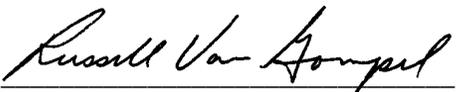


VILLAGE BOARD MEETING
Monday, May 21, 2012
Earl McGovern Board Room, 6:30 P.M.



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. Recess into Closed Session pursuant to §19.85 (1) (c) 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.
- III. Reconvene into Open Session for the Regular Order of Business (estimated to start at 7:30 p.m.)
- IV. Pledge of Allegiance
- V. Persons Desiring to be Heard
- VI. Consideration of Minutes: April 17, 2012 Special Informational Meeting
May 7, 2012 – Regular Meeting
- VII. Committee Reports
 - A) Building Board - Trustee Weddle-Henning
 - B) Beautification Committee – Trustee Oates
 - 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
 - J) Finance and Public Works Committee – Trustee Oates
 - 1) Award Bids for 2012 Police Squad Purchase
 - 2) Award Bids for the 2012 Street Reconstruction Program
 - 3) Award Bids for the 2012 Asphalt Hot-In-Place Recycling Project
 - 4) NR 216 Report
 - 5) MMSD Chapter 13 Report
 - 6) Consideration of Vouchers
 - K) Personnel Committee – Trustee Baker
 - 1) Electronic Communication and Information Systems Policy
- VIII. Unfinished Business
- IX. New Business
 - A) Amendment to the Market Place Fifth Supplemental Development Agreement to allow a Sign Variance for The Tile Shop
 - B) “Our Brown Deer” Magazine
 - C) Rotation of Trustee Committee Assignments
- X. Committee Appointments/Trustee Assignments
- XI. Village President’s Report
- XII. Village Manager’s Report
- XIII. Adjournment


Russell Van Gompel, Village Manager
May 17, 2012

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



REQUEST FOR CONSIDERATION

COMMITTEE:	Village Board
ITEM DESCRIPTION:	Closed Session
PREPARED BY:	Russell Van Gompel, Village Manager <i>R V- Gompel</i>
REPORT DATE:	May 17, 2012
EXPLANATION:	<p>The Personnel Committee is requesting a closed session at the start of the May 21 Village Board meeting. The schedule will allow the citizen of the Personnel Committee, Don Druckrey to attend. The Committee would like to discuss the status and process to complete the performance evaluation of the Village Manager.</p> <p>The agenda for the meeting notices that the start of the Regular Order of Business will begin at 7:30.</p>

BROWN DEER VILLAGE BOARD
APRIL 17, 2012
SPECIAL INFORMATIONAL MEETING MINUTES
HELD AT THE DEAN MIDDLE SCHOOL CAFETERIA

The meeting was called to order by Village Manager Van Gompel at 6:31 P.M.

I. Roll Call

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

Also Present: Russell Van Gompel, Village Manager; Matt Janecke, Assistant Village Manager; Chief Steven Rinzel, Brown Deer Police Department; Lieutenant Lisa Kumbier, Brown Deer Police Department; Larry Neitzel; Operations Superintendent

II. Public Information Meeting on Pedestrian and Vehicle Safety along North 60th Street from West Bradley Road north to West Dean Road

Mr. Van Gompel introduced the Village Board members and staff. He outlined the process to be followed for the public meeting and requested that persons complete the form provided at the check-in table. Persons will be called to speak based on the options an opportunity will be given for additional comments after the persons have been called forward. He then introduced Mr. Neitzel.

Mr. Neitzel provided a power point presentation outlining the options for pedestrian and vehicle safety along North 60th Street, the crash history of the street, study results, study recommendations, estimated costs associated with each option, and the effect of each option on pedestrian and vehicle flow.

Mr. Van Gompel stated option one, a school safety zone was approved by the Village Board and included adding additional signage for enforcement of higher fines for traffic violations, coordinating a safety-training program for drivers and pedestrians, and conducting seasonal enforcement patrols.

Louis Hopkins, 8116 North 61st Street, Brown Deer, spoke in favor of having a three-way stop at the intersections of Tower Avenue and 60th Street and Fairlane and 60th Street. He noted his daughter plays sports at the campus and uses the crosswalk at Tower Avenue and 60th Street.

Dorthy Hopkins, 8116 North 61st Street, Brown Deer, mentioned that it appears the Village is in favor of keeping the flow of traffic along 60th Street and she is in favor of stopping traffic with a three-way stop at the intersection of Tower Avenue and 60th Street. She also made mention to bringing down the speed limit from 35 mph.

Mr. Van Gompel interjected and asked the public if they would refrain from asking questions until the end of the presentation. He continued to note that the number one goal of staff is to address pedestrian safety and not to maintain the flow of traffic. The police department and public works have looked into this issue, and public safety is echoed by those two departments. The intention of the informational meeting is to provide information and receive comments from the public.

Beth Shepard, 6310 West Arch Avenue, Brown Deer, expressed her concern with leaving the subdivision if there was a cul-de-sac on Tower Avenue west of North 60th Street.

Beth Shepard opined that if Tower Avenue is closed with a cul-de-sac it will push all the pedestrian traffic to Fairlane Avenue and 60th Street and the same problem will still exist at the Fairlane Avenue crosswalk.

Mr. Van Gompel asked if the public would use the micro-phone in order for staff to record comments being made to use as informational pieces for future decision making processes. He further asked residents to state their name and address.

Larry Kornblum, 8214 North 55th Street, Brown Deer, asked if “rumble strips” were a viable option at the intersection of Tower Avenue and 60th Street. Mr. Neitzel addressed Mr. Kornblum’s question by stating that nearby residents would not appreciate the noise the “rumble strips” make. Mr. Kornblum continued to note the problem with cars lining the street on 55th Street for special events and suggested limiting the parking space along that street.

James Artal, 8035 North 61st Street, Brown Deer, commented on his experiences biking and walking on 60th Street and suggested using flashing traffic signals that activated by touch and also reducing the speed limit from 35 mph to 25 mph. He also suggested adding crossing guards to the intersection of Tower Avenue and 60th Street due to the amount of pedestrian traffic and accidents. He continued to explain that after one incident of a car passing him in close proximity he approached a police officer parked in the high school parking lot and asked him about the laws of pedestrians in the cross walk. He mentioned never seeing a police office conducting enforcement patrols in the area again.

Chief Rinzel assured the public his officers patrol the area heavily and have issued 27 tickets year-to-date for various traffic violations. Most attention is paid to the area during the morning and afternoon when there is the most traffic, and noted one accident is too much. Of the 16 accidents since 2009, six occurred during a non-school zone time, but that the area is patrolled heavily but not at all times.

Margaret Rezel, 8094 North 62nd Street, asked how will she be able to leave the subdivision if Tower Avenue is closed with a cul-de-sac. She has senior aerobics at 8:00 a.m., and closing Tower Avenue will make it difficult for her to leave the subdivision. She continued to add, the problem with the speed of traffic has to do with the four lanes on 60th Street from Bradley Road to Tower Avenue.

Robert Oates, 8185 North 61st Street, Brown Deer, noted that he is a Village Trustee and spoke about his close calls an incident whil crossing 60th Street at Fairlane Avenue on the way home from a football game at the high school. Having experienced these close calls prompted him to raise the question to the Village Board about pedestrian safety along 60th Street.

Jamie Awe, 6287 West Villa Lane, Brown Deer, commented on living in Brown Deer and that he was in favor of reducing the speed from 35 mph to either 30 or 25 mph.

Dorthy Hopkins commented that she is directly affected with any change to 60th Street and is in favor of reducing the speed limit and also suggested having more signage with more enforcement.

Larry Kornblum asked if staff considered having traffic signals at 60th Street and Tower Avenue. Mr. Neitzel referred to past public meetings and the consensus from those meetings was not to have traffic signals at that intersection.

Marsha Jones, 6305 West Arch Avenue, Brown Deer, noted her and her husband are against closing Tower Avenue with a cul-de-sac because Fairlane Avenue already gets backed-up in the morning and closing Tower Avenue will only add to the problem. She is not against removing the bus stops.

Jamie Awe noted some of the problem lies with the students not paying attention when crossing 60th Street, and is in favor of any safety training program.

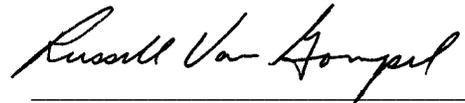
James Artal asked about having a crossing guard at Tower Avenue and suggested having a stop sign to stop traffic on 60th Street. Mr. Neitzel replied to the question of having crossing guards at Tower Avenue by stating it only addresses the times when students are present.

Dorothy Hopkins favors having a three-way stop at the intersection of Tower Avenue and 60th Street with increased police enforcement. Having a three-way stop brings all parties to a stop and allows for pedestrians to cross 60th Street safely and increased police enforcement will show drivers signage must be obeyed.

Mary Witman, 8162 North 61st Street, Brown Deer, commented that if the area is to become a school safety zone the speed limit needs to be reduced to 20 mph between Bradley and Dean Roads in order to calm traffic. Additionally, increased police enforcement would help show drivers the Village is serious about slowing traffic along 60th Street. She further noted she was against removing the bus stop except for Tower Avenue because some of the students at the high school use public transportation, in favor of having no turns on to Tower with doubling of fines, and not in favor of having a cul-de-sac on Tower Avenue.

XI. Adjournment

The public hearing was adjourned at 7:50 p.m.



Russell Van Gompel, Village Manager

BROWN DEER VILLAGE BOARD
May 7, 2012 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE

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

I. Roll Call

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

Also Present: Russell Van Gompel, Village Manager; Matt Janecke, Assistant Village Manager; Lieutenant Lisa Kumbier, Brown Deer Police Department; Chief Steven Rinzel, Brown Deer Police Department; Bridget Souffrant, Treasurer/Comptroller; John Fuchs, Village Attorney; Nate Piotrowski, Community Development Director; Larry Neitzel, Operations Superintendent; Mike Rau, Water Department Superintendent

II. Pledge of Allegiance

III. Persons Desiring to be Heard

None.

IV. Consideration of Minutes: April 16, 2012 – Regular Meeting

It was moved by Trustee Boschert and seconded by Trustee Springman to approve the minutes of the April 16, 2012 regular meeting. The motion carried unanimously.

V. Unfinished Business

None.

VI. New Business

A) Resolution No. 12 -, "A Resolution Commending Kathleen Schilz as Brown Deer Citizen of the Year"

President Krueger formally presented the resolution and recognized Ms. Schilz for her involvement in the community.

It was moved by Village President Krueger and seconded by Trustee Weddle-Henning to approve Resolution No. 12-, "A Resolution Commending Kathleen Schilz as Brown Deer Citizen of the Year". The motion carried unanimously.

B) Purchase Valve Maintenance Trailer and Agreement

Mr. Van Gompel introduced the item by stating this item is in the 2012 Water Utility Budget and the purchase is for one-half of a valve turning machine. The other half would be paid for by the Mequon Water Utility. Mr. Rau added two bids were received; one by Hurco and the other from Wachs. The recommendation of the Water Commission and staff is to purchase the Wachs machine because of their long term standing within the industry and number of options included in the purchase price. Previously, summer help was used to perform exercising of valves, with the purchase of the valve turning machine allows Village staff to perform more valve maintenance which would prove its worth to the Village by reducing overall valve maintenance costs.

Trustee Oates asked if a staff considered purchasing a used valve turning machine as opposed to a new

machine. Mr. Rau addressed the question by stating the market for finding this type of equipment in good condition is difficult, and it is in the Village's best interest to purchase new. Recent development in technology has improved operations by adding automation of tasks, improving safety, and improving asset management.

It was moved by Trustee Schilz and seconded by Trustee Oates to enter into a cost share agreement with the Mequon Water Utility for the purchase of a Valve Turning Machine. The motion carried unanimously.

C) Traffic Improvements along North 60th Street

Mr. Van Gompel explained the item was placed on the agenda for consideration by the Village Board. The most notable comment made by the public was to reduce the speed limit on 60th Street. Mr. Van Gompel recommended that the item be referred back to the Traffic & Public Safety Committee for consideration and input.

Trustee Weddle-Henning asked if staff performed any more analysis to see whether or not the intersection of 60th Street and Tower Avenue warranted a three-way stop. Staff's response was the intersection does not warrant the placement of a three-way stop.

It was moved by Village President Krueger and seconded by Trustee Springman to refer the agenda item for Traffic Improvements along North 60th Street back to the Traffic and Public Safety Committee for their review and possible recommendations. The motion carried unanimously.

D) Site Plan for Office/Retail Building, 5506 – 5530 West Brown Deer Road

Mr. Piotrowski introduced the topic stating the Barry Company is proposing to construct a 13,500 square foot office and retail building at the northwest corner of 55th Street and Brown Deer Road. The site is currently vacant and was previously the location of two single-family residential structures. The Concentra offices would comprise 7,000 square feet and the remainder of the space could be divided as needed for future retail or office tenants as allowed by code. The proposed site plan is consistent with Village design intent and the land use is compatible with the existing zoning. The Plan Commission and staff favorably recommend the site plan to the Village Board. Jim Barry, The Barry Company, and Dominic Ferrante, Brioh Construction, were in attendance to answer any questions.

Trustee Boschert asked if Concentra will be the owner and if the site plan allows the correct number of parking spaces for the site. Mr. Piotrowski responded saying that Concentra is the leasee and The Barry Company is the owner/developer. He addressed Trustee Boschert's second question by stating the site plan calls for 78 parking spaces, exceeding the required 72 parking stalls the zoning code requires.

Mr. Ferrante gave a short presentation on the site plan.

Trustee Krueger asked if the pond in front of the building will be a wet pond. Mr. Ferrante replied the pond in front of the building will be a wet pond and have a maximum depth of four feet in the middle.

Mr. Piotrowski provided background to past Village practices in regards to fencing around retention ponds, noting that they are viewed as an attractive nuisance.

Trustee Oates asked if the landscaping plans will be reviewed by the Beautification Committee. Mr. Piotrowski responded by stating that plans will be submitted to the Beautification Committee.

Trustee Schilz asked how the remaining 6,000 square feet will be filled. Mr. Piotrowski said that it is ultimately up to the developer, but he sees it being filled with a compatible retailer to Concentra. He further noted the zoning for the property is B3 (Commercial).

It was moved by Trustee Schilz and seconded by Trustee Baker to approve the Site Plan for an office/retail building at 5506-5530 West Brown Deer Road. The motion carried unanimously.

E) Certified Survey Map, 5506 – 5530 West Brown Deer Road

Mr. Van Gompel commented that this item relates to the previous item and has a favorable recommendation from the Plan Commission and staff. The Barry Company is seeking to combine two parcels of land at the northwest corner of 55th Street and Brown Deer Road in order to facilitate the development of their office and retail building.

It was moved by Trustee Schilz and seconded by Trustee Baker to approve the Certified Survey Map, 5506-5530 West Brown Deer Road. The motion carried unanimously.

