green Brook Drive | Brown Deer, WI 53223 | Phone: (414) 371-2900

Wednesday, March 6, 2013  
2:24:41 pm

### Incident Summary List

**\*\* For official use only \*\***

Reporting Period: 06/26/12 - 11/21/12

	Brown Deer Police Department	Total
Deer Run 9407 N 49 <sup>th</sup> St		
911 Hang ups & Unfounded	1	1
Fire Alarm	1	1
<b>Total</b>	<b>2</b>	<b>2</b>



*Brown Deer Police Department*  
4800 West Green Brook Drive | Brown Deer, WI 53223 | Phone: (414) 371-2900

Wednesday, March 6, 2013  
2:25:14 pm

### Incident Summary List

\*\* For official use only \*\*

Reporting Period: 03/29/12 - 07/19/12

	Brown Deer Police Department	Total
Deer Run 9419 N 49 <sup>th</sup> St		
Follow Up	8	8
Juvenile Complaint	1	1
Missing	1	1
Noise Complaint	1	1
<b>Total</b>	<b>11</b>	<b>11</b>



*Brown Deer Police Department*  
4800 West Green Brook Drive | Brown Deer, WI 53223 | Phone: (414) 371-2900

Wednesday, March 6, 2013

2:27:54 pm

### Incident Summary List

**\*\* For official use only \*\***

Reporting Period: 07/01/12 - 10/10/12

	Brown Deer Police Department	Total
Deer Run 9425 N 49 <sup>th</sup> St		
Follow Up	1	1
Motor Vehicle Theft	1	1
ROPE Program	1	1
<b>Total</b>	<b>3</b>	<b>3</b>



*Brown Deer Police Department*  
4800 West Green Brook Drive | Brown Deer, WI 53223 | Phone: (414) 371-2900

Wednesday, March 6, 2013  
2:30:31 pm

### Incident Summary List

\*\* For official use only \*\*

Reporting Period: 06/24/12 - 12/29/12

	Brown Deer Police Department	Total
Deer Run 9449 N 49 <sup>th</sup> St		
911 Hang ups & Unfounded	1	1
Fire Alarm	1	1
Noise Complaint	1	1
Request For Assistance-Citizen	1	1
Rescue/BLS	1	1
<b>Total</b>	<b>5</b>	<b>5</b>



Incident Summary List

\*\* For official use only \*\*

Reporting Period: 01/02/12 - 12/30/12

Green Court Apartments 4185 W. Schroeder  
 Dr.

	Brown Deer Police Department	Total
911 Hang up	2	2
911 Hang ups & Unfounded	3	3
Accident/PDO	1	1
Alarm	2	2
All Others	1	1
BLS	1	1
Chapter 51	1	1
Check on the Welfare	1	1
Conveyance	2	2
Damage to Property	2	2
Death	1	1
Disorderly Conduct	7	7
Domestic Violence	1	1
Escort	1	1
Family Trouble	1	1
Fire Alarm	27	27
Fire Call	1	1
Follow Up	4	4
Fraud	2	2
General Investigation	1	1
Lockout	1	1
Noise Complaint	2	2
Parking Complaint	5	5
Parking Trouble	1	1



*Brown Deer Police Department*  
4800 West Green Brook Drive | Brown Deer, WI 53223 | Phone: (414) 371-2900

Wednesday, March 6, 2013  
2:04:14 pm

### Incident Summary List

**\*\* For official use only \*\***

Reporting Period: 01/02/12 - 12/30/12

	Brown Deer Police Department	Total
REQUEST FOR ASSISTANCE - CITIZ	1	1
Request For Assistance-Citizen	1	1
Rescue/BLS	51	51
Suspicious Activity	6	6
Telephone Complaint	1	1
Theft	11	11
Trespassing	3	3
Village Hand Deliveries	1	1
WCHK	1	1
<b>Total</b>	<b>147</b>	<b>147</b>