F) Certified Survey Map, 9001 North Green Bay Road

Mr. Piotrowski introduced and stated Community Television of Wisconsin LLC (FOX 6); the owners of property at 9001 North Green Bay Road are seeking to modify a property boundary between the existing FOX 6 Studio and a vacant piece of land to the north. The proposed Certified Survey Map calls for the property line to move 46.64 feet to the north in order to remove it from conflict with the existing helipad and fencing. Fox 6 wishes to retain the helipad and in order to meet appropriate setbacks for future development of the vacant land, the property line needs to be moved. The Plan Commission and Staff gave it a favorable recommendation.

It was moved by Trustee Schilz and seconded by Trustee Baker to approve the Certified Survey Map, 9001 North Green Bay Road. The motion carried unanimously.

G) Temporary Class “B” Retailers License for Brown Deer Granville Chamber events

Mr. Van Gompel provided background information on the request stating the Brown Deer Granville Chamber of Commerce has applied for a Temporary Class “B” Retailer’s License, referred to as a “Picnic License”, for two events on June 21, 2012 and August 16, 2012. Both events will be held in Village Park.

It was moved by Village President Krueger and seconded by Trustee Boschert to approve the Temporary Class “B” Retailer’s License for Brown Deer Granville Chamber events on June 21, 2012 and August 16, 2012. The motion carried unanimously.

H) Ordinance No. 12 -,”An Ordinance Relating to Variation and Special Exceptions”

Attorney Fuchs explained the ordinance is merely a housekeeping item allowing the Village Board to grant variances through the Board of Appeals and brings the Village’s ordinance up-to-date with state statute.

It was moved by Trustee Springman and seconded by Trustee Weddle-Henning to approve Ordinance No. 12-“An Ordinance Relating to Variation and Special Exceptions”. The motion carried unanimously.

I) Preliminary Assessment Resolution for TID #2 Street Lighting

Mr. Van Gompel provided background information on the Preliminary Assessment Resolution and reviewed the purpose of establishing a preliminary resolution. He noted this is another housekeeping item setting the public hearing for June 4, 2012 at 6:30 p.m.

It was moved by Trustee Oates and seconded by Trustee Boschert to approve the Preliminary Assessment Resolution for TID #2 Street Lighting. The motion carried unanimously.

J) Preliminary Assessment Resolution for North 37th Street Ditch Rehabilitation Project

Mr. Van Gompel noted this agenda item is similar to the previous item and is for the purpose of setting a public hearing for June 4, 2012 at 6:45 p.m.

It was moved by Village President Krueger and seconded by Trustee Weddle-Henning to approve a Preliminary Assessment Resolution for the North 37th Street Ditch Rehabilitation Project. The motion carried unanimously.

K) Status of Dean Road Reconstruction Project

Mr. Piotrowski reported staff is currently working with Ayres Associates to prepare options for presentation at a public meeting to identify a preferred design option for the reconstruction of Dean Road. Four options were presented. He continued to report that if the options are suitable to the Board, it is Staff's intention to schedule and conduct a public meeting to solicit feedback prior to the end of May. At the meeting, Staff would present the condition of Dean Road and reason for the reconstruction along with the pros, cons and cost of each option.

Trustee Oates asked about the approval for the engineering costs. Mr. Piotrowski noted that the engineering costs were approved as part of the 2010 Budget. Staff feels that Dean Road is in poor condition and in need of repair. Trustee Weddle-Henning asked if this is a project budgeted for 2012. Mr. Piotrowski replied the reconstruction project for Dean Road is scheduled for this year, and Staff has tentatively scheduled the project for fall. Trustee Weddle-Henning further commented that it would be nice to apply the possible grant money from the Safe Routes to School Program towards this project.

A discussion ensued about the possibility of realizing the Safe Routes to School Program, design options for the project and a possible joint meeting between the Village Board and the School District.

It was determined that a joint meeting between the Village Board and School District should be scheduled. Village President Krueger directed staff to schedule a meeting between the Village Board and Brown Deer School District Board to discuss this issue.

VII. Committee Appointments/Trustee Assignments

It was moved by President Krueger and seconded by Trustee Schilz to appoint Elizabeth Smith to the Beautification Committee; Margaret Jaberg to the Board of Appeals; Don Druckrey to the Personnel Committee; Dan Bednar, Ryan Schmitz and Al Walters to the Plan Commission; Dennis Lowder to the Police Commission; Roger Gordon, Mike Kass and Bob Wazniak to the Traffic and Public Safety Committee. The motion carried unanimously.

VIII. Village President's Report

Village President Krueger reported on the following:

- The ICC continues to work on an EMS contract with County Executive Abele
- Meeting with a sub-committee to discuss a new funding formula for the NSFD
- The Deer Run participants

IX. Village Manager's Report

Mr. Van Gompel reported on the following:

- The new Community Magazine – *Our Brown Deer*
- Elections taking place on May 8, 2012 and June 5, 2012
- Litigation relating to a vehicle and pedestrian accident along 60th Street

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

- (c) Considering employment, promotion or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility.
- (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.

It was moved by Trustee Springman and seconded by Trustee Weddle-Henning to recess into Closed Session at 8:35 p.m. The motion carried unanimously.

It was moved by Trustee Springman and seconded by Trustee Weddle-Henning to reconvene into Open Session at 9:16 p.m. The motion carried unanimously.

XI. Reconvene into Open Session for Possible Action on Closed Session Deliberations

No action necessary.

XII. Adjournment

It was moved by Trustee Springman and seconded by Trustee Oates to adjourn at 9:18 p.m. The motion carried unanimously.



Russell Van Gompel, Village Manager

BUILDING BOARD MEETING
Monday, May 21st, 2012
Earl McGovern Board Room, 4:00 P.M.



PLEASE TAKE NOTICE that a meeting of the Brown Deer Building 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 Persons Desiring to be Heard
- III Consideration of Minutes: May 7th, 2012
- IV Old Business
- V Plans Submitted for Consideration
 - A) Brown Deer Professional Center, Wall sign, 5600 W Brown Deer Road
 - B) Brown Deer Professional Center, Multiple tenant sign, 5600 W Brown Deer Road
 - C) Brown Deer Retail Concentra Building, Final Plan Review, 5506-30 W Brown Deer Road
- VI Adjournment

Dated: May 17nd, 2012

A handwritten signature in black ink that reads "Russell Van Gompel".

Russell Van Gompel, Village Clerk

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

**MINUTES OF THE MEETING OF THE
BROWN DEER BUILDING BOARD
HELD AT THE VILLAGE HALL –
4800 WEST GREEN BROOK DRIVE
ON MONDAY, May 7th, 2012**



The meeting was called to order at 4:05 p.m.

I ROLL CALL

Present: Lavern Nall, Chairperson; Tony Snow; Andrea Weddle-Henning; Tony Enea

Also Present: Nathaniel Piotrowski, Community Development Director; John Butz, Lemel Homes; Joe Lemel, Lemel Homes; and Pastor Nathaniel Johnson Jr., Homeowner.

II PERSONS DESIRING TO BE HEARD

None.

III CONSIDERATION OF MINUTES

It was moved by Mr. Nall seconded by Mr. Enea to approve the April 30th, 2012 minutes. The motion carried unanimously.

IV OLD BUSINESS

None

V PLANS SUBMITTED FOR CONSIDERATION

The following items were on the Agenda for review:

A) Lemel Homes, Inc. In-law suite addition, 4740 W Goodrich Lane

CONSIDERATION OF IN-LAW ADDITION, 4740 W GOODRICH LANE

John Butz and Joe Lemel from Lemel Homes and homeowner Pastor Nathaniel Johnson were present to submit plans for an In-law suite addition. Mr. Lemel stated that all materials will match existing home materials and colors. The plans were approved as submitted with one exception noted; a requirement to add 2'0" brick returns at West and East Elevations.

VII ADJOURNMENT

The meeting was adjourned at 4:15 p.m. The next regularly scheduled meeting is May 21st, 2012

Sarah Smith, Administrative Assistant
Village of Brown Deer

**BROWN DEER BEAUTIFICATION COMMITTEE
MAY 10, 2012 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by Committee Member Beverly Lieven at 6:30 P.M.

I. Roll Call

Present: Angie Baltz, Julie Cook-Quirk, Beverly Lieven, Elizabeth Smith

Also Present: Larry Neitzel, Superintendent of Public Works, Jill Kenda-Lubetski, Executive Secretary – Deputy Clerk

Excused: Trustee Oates, Sandy Manning

II. Persons Desiring to be Heard

None.

III. Consideration of Minutes: April 5, 2012 - Regular Meeting

It was moved by Julie Cook-Quirk and seconded by Angie Baltz to approve the April 5, 2012 regular meeting minutes. The motion carried unanimously.

IV. Review of Submitted Landscape Plans

None.

V. Report of Staff/Committee Members

None.

VI. Unfinished Business

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

Mr. Neitzel reported that he has secured the microphone and loudspeaker system from the Brown Deer Park and Recreation Department for the Arbor Day/Earth Day/Keep Greater Milwaukee Beautiful Clean-Up Day event. Ms. Cook-Quirk stated she has a karaoke machine that can be utilized.

Mr. Neitzel stated that Kim Sebastian will be attending the event and present the Tree City USA award.

Ms. Lieven reported that she will update the program.

Ms. Lieven reported that the Boy Scouts will be attending and will perform the flag ceremony and recite the Pledge of Allegiance.

Ms. Cook-Quirk stated that she received a \$40 gift card donated by Pick 'N Save for the purchase of snacks and beverages. Ms. Lieven, Ms. Smith and Ms. Cook-Quirk will meet early on Saturday morning to purchase items necessary for the event.

Ms. Kenda-Lubetski asked if invitations were mailed out to the Village Board, Adopt-A-Flowerbed participants, any previous landscape award winners, dignitaries, etc. She also asked if the media had been contacted.

All committee members stated they distributed their supply of posters promoting the event.

Ms. Cook-Quirk stated that she has created several Mugs for Hugs for Mother's Day that will be sale for \$10 each. Each mug consists of fresh annual flowers and greenery.

Ms. Kenda-Lubetski opined that if this event continues to grow that we should consider inviting the North Shore Health Department to have displays on environmental awareness, proper tick removal, composting guidelines, safe fish consumption, immunizations, etc.

Mr. Neitzel opined that the Committee should look to expand to an Environmental Committee for larger participation in forestry, storm water, recycling, etc. since all overlap and benefit each other. It may be that the Building Board would review landscaping plans with building plans as a simpler process for the developer.

A discussion ensued regarding the recent clean-up that occurred on the school grounds. Ms. Lieven was interested in how many pounds of garbage were collected, anything unusual found, etc.

B) Landscape Plan for 1884 School House Area

Mr. Neitzel reported that the Brown Deer Historical Society approved the landscaping plans for the area near the 1884 School House. These plans will be this year's Arbor Day tree planting. The project includes the planting of a Tulip Tree, Arrow Wood Trees, and a Redbud Tree. He also stated that the Historical Society was attempting to obtain some funding for the planting of a perennial/prairie planting bed area and the installation of an historic wooden fence with white stain.

C) Landscape Awards

The first winners for 2012 will be selected at the June Beautification Committee meeting. All committee members were reminded to come prepared to the meeting with pictures of the proposed property nominations and completed evaluation sheets.

D) Adopt-A-Flowerbed Areas and Signage

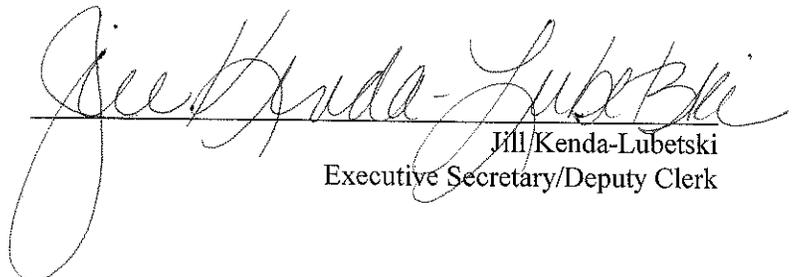
Mr. Neitzel reported that he should have the final design of the new Adopt-A-Flowerbed signage the week of May 14th.

VII. New Business

None.

VIII. Adjournment

It was moved by Julie Cook-Quirk and seconded by Elizabeth Smith to adjourn. The motion carried unanimously at 7:25 P.M.


Jill Kenda-Lubetski
Executive Secretary/Deputy Clerk

**BROWN DEER TRAFFIC AND PUBLIC SAFETY COMMITTEE
MAY 10, 2012 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE
BROWN DEER, WISCONSIN**

At 6:45 PM Trustee Boschert noted there was not a quorum present and the meeting of the Brown Deer Traffic and Public Safety Committee was cancelled.

I. ROLL CALL

Present: Trustee Boschert, Roger Gordon, Mike Kass

Absent: Trustee Weddle-Henning, Alicia Lemke, Bob Wazniak

Also Present: Steven C. Rinzel, Chief of Police; Lisa Kumbier, Lieutenant of Police; Nancy Hoppe, Executive Secretary to Chief of Police



Steven C. Rinzel, Chief of Police

BROWN DEER LIBRARY BOARD
May 14, 2012 MEETING MINUTES
HELD AT THE BROWN DEER PUBLIC LIBRARY
5600 WEST BRADLEY ROAD
(Unapproved)

The meeting was called to order by Board member Jeff Baker at 5:00 P.M.

I. Roll Call

Present: Board members: J. Baker, W. Jabas, K. Lewis-Williams, A. Lutz
Excused: G. Balistreri
Also Present: Joseph Rice, Library Director

II. Persons Desiring to be Heard

None.

III. Consideration of Minutes: April 2, 2012 – Regular Meeting

It was moved by A. Lutz and seconded by K. Lewis-Williams to approve the minutes of the April 2, 2012 regular meeting. The motion carried unanimously.

IV. Unfinished Business

The Director presented an update on the MCLFS/WPLC Overdrive/e-book program and discussed recent upgrades to improve the service.

The Director presented a progress report on the Bond Proceeds projects approved by the Library Board and the Village Board.

V. Library Director's Report

In addition to the written report, an update on personnel issues was provided including discussion of the current search for a part-time Library Assistant to fill a recently created vacancy due to a resignation.

VI. Friends of the Library Report

Plants purchased through the Friends Annual Plant Sale can be picked up May 19 between 10 & 12. The Annual Used Book Sale will be held August 23, 24 & 25 this year.

VII. New Business

A) Consideration of Vouchers

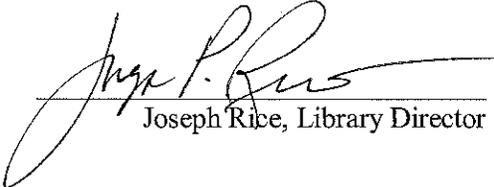
It was moved by W. Jabas and seconded by K. Lewis-Williams to approve the payment of the March/April 2012 vouchers. The motion carried unanimously.

B) Code of Conduct Policy updates

Due to some recent behavior problems with after-school students, the Director asked for a revision to the "Patron Rules of Conduct" to address specific issues. The Board expressed their support for the Director in his efforts to insure an appropriate level of behavior at the Library. The proposed updates were discussed and will be revisited at the June Library Board meeting.

VIII. Adjournment

Next meeting: June 11, 2012. *It was moved by W. Jabas and seconded by A. Lutz to adjourn at 5:40 P.M. The motion carried unanimously.*


Joseph Rice, Library Director

**BROWN DEER PLAN COMMISSION
MAY 14, 2012 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Krueger at 7:02 P.M.

I. ROLL CALL

Present: President Carl Krueger; Trustees: Jeff Baker, Tim Schilz; Commissioners: Ryan Schmitz, Susan Bellehumeur

Also Present: Russell Van Gompel, Village Manager; Nate Piotrowski, Community Development Director

Excused: Commissioners Dan Bednar, Bill Hoffmann, Jeff Jaroczynski

II. PERSONS DESIRING TO BE HEARD

None.

III. CONSIDERATION OF MINUTES: April 9, 2012 – Regular Meeting and April 30, 2012 – Special Meeting

It was moved by Commissioner Schmitz and seconded by Commissioner Bellehumeur to approve both the regular meeting minutes of April 9, 2012 and the special meeting minutes of April 30, 2012. The motion carried unanimously.

IV. REPORT OF STAFF/COMMISSION MEMBERS

Mr. Van Gompel reported that good progress was being made with new developments in the Village including the HHGregg, The Tile Shop and Bradley Crossing. He added that a court hearing was held last week related to the Original Village Streetscape adverse possession claim and noted that the Village is awaiting a ruling from the judge which was expected within the next seven days. Mr. Piotrowski reported that Shop on Sherman was now officially open for business.

V. UNFINISHED BUSINESS

None.

VI. NEW BUSINESS

A) Conceptual Review of commercial dance school at 9036 N. 51st Street

Mr. Piotrowski reviewed the proposal and introduced the applicant Jason Stammer. Mr. Stammer added that the building and landscaping for the site would be refreshed and that the interior would be completely remodeled. He stated that most of dance school activity happened between 4 p.m. and 9 p.m. during the school year.

President Krueger asked if the doors on the south side of the building would be used. Mr. Stammer replied that two of the doors would be filled in with new brick.

Commissioner Bellehumeur asked if the parking lot was to be replaced or expanded. Mr. Stammer indicated that this would not happen immediately but rather as part of a five year capital plan. Trustee Schilz stated that shared parking at the Village Pond lot was possible, however it was noted that during winter months the west of the lot was not regularly plowed.

It was consensus of the Plan Commission that the proposed land use was compatible with the surrounding area. No action was taken as the item must have a public hearing in June before a recommendation can be made.

VII. ADJOURNMENT

It was moved by Commissioner Schmitz and seconded by Commissioner Bellehumeur to adjourn at 7:30P.M. The motion carried unanimously.

Nate Piotrowski, Community Development Director

**BROWN DEER FINANCE AND PUBLIC WORKS COMMITTEE
MAY 9, 2012 REGULAR MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by Trustee Oates at 6:30 P.M.

I. ROLL CALL

Present: Trustees: Oates, Springman and Boschert; Citizen Members: Susan Glowinska, Galyn Bennett and Tom Lieven

Also Present: Susan Hudson Deputy Treasurer/Comptroller, Larry Neitzel, Superintendent of Public Works, and Jim Buske, GIS-Engineering Manager, John Graeber, Police Captain, Steve Rinzel, Police Chief.

Excused: Citizen Member Ray Erbe

II. PERSONS DESIRING TO BE HEARD

Jason Johnston from Veolia wanted to let the committee know that he is willing to work with the Village to keep the partnership that has been in place for the past five years. He stated he has given Larry Neitzel a contract proposal for 3 years, 5 years and 7 years. Mr. Neitzel stated he was looking for some feedback as how the committee would like to proceed with our waste collection. The choices are to negotiate a new contract with Veolia (current contractor) or go out for bids. Mr. Neitzel has had inquiries from Waste Management and John's Disposal. The Committee decided to have this information put on the next Village Board agenda.

III. CONSIDERATION OF MINUTES: April 4, 2012 – Regular Meeting

It was moved by Terry Boschert and seconded by Gary Springman to approve the minutes of the April 4, 2012 meeting. The motion carried with Tom Lieven abstaining.

IV. REPORT OF STAFF/COMMITTEE MEMBERS

Ms. Susan Hudson reported that the auditors are here this week. She also reported the staff seems to be adjusting to the new software and that she has run three payroll with only a few glitches.

Mr. Jim Buske stated that the relay program was on schedule.

Mr. Larry Neitzel stated that the 67th Street lift station controller went out and will cost \$4,500 to repair it.

Chief Rinzel stated that the Department was preparing for the accreditation process. He also stated he will be interviewing 10 candidates this week in hopes of hiring one entry level patrol officer that is currently vacant.

V. OLD BUSINESS

A) 2012 Police Squad bids

Captain John Graeber stated this year's purchase of squad cars for the police department involves addressing the issue of all new, redesigned police package vehicles being offered by most of the major vehicle manufacturers. He stated that their recommendation is not for the least expensive vehicle but that the reasons for the recommendation are significant enough to warrant it. The two main reasons they eliminated the Dodge Charger was visibility and rear seating area/prison transport. The police department is requesting that the Ford SUV Police Interceptor with front wheel drive be the future fleet vehicle for the Village of Brown Deer Police Department.

It was moved by Trustee Boschert and seconded by Susan Glowinska to recommend to the Village Board to

approve the purchase of (2) Ford SUV Police Interceptor FWD from Schmit Bros, which includes a trade-in value of \$10,000 but not to exceed purchase price of \$42,714. The motion carried unanimously.

VI. NEW BUSINESS

A) Request for Consideration for the 2012 Street Reconstruction Program

Mr. Buske stated that two (2) bids were received for the 2012 Street Reconstruction project. The amount of funding used for street reconstruction in 2012 is less than past years due to the fact that a portion of the budget is dedicated to the 2012 Asphalt Hot-In-Place Recycling Project. It is staff's recommendation for the contract to be awarded to Payne & Dolan, Inc. Payne & Dolan, Inc. has done the vast majority of asphalt paving for the Village during the last 32 years.

It was moved by Tom Lieven and seconded by Gayln Bennett to recommend to the Village Board to award the contract for the 2012 Street Reconstruction Program to Payne & Dolan, Inc. not to exceed the amount of \$132,497.80. The motion carried unanimously.

B) Request for Consideration for the 2012 Asphalt Hot-In-Place Recycling Project

Mr. Buske stated that one (1) bid was received for the 2012 Asphalt Hot-In-Place Recycling project. That vendor is Gallagher Asphalt Corporation who has been recycling asphalt pavement for the past 35 years. They have used this process to recycle pavements throughout the Midwest, including for Waukesha County, who has budgeted for miles of pavement recycling over the past several years, as well as the City of Mequon and the Village of Greendale. Recycling asphalt will cost the Village 65% less per square yard than the cost of repaving and an industry claim of about a 10 year life, while repaving has an estimated 20+ years of life.

It was moved by Trustee Boschert and seconded by Tom Lieven to recommend to the Village Board to award the contract for the 2012 Asphalt Hot-In-Place Recycling Project to Gallagher Asphalt Corp, not to exceed amount of \$71,040.00. The motion carried unanimously.

C) Review of NR216 Report

Mr. Neitzel stated that this is an annual report and there are no changes from prior years. The materials in this report provide historical information to track storm water compliance and improvements in the Village of Brown Deer. The report and letter was mailed to the Department of Natural Resources on March 31, 2012.

No action was taken on this item.

D) Review of MMSD Chapter 13 Report

Mr. Neitzel stated that this is an annual report to show activity of watershed. This report was submitted on March 31, 2012 along with the NR216 report to the Department of Natural Resources.

No action was taken on this item

E) March 2012 Financial Report

Ms. Hudson informed the Committee that this is the first monthly report from our new software and we are making adjustments to the format. It was recommended by a couple of committee members to save on paper if the report in the packets could be a summary report, but have the detail version emailed to them. Also, can the report show rated use and not budget used. Ms. Hudson stated she would look into their suggestions.

No action was taken on this item.

F) Consideration of Vouchers

It was moved by Trustee Boschert and seconded by Galyn Bennett to recommend that the Village Board approve the vouchers from March 30, 2012 to April 27, 2012 in the amount of \$868,472.41. The motion carried unanimously.

VII. ADJOURNMENT

It was moved by Tom Lieven and seconded by Trustee Springman to adjourn at 8:25 p.m. The motion carried unanimously.



Susan Hudson, Deputy Treasurer/Comptroller



REQUEST FOR CONSIDERATION

COMMITTEE: Finance and Public Works
ITEM DESCRIPTION: 2012 Squad Bids
PREPARED BY: Captain John Graeber
REPORT DATE: May 3, 2012
MANAGER'S REVIEW/COMMENTS: <ul style="list-style-type: none"><input type="checkbox"/> No additional comments to this report.<input type="checkbox"/> See additional comments attached.
RECOMMENDATION: To approve the purchase of two(2) SUV (Sports Utility Vehicle) police interceptors from Schmit Bros Ford, 925 E. Green Bay Rd. Saukville, WI. For the cost of \$26,357 per vehicle for a total of \$52,714. It is also recommended to approve the purchase of our trade-in vehicles by Schmit Bros Ford of Saukville for the amount of \$10,000.
EXPLANATION: This year's purchase of squad cars for the police department involves addressing the issue of all new, redesigned police package vehicles being offered by most of the major vehicle manufacturers. As a result of changes in the overall design and body styles of these vehicles there are major considerations that must be made when selecting the vehicle which, most likely, will serve our officers for the next decade, or possibly more as the Ford Crown Victoria has previously. The significance of making a proper initial selection for our replacement vehicle is recognized when it is considered that we will be purchasing quite a bit of new equipment to set up these vehicles. Generally, to change the vehicle you purchase for your fleet will cost you \$2,500 or more in new equipment for the changeover. Members of the department have attended trade shows and manufacturer presentations where the new lines of police service vehicles were unveiled and discussed by numerous dealership representatives. It is a result of our exposure to these new models and our assessment that we are making the recommendation presented above. We recognize that the recommendation is not for the least expensive vehicle we identified in our bid process, but we feel that the reasons for our recommendation are significant enough to warrant it. The following areas were strongly looked at prior to making the recommendation we are presenting: Suitability of the vehicle to all members of our police department who will spend many hours using this vehicle as a tool. Dangerous, or hazardous design aspects of the vehicle. Ability to have citizens who are taken into custody be placed into our vehicle, transported and removed from our vehicles under all conditions, in a manner that is both safe to the citizen and that of the officer. The ability to load, store and access the ever increasing amount of equipment that we are required to carry. To purchase a vehicle that is able to perform the demands we place on it due to our fleet characteristics. Functionality of the vehicle in terms of installing and operating the wide array of

equipment we currently use within our vehicles. Special use applications and considerations that apply to some of our vehicles (K9).

In addition to the above issues, we also looked at the economic considerations associated with each vehicle beyond its initial purchase. Operating costs over the life of the vehicle and trade-in values as reasonably expected by dealerships were also evaluated and tied into our recommendation.

After completing the assessments in numerous areas for each vehicle, it was decided to request the Ford SUV police interceptor with front wheel drive to be the future fleet vehicle for the Village of Brown Deer Police Department.

CURRENT FLEET INVENTORY

VILLAGE OF BROWN DEER ANNUAL BUDGET REQUEST

2012

VEHICLE INVENTORY ASSESSMENT

CURRENT SQUAD MILAGE AS OF 04-02-12

Village I.D. Number	Model, Year and Make of Vehicle	Vehicle Identification Number (V.I.N.)	Vehicle Mileage
1340	2007 Ford Expedition	1FMFU16557LA61257	54530
1341	2011 Ford Crown Victoria	2FABP7BV5BX148192	16469
1342	2011 Ford Crown Victoria	2FABP7BV7BX148193	27117
1343	2009 Ford Crown Victoria	2FAHP71V39X141859	80528
1344	2010 Ford Crown Victoria	2FABP7BV4AX131690	56538
1345	2004 Ford Crown Victoria K9	2FAFP71W74X136530	52892
1350	2007 Chevy Impala	2G1WB58K079293785	42916
1351	2011 Ford Taurus	1FAHP2DW2BG165833	11788
1352	2005 Ford Taurus	1FAFP53U85A283952	51009
1353	2010 Ford Crown Victoria	2FABP7BV6AX131691	9732
1354	2009 Chevy Impala	2G1WB57K591292294	29039

2012 SQUAD BID PACKAGES – BY COST, LOWEST TO HIGHEST

DEALER	MAKE	MODEL	BID	OFFERED TRADE	2 VEHICLES TOTAL	COST RANKING
EWALD CHRYSLER	DODGE	CHARGER – V6	\$23,400	\$3,000 \$6,500 \$9,500 TOTAL	\$23,400 X2 - \$9,500 \$37,300	1
SCHMIT BROS	FORD	POLICE INTERCEPTOR SEDAN	\$24,743	\$N/A \$N/A \$10,000 TOTAL	\$24,743 X2 - \$10,000 \$39,486	2
EWALD CHEVROLET	CHEVROLET	TAHOE – V8	\$24,944	\$3,000 \$6,500 \$9,500 TOTAL	\$24,944 X2 - \$9,500 \$40,388	3
EWALD FORD	FORD	POLICE INTERCEPTOR SEDAN	\$25,168	\$3,000 \$6,500 \$9,500 TOTAL	\$25,168 X2 - \$9,500 \$40,836	4
GRIFFIN FORD	FORD	POLICE INTERCEPTOR SEDAN	\$25,129	\$2,445 \$6,825 \$9,270 TOTAL	\$25,129 X2 - \$9,270 \$40,988	5
SCHMIT BROS	FORD	POLICE INTERCEPTOR SUV - FWD	\$26,357	\$N/A \$N/A \$10,000 TOTAL	\$26,357 X2 - \$10,000 \$42,714	6
EWALD FORD	FORD	POLICE INTERCEPTOR SUV - FWD	\$26,412	\$3,000 \$6,500 \$9,500 TOTAL	\$26,412 X2 - \$9,500 \$43,324	7
GRIFFIN FORD	FORD	POLICE INTERCEPTOR SUV - FWD	\$26,772	\$2,445 \$6,825 \$9,270 TOTAL	\$26,772 X2 - \$9,270 \$44,274	8
SCHMIT BROS	FORD	POLICE INTERCEPTOR SUV - AWD	\$31,055	\$N/A \$N/A \$10,000 TOTAL	\$31,055 X2 - \$10,000 \$52,110	9
5 CORNERS	DODGE	CHARGER – V8	\$28,191	NO BID	\$28,191 X2 - \$0 \$56,382	10
5 CORNERS	DODGE	CHARGER – V6	\$27,523	NO BID	\$27,523 X2 - \$0 \$55,046	11