**Incident Summary List**

**\*\* For official use only \*\***

Reporting Period: 01/02/12 - 12/27/12

**Green Court Apartments  
 4141 W. Schroeder Dr**

	Brown Deer Police Department	Total
All Others	1	1
Burglary	2	2
Conveyance	1	1
Damage to Property	1	1
Disorderly Conduct	2	2
Family Trouble	2	2
Fire Alarm	27	27
Follow Up	8	8
Juvenile	1	1
Missing	1	1
Motor Vehicle Theft	1	1
Noise Complaint	4	4
PATIENT ASSISTANCE	1	1
Rescue/BLS	6	6
Sex Offense	1	1
Special Assignment	1	1
Suspicious Activity	1	1
Telephone Complaint	1	1
Theft	1	1
Vehicle Theft	1	1
<b>Total</b>	<b>64</b>	<b>64</b>



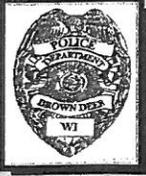
Incident Summary List

\*\* For official use only \*\*

Reporting Period: 01/02/12 - 12/31/12

Northpointe Apartments

	Brown Deer Police Department	Total
911 Hang ups & Unfounded	4	4
Abandoned Vehicle	4	4
Building Checks	1	1
Burglary	2	2
Chapter 51	1	1
Check on the Welfare	3	3
Controlled Substance	3	3
Damage to Property	1	1
Disorderly Conduct	3	3
Domestic Violence	6	6
Entry to Vehicle	8	8
Fire Alarm	23	23
Follow Up	11	11
Found Property	1	1
Fraud	1	1
Juvenile Complaint	1	1
Missing	1	1
Motor Vehicle Theft	2	2
Noise Complaint	9	9
Parking Complaint	2	2
Request By Other Dept	7	7
Request For Assistance-Citizen	4	4
Rescue/BLS	16	16
Restraining Order	2	2



*Brown Deer Police Department*  
4800 West Green Brook Drive | Brown Deer, WI 53223 | Phone: (414) 371-2900

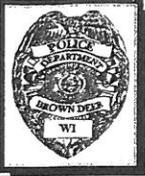
Thursday, March 14, 2013  
10:54:03 am

### Incident Summary List

**\*\* For official use only \*\***

Reporting Period: 01/02/12 - 12/31/12

	Brown Deer Police Department	Total
Suspicious Activity	6	6
Telephone Complaint	2	2
Theft	4	4
Traffic Stop	2	2
Trespassing	2	2
Watch Around	1	1
<b>Total</b>	<b>133</b>	<b>133</b>



Incident Summary List

\*\* For official use only \*\*

Reporting Period: 01/11/12 - 12/31/12

	Brown Deer Police Department	Total
Park Plaza Condominiums		
Abandoned Vehicle	1	1
Animal Complaints	1	1
Check on the Welfare	4	4
Controlled Substance	1	1
Death	1	1
Disorderly Conduct	2	2
Domestic Violence	1	1
Driving Complaint	1	1
FI Stop	1	1
Fire Alarm	3	3
Follow Up	5	5
Fraud	1	1
Lockout	1	1
Motor Vehicle Theft	1	1
Noise Complaint	7	7
Parking Complaint	21	21
Parking Trouble	1	1
Rescue/BLS	5	5
Suspicious Activity	4	4
Theft	2	2
Vehicle Complaint	1	1
Warrant	1	1
Watch Around	1	1
<b>Total</b>	<b>67</b>	<b>67</b>



Incident Summary List

\*\* For official use only \*\*

Reporting Period: 01/02/12 - 12/29/12

	Brown Deer Police Department	Total
8993 Park Plaza Apartment Building		
911 Hang ups & Unfounded	3	3
Animal Complaints	2	2
Conveyance	1	1
Domestic Violence	1	1
Fire Call	1	1
Follow Up	1	1
Motor Vehicle Theft	1	1
Neighbor Comp/Trouble	2	2
Noise Complaint	3	3
Request For Assistance-Citizen	1	1
Rescue/BLS	5	5
Vehicle Complaint	1	1
<b>Total</b>	<b>22</b>	<b>22</b>