2012 SQUAD BIDS – BY MAKE

DEALER	MAKE	MODEL	BID	OFFERED TRADE	² VEHICLES TOTAL	COST RANKING
GRIFFIN FORD	FORD	POLICE INTERCEPTOR SEDAN	\$25,129	\$2,445 \$6,825 \$9,270 TOTAL	\$25,129 X2 - \$9,270 \$40,988	5
GRIFFIN FORD	FORD	POLICE INTERCEPTOR SUV - FWD	\$26,772	\$2,445 \$6,825 \$9,270 TOTAL	\$26,772 X2 - \$9,270 \$44,278	8
EWALD FORD	FORD	POLICE INTERCEPTOR SEDAN	\$25,168	\$3,000 \$6,500 \$9,500 TOTAL	\$25,168 X2 - \$9,500 \$40,836	4
EWALD FORD	FORD	POLICE INTERCEPTOR SUV - FWD	\$26,412	\$3,000 \$6,500 \$9,500 TOTAL	\$26,412 X2 - \$9,500 \$43,324	7
SCHMIT BROS	FORD	POLICE INTERCEPTOR SEDAN	\$24,743	\$N/A \$N/A \$10,000 TOTAL	\$24,743 X2 - \$10,000 \$39,486	2
SCHMIT BROS	FORD	POLICE INTERCEPTOR SUV - FWD	\$26,357	\$N/A \$N/A \$10,000 TOTAL	\$26,357 X2 - \$10,000 \$42,714	6
SCHMIT BROS	FORD	POLICE INTERCEPTOR SUV - AWD	\$31,055	\$N/A \$N/A \$10,000 TOTAL	\$31,055 X2 - \$10,000 \$52,110	9
EWALD CHRYSLER	DODGE	CHARGER – V6	\$23,400	\$3,000 \$6,500 \$9,500 TOTAL	\$23,400 X2 - \$9,500 \$37,300	1
5 CORNERS	DODGE	CHARGER – V8	\$28,191	NO BID	\$28,191 X2 - \$0 \$56,382	10
5 CORNERS	DODGE	CHARGER – V6	\$27,523	NO BID	\$27,523 X2 - \$0 \$55,046	11
EWALD CHEVROLET	CHEVROLET	TAHOE – V8	\$24,944	\$3,000 \$6,500 \$9,500 TOTAL	\$24,944 X2 - \$9,500 \$40,388	3

SQUAD CAR BID SELECTION INFORMATION

DODGE ELIMINATED:

- GENERAL DISCUSSION
 - SIMILAR ATTRIBUTES AS IDENTIFIED BELOW
 - MAJOR REASON
 - VISIBILITY
 - REAR SEATING AREA/PRISONER TRANSPORT

SIZE & SUITABILITY (SEDANS VS SUV) :

- OFFICER SIZE W/ POLICE EQUIPMENT
 - FREQUENCY OF ENTERING & EXITING
 - BULLET PROOF VEST & SIDEARM & RADIO +6"
- POLICE EQUIPMENT INSTALLATION
 - VISIBILITY & AIR BAG ZONES
 - PASSENGER SEAT USE
 - COMPUTER SIZE
 - CONSOLES
- PRISONER TRANSPORT
 - POSITIONING OF REAR SEAT
 - PRISONER TRANSPORT SEAT VS FACTORY SEAT
 - CHANGE IN REAR CAGE DESIGN (FRONT PASSENGER IMPACT)
 - ALTERNATE TRANSPORT OPTIONS
- TRUNK STORAGE AND ACCESS TO EQUIPMENT
 - FLEET CHARACTERISTICS – NO SUPPORT VEHICLE ON ROAD
 - SPECIAL USE VEHICLE CONSIDERATIONS

COST COMPARISONS:

FORD SEDAN: \$ 24,743

\$ 201.00

TAHOE: \$ 24,944

\$ 1614.00

\$ 1413.00

FORD SUV: \$ 26,357

TOTAL PACKAGE COMPARISONS (2 VEHICLES W/TRADE IN CONSIDERATIONS):

FORD SEDAN: \$ 39,486

\$ 902.00

TAHOE: \$ 40,388

\$ 3228.00

\$ 2326.00

FORD SUV: \$ 42,714

ECONOMIC CONSIDERATIONS:

- MPG TAHOE: 15 MPG FORD SEDAN: 18 FORD SUV: 16/17
- IDLE TIME FUEL USE:
 - IDLE 6.7 HRS OUT OF 10 HOURS
 - FORD SEDAN IS 35% MORE EFFICIENT THAN CROWN VIC/TAHOE
 - FORD SUV IS 32% MORE EFFICIENT THAN CROWN VIC/TAHOE
- TRADE-IN VALUE
 - SUV HIGHER THAN SEDAN
 - 2 WHEEL VS AWD OR 4WD

ADDITIONAL INFORMATION:

http://cnettv.cnet.com/new-ford-police-interceptors/9742-1_53-50098793.html



REQUEST FOR CONSIDERATION

COMMITTEE: Finance/Public Works Committee of May 9, 2012

ITEM DESCRIPTION: Bids for the 2012 Street Reconstruction Program

PREPARED BY: James Buske, Engineering & GIS Services Manager

REPORT DATE: May 2, 2012

MANAGER'S REVIEW/COMMENTS:

- ◀◀ No additional comments to this report.
- ◀◀ See additional comments attached.

RECOMMENDATION: To Recommend Award of Contract to Payne & Dolan, Inc.

EXHIBITS: Bid Tabulation, Site Map

BACKGROUND: This is the first year in the past several in which the Village has not participated in a "Shared Services" joint bid with several other North Shore communities. The various communities have taken part in cooperative purchasing and/or service arrangements, but this year the other communities have paving projects that necessitate different methods and schedules that made a joint project unworkable.

Sealed bids for the 2012 Street Reconstruction Program were received and opened on April 27, 2012. Two (2) bids were received. A copy of the bid tabulation is attached for your review.

The amount of funding used for street reconstruction in 2012 is less than past years due to the fact that a portion of the budget is dedicated to the 2012 Asphalt Hot-In-Place Recycling Project.

While it is somewhat unfortunate that there are only two large-scale asphalt paving companies located in this part of Southeast Wisconsin that bid on our paving projects, they are extremely competitive and both are very competent and familiar with the Village's specifications.

It is the Brown Deer staff recommendation that the contract for the 2012 Street Rehabilitation Program be awarded to Payne & Dolan, Inc.

- 1.) 2012 Available Funds
- a.) 2012 Street Rehab/Reconstruct Budgeted Amount - \$260,000.00
- b.) Total - \$260,000.00

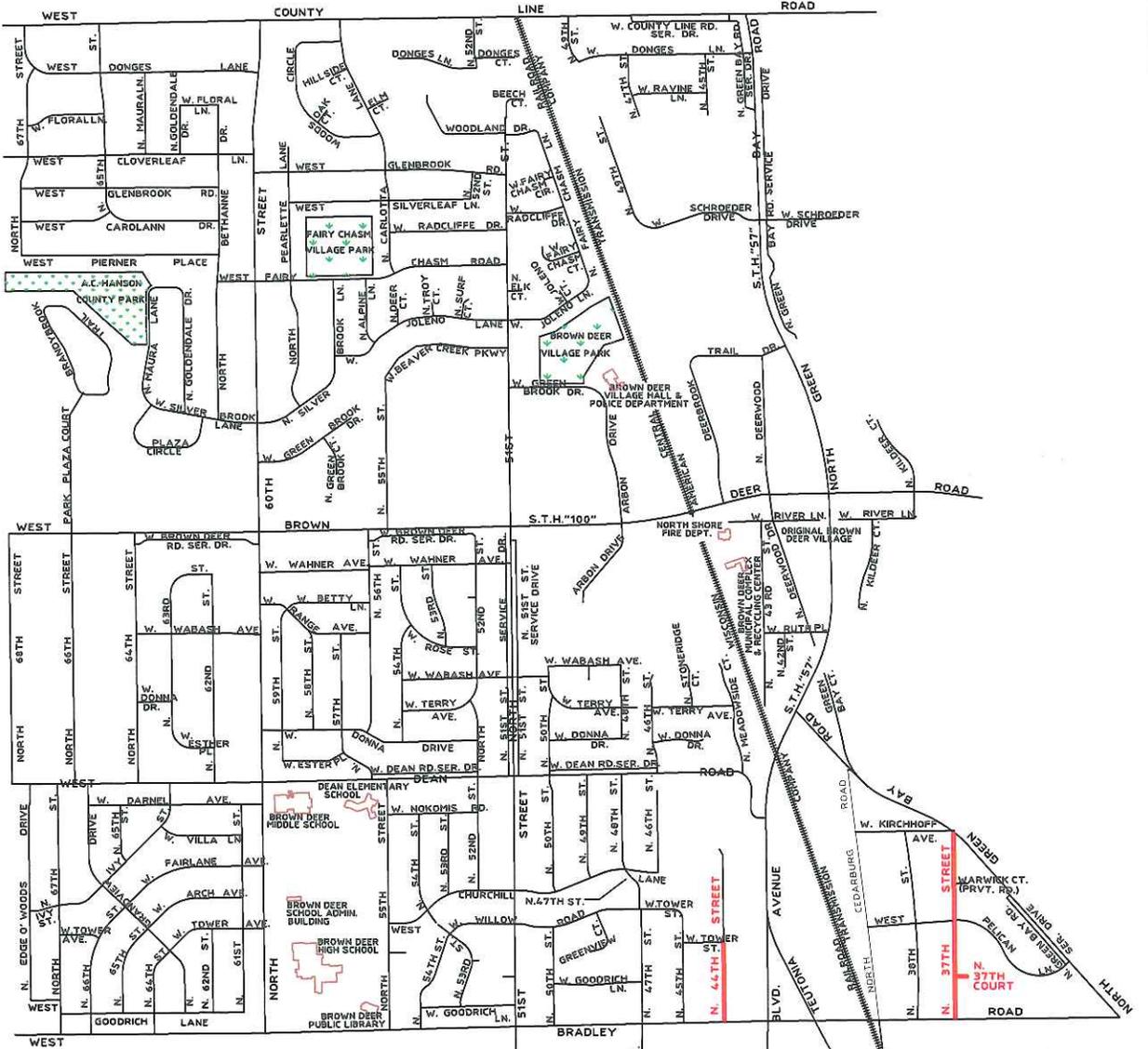
2.) 2012 Estimated Expenses

a.) 2012 Street Reconstruction Bid of Payne & Dolan -	\$132,497.80
b.) Bid Advertisements -	\$ 350.00
c.) Crushed stone shoulder material (Estimate) -	\$ 1,500.00
d.) Reserve for Cracksealing -	\$ 20,000.00
e.) 2012 Asphalt Recycling Bid of Gallagher Asph. -	\$ 71,040.00
f.) 10% Contingency for Both Projects -	<u>\$ 20,354.00</u>
g.) Balance -	\$ 14,258.20

Payne & Dolan, Inc. has been a contractor for asphalt paving and related work for more than 80 years for the States of Wisconsin and Michigan Highway Departments and many municipalities and government agencies. Payne & Dolan, Inc. has done the vast majority of asphalt paving for the Village during the last 32 years.

BID TABULATION
2012 STREET RECONSTRUCTION PROGRAM
VILLAGE OF BROWN DEER, WI.
FRIDAY, APRIL 27, 2012 @ 2:00 P.M.

CONTRACTOR	TOTAL BID	ITEM 1 Pulverize Asphalt Pavement	ITEM 2 Install 1/4" Thickness Binder Pavement Type E-0.3	ITEM 3 Install 1/4" Thickness Surface Pavement Type E-0.3	ITEM 4 Unclassified Excavation	ITEM 5 Replace 31" CC&G	ITEM 6 Remove/ Replace 7" Conc. Driveway Approach
Payne & Dolan, Inc. P.O. Box 781 Waukesha, WI 53197-0781	\$132,497.80	7,900 s.y. \$2.09/s.y. \$16,511.00	900 Tons \$50.99/Ton \$45,891.00	640 Tons \$57.22/Ton \$36,620.80	200 c.y. \$42.75/c.y. \$8,550.00	1,000 l.f. \$22.90/l.f. \$22,900.00	300 s.f. \$6.75/s.f. \$2,025.00
Stark Asphalt 11710 W. Hampton Ave. Milwaukee, WI 53225	\$151,806.00	\$3.20/s.y. \$25,280.00	\$56.20/Ton \$50,580.00	\$64.40/Ton \$41,216.00	\$36.40/c.y. \$7,280.00	\$25.80/l.f. \$25,800.00	\$5.50/s.f. \$1,650.00
2011 Unit Prices Paid to Stark Asphalt		\$2.28/s.y.	\$46.80/Ton	\$48.90/Ton	\$12.30/c.y.		
ENGINEER'S ESTIMATE	\$134,902.00	\$2.50/s.y. \$19,750.00	\$51.50/Ton \$42,120.00	\$53.80/Ton \$34,432.00	\$25.00/c.y. \$5,000.00	\$30.00/l.f. \$30,000.00	\$12.00/s.f. \$3,600.00



VILLAGE OF BROWN DEER, WI
2012 STREETS
TO BE REPAVED

RED=STREETS
TO BE REPAVED



04/06/12



REQUEST FOR CONSIDERATION

COMMITTEE: Finance/Public Works Committee of May 9, 2012
ITEM DESCRIPTION: Bids for the 2012 Asphalt Hot-In-Place Recycling Project
PREPARED BY: James Buske, Engineering & GIS Services Manager 
REPORT DATE: May 2, 2012
MANAGER'S REVIEW/COMMENTS: <ul style="list-style-type: none">◀◀ No additional comments to this report.◀◀ See additional comments attached.
RECOMMENDATION: To Recommend Award of Contract to Gallagher Asphalt Corporation
EXHIBITS: Bid Tabulation, Site Map
BACKGROUND: Asphalt is a commodity comprised of small pieces of hard rock held together by liquid asphalt. Both of these resources have become more and more costly to find, transport, process and manufacture as time goes on. They are also finite materials. Years ago someone realized that when asphalt wore out on a road, it could be picked up and re-used. First it was used to mix with virgin asphalt materials, thereby taking the place of some of the new asphalt and reducing the cost of asphalt production. The Village of Brown Deer's Engineer re-wrote our asphalt pavement specifications at least 20 years ago and required asphalt producers to use up to 35% of reclaimed asphalt pavement to be mixed with new product, thereby reducing the cost and saving valuable landfill space, which until that time was where most old pavement was dumped. The process of reusing old asphalt at less expense has been refined and improved at a steady pace up to today, because old asphalt can be left in-place and still be re-used. There's no need for machinery to remove the old asphalt, load it into trucks to be hauled to an asphalt plant to be picked up again and mixed, only to be loaded onto the same trucks and hauled back from where it came. Every step of the way required more time, manpower and fuel, which cost more money. Now a process has evolved to the point that an old asphalt surface can be heated in-place with one machine, the old asphalt mixed in-place with a restorative agent (chemical additive) and put back in the same place all at once with a second machine. This process is called asphalt hot-in-place recycling, and now can be used on city streets. The method was first developed and used on long, straight sections of rural highway where a train of machinery several hundred feet long could stretch out behind the lead machine. Now, the total length of the machinery is no more than 115 feet, which is very manageable in urban situations. Industry literature states the advantages include using 30-35% less energy than the traditional paving process, while eliminating surface cracks, filling ruts and holes, leveling bumps, improving skid resistance and reducing engineering and traffic control costs, among other benefits. In Brown Deer's case, using our 2012 bid prices, recycling asphalt will cost us 65% less per square yard than the cost of repaving. Recycling has an industry claim of about a 10 year life, while repaving has an estimated 20+ years of life. Village staff has selected Park Plaza Court, W. Wahner Avenue and N. 56 th Street as the streets to be recycled because they were built with concrete curbs instead of roadside ditches. While a regular residential road with ditches is 24' wide for 2-way traffic, Park Plaza Court is 32' wide on each side, which is only for 1-way traffic. The trend is to make roads narrower if the traffic load allows it, because it costs less to install and is cheaper to maintain. There is no opportunity to narrow a road such as Park Plaza Court because of the curbs, therefore making it very expensive to repave. Further, the existing pavement is original, installed nearly 40 years ago. Clearly something needs to be done to rehabilitate it, making recycling the soundest choice.

Sealed bids for the 2012 Asphalt Hot-In-Place Recycling Project were received and opened on April 27, 2012. One (1) bid was received. A copy of the bid tabulation is attached for your review as well as a site map.

Gallagher Asphalt Corporation, the bidder on this project, was founded in 1928 and has been involved with recycling asphalt pavement for the past 25 years. They have used this process to recycle pavements throughout the Midwest, including for Waukesha County, who has budgeted for miles of pavement recycling over the past several years, as well as the City of Mequon and the Village of Greendale.

It is the recommendation of Brown Deer staff that the contract for the 2012 Asphalt Hot-In-Place Recycling Project be awarded to Gallagher Asphalt Corp., Thornton, IL.

1.) 2012 Available Funds

a.) 2012 Street Rehab/Reconstruct Budgeted Amount -	<u>\$260,000.00</u>
b.) Total -	\$260,000.00

2.) 2012 Estimated Expenses

a.) 2012 Asphalt Recycling Bid of Gallagher Asph. -	\$ 71,040.00
b.) Bid Advertisements -	\$ 350.00
c.) Crushed stone shoulder material (Estimate) -	\$ 1,500.00
d.) Reserve for Cracksealing -	\$ 20,000.00
e.) 2012 Street Reconstruction Bid of Payne & Dolan -	\$132,497.80
f.) 10% Contingency for Both Projects -	<u>\$ 20,354.00</u>
g.) Balance -	\$ 14,258.20

BID TABULATION
2012 ASPHALT HOT-IN-PLACE RECYCLING PROGRAM
VILLAGE OF BROWN DEER, WI.
FRIDAY, APRIL 27, 2012 @ 3:00 P.M.

CONTRACTOR	TOTAL BID	ITEM 1 Hot-In-Place Asphalt Recycling 16,000 s.y.
Gallagher Asphalt Corp. 18100 S. Indiana Ave. Thornton, IL 60476	\$71,040.00	\$4.44/s.y.
ENGINEER'S ESTIMATE	\$88,000.00	\$5.50/s.y.



VILLAGE OF BROWN DEER, WI
 2012 STREETS TO BE
 HOT-IN-PLACE RECYCLED

GREEN=STREETS
 TO BE RECYCLED

04/06/12

March 31, 2012

Ms. Jamie Lambert
Water Resources Stormwater Specialist
Wisconsin Department of Natural Resources
2300 N. Martin Luther King Jr. Drive
Milwaukee, WI 53212-0436

Re: 2012 NR216 Annual Report - North Shore Communities - Brown Deer

Dear Ms. Lambert:

In accordance with the NR 216 permit reissued to the North Shore Communities dated March 1, 2007, attached you will find the materials for the 2012 Annual Report for the Year 2011 and Prior Years for the Village of Brown Deer. These materials will provide you with a historical report to track storm water compliance and improvements in the Village of Brown Deer. We trust you will find these reports in order.

The following are some summary points from the report:

- Public Education and Outreach: In 2011 the North Shore Storm water website was taken down due to technical problems the site and the group is investigating other alternatives with the MMSD PPII program. The storm water brochure has been updated and will be distributed in 2012. The Village will begin a Village magazine/news type newsletter and articles for storm water, sanitary sewers, and urban forestry will be developed after the final format is established. We continue working on bringing on a consultant to develop an educational program for North Shore grade schools in 2011 and have begun working with the District on the storm water activities for the redevelopment of the School Campus.
- Impaired Water Bodies: The Village still plans on the construction of informational/education stations/kiosks (similar to stations at the Lion's Den Preserve in Town of Grafton) at locations along the creeks and Milwaukee River. We have yet to find interest in a volunteer organization(s) to take on this task. Please note the possible joint stormwater/PPII website above would include 303d information.
- Water Quality Modeling: The Village has reviewed the results of infiltration tests conducted in other communities and has built a double ring infiltrometer to conduct tests in the Village. We will begin tests in 2012. We anticipate similar results and will adjust the model for the Village for the higher infiltration rates and reduced pollutant loading. There is still the question of "trained" BMP's that the program and WDNR have not provided an answer or guidance for.

- Illicit Discharge and Elimination: 2011 screening program results are included in the report. We screened the creeks in the village to develop base line pollutant levels for the creeks. These were at the outfalls. The North Shore group is in discussions with the North Shore Water Plant for analysis of samples for 2012 and after.
- Stormwater Mgmt. Enforcement: in 2010 the Village began legal action against Lowes for failure to maintain the porous pavement portion of their parking lot. Lowes provided an alternative to divert storm water to the subsurface storage area and the porous pavement will function as it is able. Lowes is now in compliance.
- Pollution Prevention: Enclosed in the report are the summary and quarterly inspection reports for the Public Works Facility. The facility is located in the Original Village District of Brown Deer. In 2011 revised plans were completed for the redevelopment of the district which included wet stormwater basins for stormwater quantity and quality controls. The basins would meet a 50% reduction of pollutants for the district. Construction is planned for 2012. The Village has also undertaken sanitary sewer projects to reduce infiltration and inflow; and therefore reduce the possibility of sanitary sewer overflows.

Included within the report (under Table Part II-C) is a map showing the areas covered by BaySavers, Stormceptors, and larger wet basins (not including the Village Lagoon which is on Beaver Creek). These basins were all designed to meet or exceed the 40% pollutant reduction level prior to WDNR particulate implementation in which some units then met a 32%+/- removal. Therefore, the Village has continued with the street sweeping schedule as it was established under the first permit. The remainder of the Village is rural cross-section development (ditch).

Enclosed with this year's report is a copy of the Chapter 13 Report submitted to MMSD. The Village supports the MMSD concept of total watershed planning for flood and pollution control. As you have read above, the Village is working on combining the stormwater and sanitary sewer public and education/outreach programs. We believe that this effort will reduce costs and duplication of information.

Please contact the writer at 414-357-0120 if you should have any questions or comments.

Sincerely,



Larry C. Neitzel
Superintendent of Public Works

cc: Brown Deer Village Board
Russell Van Gompel, Village Manager
James Buske, GIS/Engineering Manager

Enclosures



2012 NR 216 REPORT
TO THE
WISCONSIN DEPARTMENT
OF
NATURAL RESOURCES
FOR
ACTIVITIES IN 2011 AND YEARS PRIOR

WPDES PERMIT WI-S061565-2

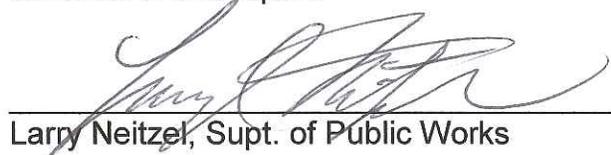
**FOR INFORMATION ABOUT THIS REPORT
CONTACT
BROWN DEER PUBLIC WORKS DEPARTMENT
LARRY NEITZEL, SUPT. OF PUBLIC WORKS
414.357.0120**

**SUBMITTAL DATE
March 31, 2012**

VILLAGE OF BROWN DEER
WPDES PERMIT WI-S061565-2

2012 NR 216 REPORT TO THE
WISCONSIN DEPARTMENT
OF
NATURAL RESOURCES
FOR
ACTIVITIES IN 2011 AND YEARS PRIOR

I, certify that the material contained in the report is, to the best of my knowledge, true, accurate and complete, and that in accordance with PART II - I. and PART III of the North Shore Group WPDES Permit, which was reissued by WDNR March 1, 2007, this report has been made available for public inspection and comment, and in accordance with PART II – I.8. the elected officials of the Village of Brown Deer have been apprised of the contents of this report.



Larry Neitzel, Supt. of Public Works

03/31/12

Date

Russell Van Gompel, Village Manager

Date

Carl Krueger, Village President

Date

March 31, 2012
For information on this report call 414.357.0120

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PART I. APPLICABILITY

A.) PERMITTED AREA: (Includes D. and E.)

The Village of Brown Deer, in order to minimize liability and provide uniform written standards for operations and maintenance and in compliance with Wisconsin Department of Natural Resources (WDNR) and Milwaukee Metropolitan Sewerage District (MMSD) rules and standards, has developed a comprehensive policy for the inspection, maintenance, repair, and improvements to the Village's Storm Water Drainage System. The Village of Brown Deer is an established community on the north side of Milwaukee County. The Village is comprised of approximately 2,810 acres that drain as shown in Table G1.

Table G1 - DRAINAGE BASINS

Drainage Basin	Acres (Village only)	Headwater	Confluence
Beaver Creek	1,274.4	City of Milwaukee (924 acres) + City of Mequon (25 acres)	Milwaukee River
Southbranch Creek (incl. North Trib.)	1,054.4	City of Milwaukee (810 acres)	Milwaukee River
Lincoln Creek	145.7	City of Milwaukee	Milwaukee River
Trinity Creek	28.2	City of Milwaukee	Little Menomonee
Milwaukee River	307.3	Fond du Lac County	Lake Michigan
Total Acres	2,810.00	1,759	

The Village is comprised mainly of residential development (approximately 58% Low to Medium Density) with rural cross section streets, Multi-family and institutional comprise approximately 20%, Commercial and light industrial developments (approximately 10%) are located along the major State and County highways crossing the Village. Open space and parkland comprise approximately 12%.

The Village's Storm Water Drainage System and Sanitary Sewer System are completely separated. There are no permanent active by-passes from the Sanitary System to the Storm Water Drainage System.

In 1998 the Village hired Earth Tech (then Rust Environmental) to develop a comprehensive Storm Water Management Plan for the control of storm water quantity and quality for existing and future development. The Village and MMSD have completed a number of projects from the plan for storm water quantity control with improved quality controls. The Village implemented a Storm Water Utility in 2004 to support maintenance/operations and capital improvement program to continue with the implementation of the Storm Water Management Plan. The Utility became effective in 2005.

On January 2, 2001 the Village of Brown Deer in conjunction with the other Northshore communities received its NR216 permit from the Wisconsin Department of Natural Resources. The permit was reissued March 1, 2007. The permit requires annual reports of activities to monitor and improve the quality of storm water runoff within the Village of Brown Deer.

The following report is in compliance with the rules of NR 216 and shall be incorporated into the Village's policies and Manual for the Operations and Maintenance of the Storm

Water Drainage Collection System. This report follows the format of the reissued permit of March 1, 2007.

B.) AUTHORIZED DISCHARGES:

A copy of the Village's Storm Water Management Ordinance is on file with WDNR and is in agreement with MMSD Chapter 13 Rules. This ordinance is in compliance with WDNR regulations as to discharges within the boundaries of the Village of Brown Deer.

The Village has a comprehensive storm water drainage map that shows all discharges to local streams and the Milwaukee River, storm sewer facilities, storm water control basins, designated wetlands, ditches and culverts. The map continues to under go revisions in ~~2011~~ 2010 2009 for web base application and addition of latest WDNR information and village projects.

C.) WATER QUALITY STANDARDS:

The Village of Brown Deer has implemented programs to reduce the pollutant loadings in storm water runoff that would impact local streams and the regional Milwaukee River. These programs consist of street sweeping, catch basin cleaning, road salt usage and storage, stabilization and naturalization of local streams, pollutant separators, **public information/education** and other better management practices as they can be applied.

F.) OUTSTANDING AND EXCEPTIONAL RESOURCE WATERS:

There are no Outstanding Resource Waters (ORW) and Exceptional Resource Waters (ERW) identified by the Village or WDNR to which the Village's Storm Water System discharges to.

G.) IMPAIRED WATER BODIES AND TOTAL MAXIMUM DAILY LOAD REQUIREMENTS:

Appendix Table G - 1 shows the impaired water bodies that the Village's Storm Water System discharges to. At this time there are no Total Maximum Daily Load (TMDL's) limits developed for these bodies of water. **Village staff is participating in the MMSD meetings for TMDL development for the greater Milwaukee area watersheds.**

H.) WETLANDS:

As of the date of this report the WDNR has identified on its web-based map eleven wetland areas within the limits of the Village. The wetland areas are designated on the official Storm Water Drainage Map. All discharges to the wetland areas have been approved by WDNR.

I.) ENDANGERED AND THREATENED RESOURCES:

As of the date of this report the Village has complied with reviews for impacts on endangered and threatened resources. There have been no cases of an endangered or threatened resource within the limits of the Village or directly adjacent thereto. The Village, in a number of projects, has developed environments for the development of endangered or threatened resources. The majority of these are in the development of naturalized areas for plant, aquatic, animal, and bird habitats.

J.) HISTORIC PROPERTY:

The Village's Storm Water Drainage System does not impact any designated historic property within the limits of the Village or directly adjacent thereto.

K.) EXCLUSIONS:

1. Combined Sewer and Sanitary Sewer Systems: Does not apply. The Village of Brown Deer has totally separated storm and sanitary systems.

2. Agricultural Facilities and Practices: Does not apply. None within Village.
3. Other Excluded Discharges: Applies to construction sites and industrial operations with separate WPDES permits.
4. Indian Country: Does not apply.

PART II. INDIVIDUAL CONDITIONS

A.) PUBLIC EDUCATION AND OUTREACH: (Includes B.)

The Village of Brown Deer has and proposes to continue to expand its existing Information and Education program for the public and staff. The program addresses the ensuing items of the NR 216 permit. Displays and educational material have been provided at Arbor Day Celebrations (**48+** participants (65+/2010, 45/2009, 30/2008)), Clean-up Day (**75+** participants (65+/2010, 70/2009, 90/2008)) and have been offered to residents holding block parties. The Village maintains displays, which are viewed daily by residents and visitors, on Storm Water Management at the Village Hall and Village Library. **In 2011 the North Shore communities removed their website and are working towards use of MMSD website information to integrate storm water and Infiltration/Inflow programs.** In 2010 the Village organized counties and municipalities for a joint storm water and recycling public education "Blue/Green Pages" of the Journal for the southeast Wisconsin distribution area. This publication was published April 1, 2010 and covered the entire J/S distribution area. The North Shore Storm Water website was finished, but has not been running due to programming problems which may be solved in 2011. The North Shore communities will work on a school program in 2011.