### Incident Summary List

**\*\* For official use only \*\***

Reporting Period: 01/14/12 - 12/25/12

	Brown Deer Police Department	Total
8989 Park Plaza Apartment Building		
Abandoned Vehicle	3	3
Assault	1	1
Check on the Welfare	1	1
Controlled Substance	1	1
Conveyance	1	1
Disabled Vehicle	1	1
Domestic Violence	1	1
Follow Up	5	5
Motor Vehicle Theft	2	2
Rescue/BLS	3	3
Special Assignment	4	4
Suspicious Activity	1	1
Village Hand Deliveries	2	2
<b>Total</b>	<b>26</b>	<b>26</b>



### Incident Summary List

**\*\* For official use only \*\***

Reporting Period: 01/20/12 - 08/24/12

#### 8951 Park Plaza Apartment Building

	Brown Deer Police Department	Total
Accident/PDO	1	1
Animal Complaints	1	1
Assault	1	1
Chapter 51	1	1
Check on the Welfare	2	2
Domestic Violence	2	2
Family Trouble	1	1
Follow Up	8	8
Lockout	1	1
Neighbor Comp/Trouble	1	1
Noise Complaint	2	2
Request For Assistance-Citizen	1	1
Rescue/BLS	2	2
Suspicious Activity	2	2
Theft	1	1
Warrant	1	1
<b>Total</b>	<b>28</b>	<b>28</b>



*Brown Deer Police Department*  
4800 West Green Brook Drive | Brown Deer, WI 53223 | Phone: (414) 371-2900

Wednesday, March 6, 2013

2:43:13 pm

### Incident Summary List

**\*\* For official use only \*\***

Reporting Period: 01/14/12 - 12/06/12

	Brown Deer Police Department	Total
8945 Park Plaza Apartment Building		
Abandoned Vehicle	2	2
Check on the Welfare	1	1
Death	1	1
Disorderly Conduct	1	1
Domestic Violence	2	2
Family Trouble	1	1
Follow Up	6	6
Request By Other Dept	1	1
Request For Assistance-Citizen	2	2
Rescue/BLS	3	3
Shots Fired	1	1
Special Assignment	1	1
Suspicious Activity	1	1
Telephone Complaint	1	1
Theft	2	2
Vehicle Complaint	1	1
<b>Total</b>	<b>27</b>	<b>27</b>



*Brown Deer Police Department*  
4800 West Green Brook Drive | Brown Deer, WI 53223 | Phone: (414) 371-2900

Wednesday, March 6, 2013

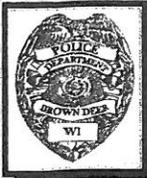
2:42:08 pm

### Incident Summary List

**\*\* For official use only \*\***

Reporting Period: 01/21/12 - 12/19/12

	Brown Deer Police Department	Total
8907 Park Plaza Apartment Building		
Abandoned Vehicle	2	2
Animal Complaints	2	2
Damage to Property	1	1
Disorderly Conduct	1	1
Family Trouble	1	1
Follow Up	2	2
Noise Complaint	1	1
Rescue/BLS	2	2
<b>Total</b>	<b>12</b>	<b>12</b>



*Brown Deer Police Department*  
4800 West Green Brook Drive | Brown Deer, WI 53223 | Phone: (414) 371-2900

Wednesday, March 6, 2013  
2:40:23 pm

### Incident Summary List

**\*\* For official use only \*\***

Reporting Period: 03/20/12 - 12/31/12

	Brown Deer Police Department	Total
8901 Park Plaza Apartment Building		
Abandoned Vehicle	2	2
Burglary	1	1
Damage to Property	2	2
Disabled Vehicle	1	1
Domestic Violence	1	1
FI Stop	1	1
Fire Alarm	1	1
Follow Up	6	6
Noise Complaint	1	1
Rescue/BLS	2	2
Restraining Order	1	1
Robbery	1	1
Sudden Death	1	1
Telephone Complaint	1	1
Trespassing	3	3
<b>Total</b>	<b>25</b>	<b>25</b>