In 2009 the Village began organization of Counties and municipalities for joint storm water and recycling public education and that would match the "Green Pages" of the Journal for the southeast Wisconsin distribution area. This publication is anticipated to be published April 1, 2010. In December of 2009 the Village distributed to all single family (3415) and condominium owners (732), apartments (1,391), and each business a revised storm water brochure. The Village, with its North Shore partners, developed a North Shore Storm Water website through Marquette University. The site should be available by April 1, 2010. 2008-The Village is working with BeSmart (a local organization of Counties and municipalities for joint recycling public education and outreach to which the Village belongs) for a joint storm water project that would match the "Green Pages" of the Journal for the metropolitan area, and with its North Shore community partners for more local programs.

- 1) Reduction of pollutants associated with the application of pesticides, herbicides, and fertilizers.
 - The Village newsletter has and will continue to include articles or flyers from UW Extension, DNR, and pertinent articles from trade magazines that address the problems created by lawn and garden chemical use and disposal. These articles and flyers not only show the problems these chemicals create in the environment, but practices to control, reduce or eliminate the problems.
- 2) Management of materials and behaviors that may pollute storm water, including used oil, toxic materials, yard waste, lawn care and car washing.
 - The Village newsletter has and will continue to include articles or flyers from UW Extension, DNR, MMSD, and pertinent articles from trade magazines regarding household hazardous waste, oil and anti-freeze recycling, clean sweep programs, etc.
 - A used motor oil/oil filter recycling station will continue to be maintained at the Village Recycling Center located by the Public Works Yard.
 - Storm sewer inlet stenciling will be annually reviewed and up-dated to inform residents that the inlet does flow to the streams/river, and no contaminants should be deposited in the grate, including pet waste. Door hangers may be distributed when stenciling is applied.
 - Continue to inform residents, through articles in the Village newsletter and local paper, how yard waste is collected and scheduled and may be delivered to the Recycling Center. Methods to minimize yard waste and naturalize areas have

been promoted. The Village has promoted the reduction of fertilizer, herbicide, and pesticide use and for the proper disposal of such chemicals.

- 3) Continuance and maintenance of source area controls for construction site operators and Village forces. Continue to train Village personnel in erosion control for force account projects.
- 4) Through the use of the Village's Storm Water Management ordinance new development has reduced the impervious areas of redeveloped sites, complied with WDNR and MMSD rules for new sites as to storm water runoff. The Village continues to review street configurations and had reduced paved width where traffic conditions allowed. Naturalization, ponds, porous pavement, and rain gardens have been incorporated in development/redevelopment in some fashion.
- 5) The village will continue its Industrial/High Risk Runoff program as to inspections and education of businesses of any potential activities that threaten storm water runoff quality.
- 6) For items above, expand dissemination of information through printed and electronic forms as possible.

C.) ILLICIT DISCHARGE DETECTION AND ELIMINATION:

The village will continue with its current program of inspections for illicit discharges and in compliance with the reissued permit. In 2009 there were no reported discharges and inspections of identified outfalls (62) did not show evidence of illicit discharges. The Village will develop a program to educate the public and business owners of as to what Illicit Discharges are and how to report them. **In 2011 the Village continued its sampling program and there were no known Illicit Discharges.** In 2010 the Village conducted sampling at outfalls and creeks. Four samplings will be done in 2011. The results are in the appendix. Business information and education continues. Installed signs at drainage ways where snow dumping/stockpiling was occurring. Copy of sign is in the appendix. In 2010 the Village will begin sampling and testing outfalls for pollutants and developing a record of seasonal pollutant levels for future determination of illicit discharges, sanitary sewer overflow impacts, BMP impacts. This program shall be reported with the 2010 Report on 2009 activities.

D.) CONSTRUCITON SITE POLLUTION CONTROL:

The Village will continue to enforce its Construction Site Erosion Control ordinance for all development/redevelopment within its limits. **There were 0 plans approved in 2011.** There were 0 plans approved in 2010. There were 2 plans approved in 2009. There were 5 plans approved in 2008.

E.) POST-CONSTRUCTION STORM WATER MANAGEMENT:

The Village has implemented a Storm Water Management ordinance that is in compliance with WDNR and MMSD rules. Awaiting final approval and adoption of NR 151 prior to future ordinance revisions.

F.) POLLUTION PREVENTION:

The Village will continue with its current programs of street sweeping, catch basin cleaning and Public Works Facility Management Practices. These practices will only be revised as based upon the new SLAMM analysis. In 2007 the Village received approval from MMSD for a sweeping/catch basin cleaning decanting station. The station was installed in late 2008 and was put in operation in spring 2009. The Village will continue to comply with WDOT 277 for storage of road salt and other deicing chemicals. The Village will continue its efforts to reduce use of road salt as traffic safety factors dictate. See Appendix Deicer Report.

G.) STORM WATER QUALITY MANAGEMENT:

The Village of Brown Deer will continue programs to the maximum extent practicable and cost effective to continue to comply with the 20% reduction of March 10, 2008 and to obtain the 40% reduction of March 10, 2013. The Village of Brown Deer's Storm Water Management Plan included a SLAMM (Source Load Analysis Management Model) of the storm water drainage system as it existed prior to the flood control projects of 1999 through 2001. NR 216.06(6) requires a SLAMM analysis per the schedule set by WDNR. The Village contracted with Earth Tech to provide an up-to-date SLAMM of the Village's storm water drainage system as it exists as of January 1, 2002 and showing compliance with the 20% reduction for 2008. The Village has procured the latest version of the SLAMM program and will be up-dating past and current conditions to determine the effectiveness of village programs and improvements. Disks of previous SLAMM data were provided to WDNR with the 2009 report. With the current version of the SLAMM program the Village believes that the reduction goals may not be achievable and hereby is giving notice that the Village will achieve reductions as to the maximum extent practicable and cost effective. As of the date of this report, a model in the newest version of SLAMM has not been completed. Completion of the new model should be in mid 2012 2011 2010 after infiltrometer testing to adjust the model to actual conditions found in the Village.

At this time there is insufficient data as to the effectiveness and impact on surface and ground waters of applied BMP's on public and private projects. The Village will be developing a program to monitor these BMP's to determine their effectiveness. This may be similar to the Illicit Discharge Program or revised monitoring program of the original WDNR WPDES permit. At this point the Village will use the projected SLAMM reductions as they can be applied.

H.) STORM SEWER SYSTEMS MAP:

The Village's Storm Water Drainage Map has been updated with information relating to any identified ORW, ERW and 303(d) receiving waters (4), identified wetland areas (11), identified major outfalls, municipal and private basins and treatment devices, public lands (and private use lands that may be accessible to the public) 5+ acres in size, and location of the Public Works Facility. The Village is striving to have this map on a web-based site for use by the end of **2013**. 2011. 2009.

I.) ANNUAL REPORT:

- 1) New brochure provided for distribution at special events and for public pick up at the Village Hall and Library. This brochure will be distributed with projects in 2008 and after. Number of sewer inlets stenciled: 125 – with door hangers left at 0 residences. 2008 - Material on HHW and its proper disposal has been given to 3,376 residents, 732 condo owners and an estimated 1,391 apartment renters.
- 2) An updated Storm Water Drainage Map is supplied with the 2009 report. The Village is striving to have this map on a web-based site for use by the end of **2013**. 2011. 2010.
- 3) Summary:
 - a. Inspections/Enforcement Actions: 2011 – Lowes closed action with revisions to storm water plan and store closure. 2010 - Lowes Building Supply – failed porous pavement and reports – legal action taken. 2009 - Jewish Federation site – construction erosion control – complied, Dental office site – construction erosion control - complied. 2008 - Deerbrook Estates – construction erosion control – complied, GenCap Bradley site – construction erosion control – complied,
 - b. Public Education: New brochure provided for distribution at special events and for public pick up at the Village Hall and Library. See page 4, PART II – A for other detail. This brochure will be distributed with projects in 2008 and after. **2011 – Number of sewer inlets stenciled: 27 – with 53 door hangers.** 2010 – Number of

sewer inlets stenciled: 23 – with 69 door hangers. 2009 - Number of sewer inlets stenciled: 75 – with door hangers left at 0 residences. 2009 repeated distribution of material on HHW and its proper disposal to 3,415 residents, 732 condo owners, 1,391 apartment renters and each business address. 2008 - Number of sewer inlets stenciled: 125 – with door hangers left at 0 residences. 2008 - Material on HHW and its proper disposal has been given to 3,376 residents, 732 condo owners and an estimated 1,391 apartment renters.

c. Spill Responses: None 2007 – 2011.

d. Street Sweeping: Also see g. Pollutant Loading below.

Material source	2001-2006 1 st Permit Period	Yearly Average for 6 yrs.	2007	2008	2009	2010	2011
Sweeping Spring	110	18	32.5	45.5	36.25	17.63	15.10
Sweeping Summer	126	21	13.0	18.0	19.0	17.00	13.00
Sweeping Fall	640 (leaves)	107	55.5	43.5	54.5	53.125	29.00
Catch Basin Cleaning	46.5	7.75	1.7	2.25	1.15	0.75	1.05
Struct. Control Solids	7	1.4	1.0	5.25	4.10	4.95	4.68
Leaves/ Brush Curb/ Center	87,940 + curbside (2006 not Determined)	1099 tons estimated	Not det. + curbside	813 tons + 2000 cyd	914 tons + 2200 cyd	797 tons + 2200 cyd	806 tons + 2300 cyd (not in total)
Sweeping and CB TOTAL (cu. yd.)	928	155	103.7	114.5	115	93.45	62.83 cyd = 69.46 tons*

* = Dry decanted weight from Veolia

e. Catch Basin Cleaning: Also see g. Pollutant Loading below.

Activity Year	Total Inlets	Curb Inlets	Pkg. Lot Inlets	Field Inlets	Ditch Inlets	Sumps	In Line	No Sump	Total Inspected	Cleaning	Percent >40%	Percent >60% +/-	Percent >80% +
2001	365						67			225	NA	35	NA
2002	483	349	18	30	86	278	127	79	484	276	78	59	91
2003	486	349	16	33	88	286	132	68	497	117	38	18	45
2004	486	349	16	33	88	286	132	68	498	277	57	15	18
2005	532	364	28	34	97	304	142	87	532	73	11	19	12
2006	530	368	16	35	96	308	144	78	530	84	70	11	19
2007	530	368	16	35	96	308	144	78	130	14	35	14	0
2008	530	368	16	35	96	308	144	78	150	50	55	10	0
2009	530	368	16	35	96	308	144	78	69	18	45	8	0
2010	532	368	16	35	98	311	146	77	59	10	6	2	0
2011	532	368	16	35	98	311	146	77	54	18	7	3	0

Table adjusted by back tracking 2004 inspections and history below.

f. DPW Inspections: 4 quarterly inspections, in Appendix.

g. Pollutant Loading:

Estimate of Pollutant removal: (annual Recycling Reports to DNR on file at Public Works offices)

Volume of used motor oil collected:

2011 – 1,295 gal., 3 – 55 gal. drums of oil filters

2000 – 11 – 20,120 gal., 35 – 55 gal. drums of filters

2010 – 1,075 gal., 3 – 55 gal. drums of oil filters
2000 – 10 – 18,825 gal., 32 – 55 gal. drums of filters
2009 - 1,310 gal., 3 - 55 gal. drums of oil filters
2000- 09 - 17,750 gal., 29 - 55 gal. drums of oil filters
2008 - 1,450 gal., 2 - 55 gal. drums of oil filters
2000-07 - 16,300 gal., 27 - 55 gal. drums of oil filters

Quantity of household hazardous waste collected: currently there is no data of HHW collected from residents. **2011 – no up-date.** 2010 – no up-date. 2009 - Material on HHW and its proper disposal has been given to 3,415 residents, 732 condo owners and an estimated 1,391 apartment renters. 2008 - Material on HHW and its proper disposal has been given to 3,376 residents, 732 condo owners and an estimated 1,391 apartment renters.

The Village collected for electronic recycling and disposal: **2011 – no up-date.** 2010 – no up-date. 21,295 lbs. of computer/electronic equipment in 2009. In 2010 the Village will follow the State's new electronics recycling law and direct residents to electronic stores in the area. This was due to the loss of recycling funds from the State and the loss of the recycling incentive program. The Village collected for recycling and disposal: 25,843 lbs. of computer/electronic equipment in 2008.

Illicit connections eliminated: **In 2011 no illicit connections were found.** In 2010 one storm water connection to the sanitary sewer was found and corrected. No other illicit connections since the program started in 2002.

Road Salt Usage: The Village will continue its efforts to reduce use of road salt as traffic safety factors dictate. Upon review of WDOT Operations 35, this guide cannot be related to local streets with numerous intersections, curves, usually steeper inclines, and slow application speeds. The Village will continue to review liquid applications as more data becomes available. See Appendix – Deicer Report. **In 2010/11 winter season the testing of salt brine/Geomelt had positive results. Staff will be requesting additional equipment for expanded use in the 2011/12 season.** In 2009/10 winter season the village conducted testing of salt brine/Geomelt on arterial and collector streets. Testing will continue in the 2010/11 season.

Sweeping/Catch Basin Cleaning: The Village has received approval from MMSD and installed a decant station at its Public Works Facility for dewatering of street sweeping and catch basin cleaning debris and vacuumed sanitary sewer debris.