**Incident Summary List**

**\*\* For official use only \*\***

Reporting Period: 01/01/12 - 12/30/12

River Place Apartments	Brown Deer Police Department	Total
911 Hang ups & Unfounded	11	11
Abandoned Vehicle	5	5
All Others	1	1
Animal Complaints	2	2
Building Checks	2	2
Burglary	4	4
Check on the Welfare	2	2
Controlled Substance	2	2
Damage to Property	5	5
Disorderly Conduct	13	13
Domestic Violence	6	6
Family Trouble	3	3
FI Stop	1	1
Fire Alarm	1	1
Fire Call	2	2
Follow Up	13	13
Follow Up Investigation	1	1
Found Property	1	1
Gas Leak	1	1
Hit and Run	1	1
Juvenile	1	1
Juvenile Complaint	4	4
Liquor Law Violation	1	1
Lost Property	1	1



**Incident Summary List**

**\*\* For official use only \*\***

Reporting Period: 01/01/12 - 12/30/12

	Brown Deer Police Department	Total
Missing	2	2
Missing Person	1	1
Noise Complaint	12	12
Parking Complaint	96	96
Parking Trouble	9	9
Request For Assistance-Citizen	6	6
Rescue/BLS	36	36
Restraining Order	4	4
Special Assignment	1	1
Suspicious Activity	6	6
Telephone Complaint	7	7
Theft	3	3
Traffic Stop	1	1
Vehicle Complaint	3	3
Warrant	4	4
Watch Around	1	1
Weapons Complaint	1	1
<b>Total</b>	<b>277</b>	<b>277</b>



*Brown Deer Police Department*  
4800 West Green Brook Drive | Brown Deer, WI 53223 | Phone: (414) 371-2900

Thursday, March 14, 2013  
11:13:43 am

### Incident Summary List

**\*\* For official use only \*\***

Reporting Period: 01/11/12 - 12/08/12

## Riverside Condominiums

	Brown Deer Police Department	Total
Disorderly Conduct	3	3
Juvenile	1	1
Parking Complaint	2	2
Suspicious Activity	3	3
Theft	1	1
Vehicle Complaint	1	1
<b>Total</b>	<b>11</b>	<b>11</b>



**Incident Summary List**

**\*\* For official use only \*\***

Reporting Period: 01/07/12 - 12/24/12

	Brown Deer Police Department	Total
Stratford Village		
911 Hang ups & Unfounded	1	1
Alarm	1	1
Auto Lockout	1	1
Building Checks	2	2
Burglary	8	8
Damage to Property	2	2
Disorderly Conduct	1	1
Domestic Violence	2	2
FI Stop	2	2
Fire Alarm	2	2
Follow Up	14	14
Hit and Run	1	1
Noise Complaint	2	2
Parking Complaint	6	6
Request By Other Dept	3	3
Request For Assistance-Citizen	4	4
Rescue/BLS	3	3
Road Hazard	1	1
Robbery	1	1
Special Assignment	1	1
Suspicious Activity	7	7
Telephone Complaint	1	1
Theft	4	4
Traffic Stop	4	4



*Brown Deer Police Department*  
4800 West Green Brook Drive | Brown Deer, WI 53223 | Phone: (414) 371-2900

Friday, March 8, 2013  
12:39:24 pm

### Incident Summary List

**\*\* For official use only \*\***

Reporting Period: 01/07/12 - 12/24/12

	Brown Deer Police Department	Total
Vehicle Complaint	1	1
Village Hand Deliveries	1	1
Warrant	3	3
Watch Around	2	2
<b>Total</b>	<b>81</b>	<b>81</b>



*Brown Deer Police Department*  
4800 West Green Brook Drive | Brown Deer, WI 53223 | Phone: (414) 371-2900

Wednesday, March 6, 2013  
2:15:43 pm

### Incident Summary List

**\*\* For official use only \*\***

Reporting Period: 02/28/12 - 12/28/12

#### Tudor Park Apartments

	Brown Deer Police Department	Total
911 Hang ups & Unfounded	2	2
Fraud	1	1
Parking Complaint	2	2
Request For Assistance-Citizen	1	1
Rescue/BLS	12	12
Theft	1	1
<b>Total</b>	<b>19</b>	<b>19</b>