- h. Other Activities: **No other special activities in 2011.** In 2010 the Village designed a streetscape project for the original Village with stormwater basins for over a 50% reduction in pollutants – construction 2012. Sanitary sewers were relayed with increased size to reduce SSO's. The Village/River Revitalization Foundation project on South Branch Creek was constructed in 2009. The Village has partnered with the River Revitalization Foundation on the stabilization of a section of South Branch Creek and the development of a flood fringe/nature area. Plans were finalized late 2008 for construction in 2009. The project consists of installing a stone grade control at the up-stream end of the project, stabilize a section of stream bank, and widen an area for wetland development. The project is located between Teutonia Blvd. and Green Bay Road – 8400 block.
- 4) Storm Water Management Plan Revisions: None, awaiting revisions to NR151. **Current projection to revise and up-date entire plan in 2014.**
- 5) Proposed Revisions to Storm Water Programs: Will review with the Inspection Department the need to request Commercial Erosion Control authority prior to September 1,2008. The Inspection Department began inspection of commercial construction sites in 2008.
- 6) Fiscal Analysis: **2012 - \$1,257,424 Budget - \$374,794 Operations, \$157,900 System/Equipment Depreciation, \$620,330 Capital Improvement Projects and Equipment, \$104,400 Debt Service.**

HISTORICAL REVIEW OF ACTUAL COSTS FOR NR216

	2001- 2006 1 st Permit Period	Yearly Average for 6 yrs.	Year 2007	Year 2008	Year 2009	Year 2010	Year 2011 (Pre-audit)	Year 2012
CIP & Equipment	\$1,865,058	\$310,843	\$174,500	\$530,950	\$564,000	\$305,000	\$307,500	\$620,330
Street Sweeping	\$82,949	\$13,825	\$17,513	\$25,864	\$27,702	\$26,237	\$26,400	\$31,000
Ditches & Culverts	\$1,205,589	\$200,932	\$256,065	\$194,334	\$217,833	\$185,462	\$177,200	\$177,154
St Sewer & Catch Basins Repair and Clean	\$267,198	\$44,533	\$33,744	\$11,453	\$15,060	\$12,921	\$13,400	\$25,000
Education & Information	\$2,308	\$385	\$1,500	\$1,488	\$1,798	\$1,592	\$1,600	\$12,000
Public Works SWPPP	\$6,887	\$1,148	\$2,315	\$115	\$183	\$152	\$158	\$200
Ordinance Rev.	\$0		\$0	\$11	\$18	\$15	\$20	\$40
Illicit Discharge Program	\$5,169	\$862	\$956	\$166	\$241	\$202	\$3,100	\$3,200
Industrial/High Risk Runoff	\$490	\$82	\$200	\$166	\$241	\$202	\$300	\$400
Spills Program	\$1,937	\$323	\$320	\$0	\$0	\$0	\$100	\$200
Basins, Erosion, Structures	\$20,446	\$3,408	\$39,739	\$19,767	\$35,991	\$36,902	\$35,000	\$40,000
SLAMM	\$765	\$128	\$550	\$2,919	\$4,631	\$3,861	\$3,200	\$3,200
NR 216 Permit and Admin.	\$35,001	\$5834	\$9,867	\$4,154	\$5,318	\$4,736	\$4,500	\$4,400
Gen. Admin. & Billing	\$46,027	\$7,671	\$59,078	\$50,323	\$76,147	\$65,611	\$66,038	\$78,000
Syst./Equip. Depreciation	\$279,987	\$93,329 3 yr.	\$117,454	\$126,844	\$162,425	\$156,786	\$156,786	\$157,900
Debt Service	\$807,033	\$269,011 3 yr.	\$387,582	\$409,025	\$428,278	\$434,495	\$428,764	\$104,400
TOTAL	\$4,624,843		\$1,101,383	\$1,377,579	\$1,539,866	\$1,234,174.00	\$1,224,066.00	\$1,257,424.00

- 7) Water Degradation/improvements: At this time there is insufficient data as to the effectiveness and impact on surface and ground waters of applied BMP's on public and private projects. The Village will be developing a program to monitor these BMP's to determine their effectiveness. This may be similar to the Illicit Discharge Program or revised monitoring program of the original WDNR WPDES permit. At this point the Village will use the projected SLAMM reductions as they can be applied.
- 8) Certification: The Village of Brown Deer has provided the 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, **2011** Storm Water Management Program Reports for public comment by: presentation to the Finance/Public Works Committee, hard copies at the Village Hall, Library, and Public Works office, and presentation to the Village Board. ~~and public hearing.~~ A copy of the ~~respective resolution for the public hearing and~~ minutes ~~of the hearing~~ will be added when available.

PART III. COMPLIANCE SCHEDULE

The table below indicates the status of all scheduled activities per the original WPDES permit. Permit Reference has been revised to match the reissued permit of March 1, 2007.

Item / Activity	Permit Reference	Status	Comments
Legal Authority	Part I & IV	Complete	No Revisions
Public Education and Outreach	Part II A	On going	Address 8 elements
Public Involvement and Participation	Part II B	On going	Encourage resident input/participation
Spills Program	Part II A	Complete and On going	Revise as necessary
Industrial/High Risk Runoff Program	Part II A&B	Complete and On going	Revise as necessary
Illicit Discharge Program	Part II C	Complete and On going	Revise as necessary, once per year inspection of major outfalls
Construction Site Pollutant Control	Part II D	Complete and On going	Revise as necessary, monthly inspections of sites
Post-Construction Storm Water Mgnt.	Part II E	Complete and On going	Revise as necessary
Inspection/maintenance of structural storm water facilities	Part II F	On going	Once per year minimum
Pollution Prevention Catch Basin Cleaning	Part II F	On going	Continue existing program until new SLAMM model is complete
Pollution Prevention Street Sweeping Program	Part II F	On going	Continue existing program until new SLAMM model is complete
Pollution Prevention Roadway Maintenance (Deicing)	Part II F	On going	Continue program as traffic safety dictates
Evaluation of Public Works Yards (SWPPP)	Part II F	On going	Continue existing program until new SLAMM model is complete
Pollution Prevention Turf Nutrient Management Program	Part II F	Complete and On going	Revise as necessary, implemented in 2006 – due date March 10, 2008

Riparian Management	Part II A,F,G	Complete and On going	Revise as necessary
Retrofit Feasibility Evaluations	Part II F&G	Complete	Revise as necessary
Storm Water Quality Management Pollutant Loading (SLAMM)	Part II G	Under revision	New model 2010, 20% reduction by 03/10/2008, 40% reduction by 03/10/2013
Monitoring Program	Part II G	On going	Village will monitor basins and devises as required to determine effectiveness.
Storm Sewer Systems Map	Part II H	On going	Submitted
Annual Report	Part II I.	On going	March 10, 2007 - 2011
Renewal Application	Part II I.	E-mails extend into 2012. e-mail NSSS 01/11/2011	New permit and revision discussions continue into 2012. The current permit will remain in effect until issuance of a new permit in 2012. WDNR has provided draft permit for review and comment with anticipated further revisions due to regulation changes. July 1, 2011, begin discussions. November 2010

RESERVED

SLAMM ANALYSIS YEARLY REVISIONS

**VILLAGE REQUIRES THAT ALL DEVELOPMENT
COMPLY WITH CURRENT DNR AND MMSD
REGULATIONS**

2007 – PREVIOUS SLAMM OF 2007 REPORT
2008 – NEW ANALYSIS NOT COMPLETED
2009 – NEW ANALYSIS NOT REVIEWED
2010 – NEW ANALYSIS UNDER FINAL REVISIONS
2011 – NEW ANALYSIS TO BE COMPLETED 2012
Possible up date to latest model version

TABLE G-1

TRIBUTARY 303(d) IMPAIRED WATER BODIES

**VILLAGE REQUIRES THAT ALL DEVELOPMENT
COMPLY WITH CURRENT DNR AND MMSD
REGULATIONS**

2007 – NO REVISIONS

2008 – CLAIRIFY WDNR #307 ADDED

2009 – NO REVISIONS

2010 – NO REVISIONS

2011 – NO REVISIONS

TABLE G - 1

**VILLAGE OF BROWN DEER
TRIBUTARY 303(D) IMPAIRED WATER BODIES**

WDNR ID	NAME	COUNTY	IMPACT	SED DEM	ATM DEP	HABITAT	NPS	POINT SOURCE	BLEND NPS/PS	OTHER	PRIORITY	CATEGORY
31	Beaver Creek	Milwaukee	Aq. tox.				X				Low	5A
237	Lincoln Creek	Milwaukee	Aq. tox., sed., loss, mig., tox., met., DO, pcb, bac.							X	Low	5A
291	Milwaukee River	Milwaukee/ Ozaukee	Pcb, FCA	X					X		High	5A
307*	Natural channel reaches (T8N R21E SW NW12)	Milwaukee	Loss, bac., met., lf				X				Low	5A

* Village assumes that this covers South Branch Creek and Brown Deer Creek.

TABLE PART II - E

SUMMARY OF DETENTION/RETENTION BASIN AND BMP INSPECTIONS

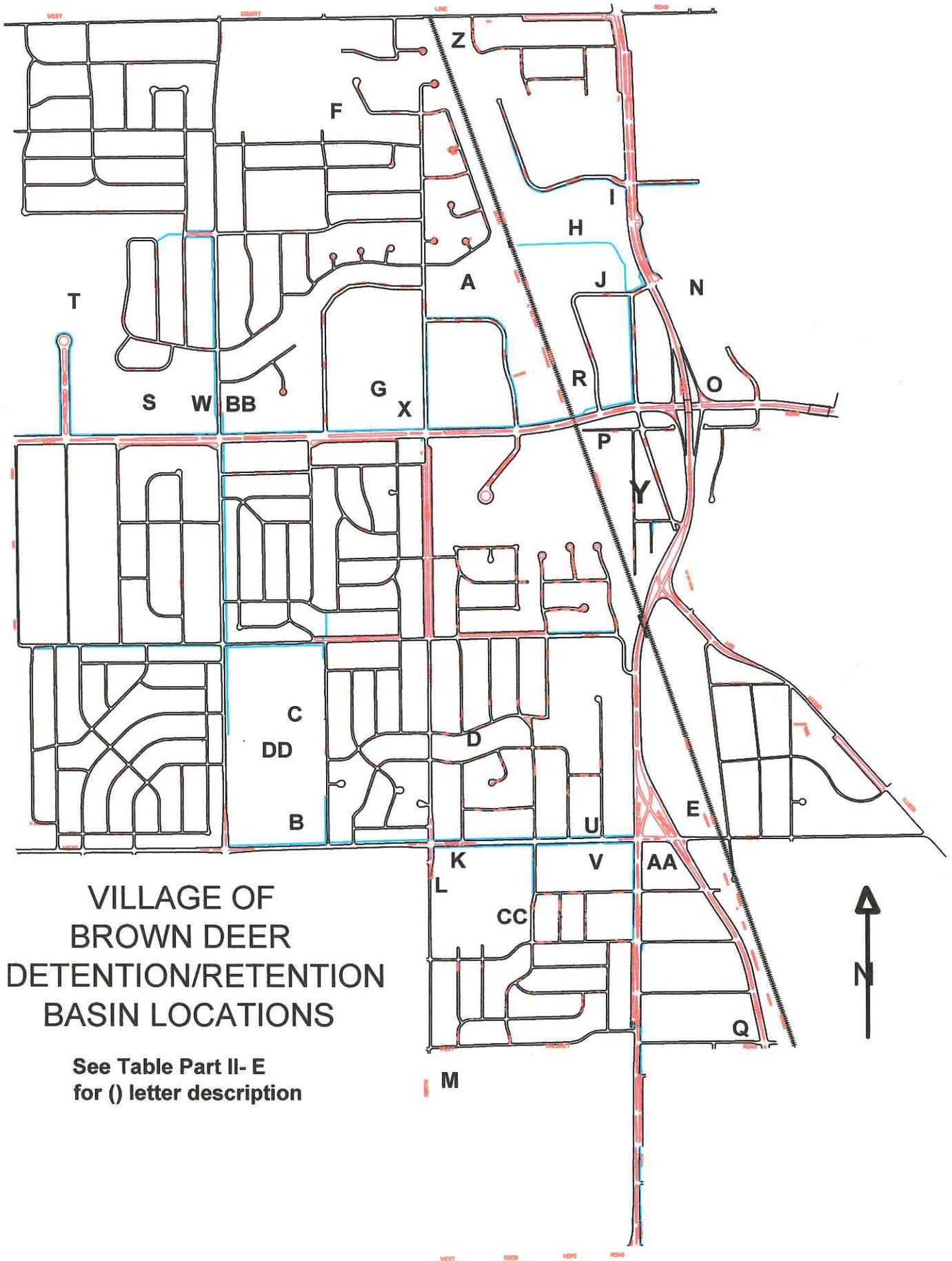
2007 – UP-DATED

2008 – UP-DATED

2009 – UP-DATED

2010 – UP-DATED, Area map added

2011 – UP-DATED



**TABLE PART II – E (old TABLE E – 1)
SUMMARY OF DETENTION/RETENTION BASIN AND BMP INSPECTIONS 2011**

BASIN	MAP KEY/ LOCATION DESCRIPTION	OWNER	YEAR CONSTRUCTED	DRAINAGE SUB-BASIN	DRY / WET BASIN	SWMP ON FILE	DEBRIS *	SLOPE VEGETATION **	BASIN VEGETATION **	SEDIMENT **	OILS/ CHEMICALS **	HABITAT **	RECOMMENDATIONS
BROWN DEER PARK LAGOON	A 4920 W. Green Brook Drive	Village of Brown Deer		BC- 061	WET	X	L- M	Nt- F	Nt- P	G	F	F	Incr. Cleaning, dredged in early 2006, natural seeding at Park edge. Growth developing.
LIBRARY/HIGH SCHOOL BASIN	B 5600 W. Bradley Road	Village of Brown Deer	2001	SB- 102	WET	X	L- M	Nt- G	Nt- G	G	G	G	Aquatic life and plantings re- establishing well after being killed by chemical release in the City of Milwaukee in 2004. Some upper slope plantings were replaced. Will continue to monitor developments and investigate addition of aquatic plantings.
DEAN SCHOOL BASIN	C 8225 N. 55 th Street	Village of Brown Deer	2000	SB- 057	DRY	X	VL	MT- G	MT- G	N	N	N	Athletic fields, no recommendations. School District provided Nutrient Management Plan
CHURCHILL BASIN	D 5001 W. Churchill Lane	Village of Brown Deer	1999	SB- 077	DRY	X	L	MT- G	MT- G	N	N	P	Mowed basin, monitor and clean debris
WEPCO BASIN	E 4000 W. Bradley Road	WEPCO - maint. by Village of Brown Deer	1999	SB- 081	DRY	X	L	Nt- G	Nt- G	N	N	G	Natural basin, RR ditched west line, monitor and clean debris

**TABLE PART II – E (old TABLE E – 1)
SUMMARY OF DETENTION/RETENTION BASIN AND BMP INSPECTIONS 2011**

BASIN	MAP KEY/ LOCATION DESCRIPTION	OWNER	YEAR CONSTRUCTED	DRAINAGE SUB-BASIN	DRY / WET BASIN	SWMP ON FILE	DEBRIS *	SLOPE VEGETATION **	BASIN VEGETATION **	SEDIMENT **	OILS/ CHEMICALS **	HABITAT **	RECOMMENDATIONS
DONGES WOODS BASIN	F 9426 N. Carlotta Lane	Donges Woods Homeowners Assoc.	2000	BC- 002	WET	X	L	Nt- G	Nt- G	G	N	G	Natural planting developed, monitor debris. Owners association to provide maintenance plan.
MARRIOTT BASIN	G 5200 W. Brown Deer Road	Marriott Inn	2000	BC- 106	DRY	X	M	Nt- G	Nt- G	N	N	G	Natural planting, monitor debris
HOLIDAY INN - CANDLEWOOD BASIN	H 4434 W. Schroeder Drive	Holiday Inn	1999	BC- 027	WET	X	VL	MT/ Nt- G	Nt-F	N	N	F	Changed from dry to wet basin, good development in 2011
CULVERS BASIN	I 4327 W. Schroeder Drive	Culvers	2000	BC- 027	DRY	?	L	MT- G	MT- G	N	N	N	Mowed basin, monitor debris
TIRES PLUS BASIN	J 9101 N. Deer Brook Trail	Tires Plus	1998	BC- 068	DRY	?	M	MT- G	Nt-F	N	N	F	Mowed, monitor debris, naturalized bottom
ALGONQUIN MANOR BASIN	K 5005 W. Bradley Road	Algonquin Manor	2000	SB- 124	DRY	?	VL	MT- G	Nt- G	N	N	G	Mowed slope, natural bottom, monitor debris
BROWN DEER BAPTIST CHURCH BASIN	L 7908 N. 51 st Street	Brown Deer Baptist Church	2000	SB- 125	DRY	?	VL	MT- G	MT/ Nt	G	N	P	Mowed, recommend naturalizing, monitor debris
TRIPOLI BASIN	M 7401 N. 43 rd Street	Tripoli Country Club	2000	SB- 149	DRY	X	L	Nt- G	Nt- G	N	N	G	Naturalized, monitor debris. Tripoli provided Nutrient Management Plan for golf course.

**TABLE PART II – E (old TABLE E – 1)
SUMMARY OF DETENTION/RETENTION BASIN AND BMP INSPECTIONS 2011**

BASIN	MAP KEY/ LOCATION DESCRIPTION	OWNER	YEAR CONSTRUCTED	DRAINAGE SUB-BASIN	DRY / WET BASIN	SWMP ON FILE	DEBRIS *	SLOPE VEGETATION **	BASIN VEGETATION **	SEDIMENT **	OILS/ CHEMICALS **	HABITAT **	RECOMMENDATIONS
Guaranty Bank Pking. Lot Rehab	O 4000 W. Brown Deer Road	Guaranty Bank	2002	MR- 007	DRY	X	L	MT/ Nt	P	N	N	P	Plantings and drainage being monitored, replaced 2010
Continental Bank Parking Lot	P 4335 W. River Lane	Continental Bank	2002	MR- 012	BMP' s	X	L	N	N	N	VL	N	Ponded storage, dynaflow restrictors, stormceptor outlet control, cleaned system in 2003, 2009, 2010, cleaned 2011
True Value Redevelopment	Q 7649 N. Teutonia Avenue	Sterling True Value	2003	SB- 147	DRY	X	VL	G	G	N	N	F	Plantings continue to develop, monitor debris
Audi Dealership Development	R 4400 W. Brown Deer Road	Audi	2005	BC- 027	WET	X	VL	MT- G	Nt- G	N	N	F	Completed in 2006, aquatic and bank slopes have developed
Deer Brook Residential Subdivision	T Brandybrook Trail	Pebblebrook Homes	2005	BC- 14	WET	X	L	Nt- G	Nt- G	N	N	G	Completed in 2006, aquatic and bank slopes have developed

**TABLE PART II – E (old TABLE E – 1)
SUMMARY OF DETENTION/RETENTION BASIN AND BMP INSPECTIONS 2011**

BASIN	MAP KEY/ LOCATION DESCRIPTION	OWNER	YEAR CONSTRUCTED	DRAINAGE SUB-BASIN	DRY / WET BASIN	SWMP ON FILE	DEBRIS *	SLOPE VEGETATION **	BASIN VEGETATION **	SEDIMENT **	OILS/ CHEMICALS **	HABITAT **	RECOMMENDATIONS
Lowes	S 6300 Brown Deer Rd.	Lowes	2006	BC- 119	BMP' s	X	VL	N	N	N	VL	N	Porous pvmt, sweeping, stormceptor, and Village Baysaver – Issued notice to Lowes for improved sweeping and cleaning of stormceptor, 2009 system cleaned – porous pavement failed test – orders issued to correct, 2010 legal action begun against Lowes, 2011 Lowes installed flow control to back charge storage field under failed porous pavement
DDS Office	U 4420 Bradley Rd.	DDS	2007	SB- 114	DRY	X	VL	Nt- G	Nt- G	N	N	F	Final plantings in 2008 – monitor, good development in 2011
Bradley Road GenCap	V	GenCap	2007t thru 2012	SB- 113, 114, 122, 126	BMP' s	X	N	N	N	N	N	N	Under development, addition of green space, rain gardens, BMP's – 2009 Site capped with grasses, 2010 grasses growing, 2011 began next phase construction
60 th Condo GenCap and Walgreens	W	GenCap and Walgreens	2007 thru 2012	BC- 111, 127	WET	X	VL	G	G	N	N	G	Repairs to erosion and capped old drain pipe that had opened, plantings completed

**TABLE PART II – E (old TABLE E – 1)
SUMMARY OF DETENTION/RETENTION BASIN AND BMP INSPECTIONS 2011**

BASIN	MAP KEY/ LOCATION DESCRIPTION	OWNER	YEAR CONSTRUCTED	DRAINAGE SUB-BASIN	DRY / WET BASIN	SWMP ON FILE	DEBRIS *	SLOPE VEGETATION **	BASIN VEGETATION **	SEDIMENT **	OILS/ CHEMICALS **	HABITAT **	RECOMMENDATIONS
Market Place Development	N	JDN Development	2008	MR- 007	BMP's	X	VL	Gr	N	N	VL	N	Regraded west infiltration ditch along Green Bay Road and installed 2 stormceptors. 2009, 2010 stormceptors cleaned and reports submitted, 2011 stormceptors cleaned and report submitted
TAPCO	X 5100 Brown Deer Rd.	TAPCO	2008	BC-	DRY	X	VL	MT- P	MT- P	N	N	P	Constructed 2008, monitor development of plantings
Levine Clinic	BB 8860 N.60th	Dr. Levine	2009	BC-22	DRY	X	VL	Nt-F	Nt-F	N	N	F	Constructed 2009, monitor development of plantings, minor growth 2010, 2011
Jewish Federation	AA Sherman/Bradley /Teutonia	Jewish Federation	2009 - 2010	SB- 115	DRY	X	L	Nt- F	Nt- F	N	N	F	Redevelopment of 3 sites – added green space and dry basin 2009 – construction began in fall, 2010 completed and monitoring, minor growth 2011

OTHER SWMP'S UNDER CONSTRUCTION OR DESIGN/REVIEW

**TABLE PART II – E (old TABLE E – 1)
SUMMARY OF DETENTION/RETENTION BASIN AND BMP INSPECTIONS 2011**

BASIN	MAP KEY/ LOCATION DESCRIPTION	OWNER	YEAR CONSTRUCTED	DRAINAGE SUB-BASIN	DRY / WET BASIN	SWMP ON FILE	DEBRIS *	SLOPE VEGETATION **	BASIN VEGETATION **	SEDIMENT **	OILS/ CHEMICALS **	HABITAT **	RECOMMENDATIONS
Original Village Street Scope	Y	Village	2012	MR- 12 & SB- 001	WET			Under final development – addition of green space and 2 wet basins and BMP's, SLAMM 50%+ – Construction 2012					
49 th Street	Z 49 th /County Line	Stange Greenhouse	2008 thru 2015	MR- 103, 104, BC- 008				Under preliminary development. Last open space for development 2009 - 2011 no activity					
Algonquin Redevelopment Site	CC 47 th /Woodale- Parkland	Brown Deer School Distr.		SB- 128 &132				School and parking removed and area turf capped for future redevelopment					
Brown Deer School District Campus	DD – may replace "C" above	Brown Deer School Distr.	2012 thru 2014	SB- 057 & 102				Rehabilitate buildings and grounds, removal of impervious surface, dry basins, naturalized areas, stream improvements to N. Tributary of South Branch Creek					

* DEBRIS in basin: VL - Very Light, L - Light, M - Medium, H - Heavy

** VEGITATION, SEDIMENT, OILS, HABITAT: N - None, G - Good, F - Fair, P - Poor, Nt - Natural, MT - Mowed Turf

NOTE: Reports for Lowes and Market Place are on file at the Department of Public Works and Department of Community Development.

TABLE PART II - C

ILLCIT CONNECTION/DISCHARGE PROGRAM

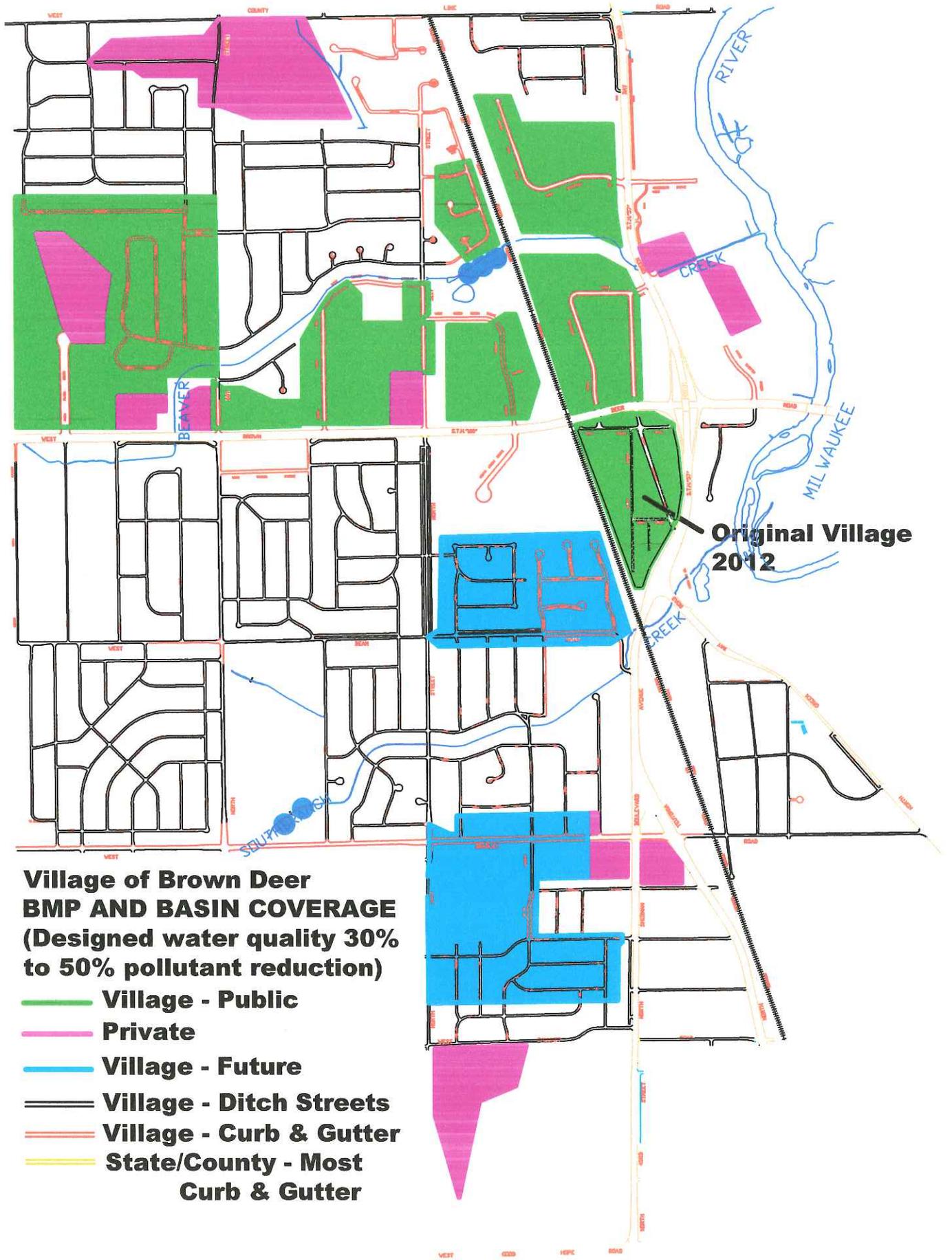
2007 – UP-DATED

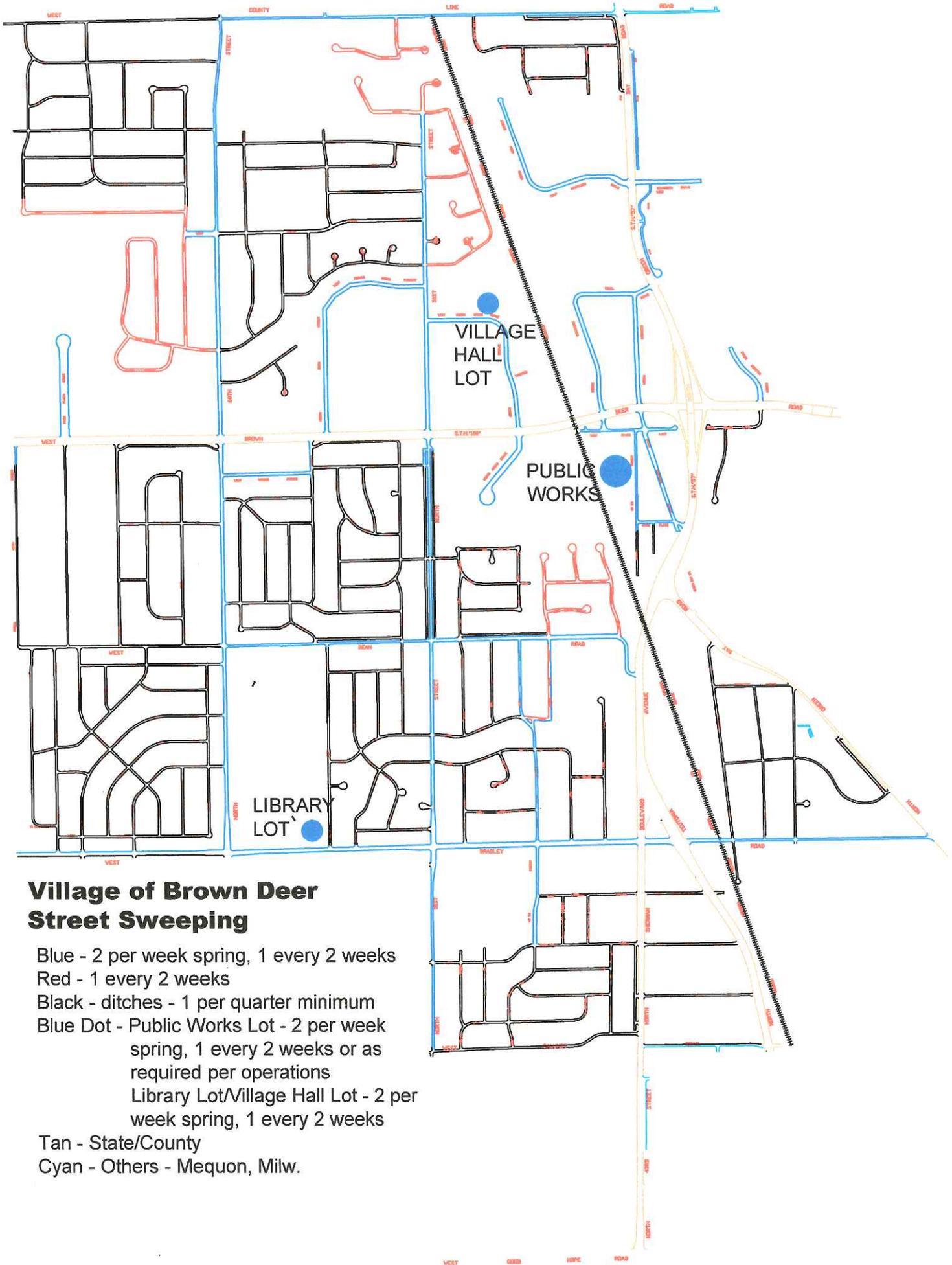
2008 – UP-DATED

2009 – UP-DATED

2010 – UP-DATED, Sampling and
Sign detail added

2011 – UP- DATED, 2011 Sampling added





ILLICIT DISCHARGE SAMPLING AND TESTING 2011

Sampler: Dan Bishop, Stormwater Technician
Weather: 36 degrees, ptly. cloudy, SEB

Testing: Dan Bishop, Stormwater Technician

NO.	LOCATION OF SAMPLE	DATE	Temperature Sampled F	Temperature Tested F	Chlorine Hach mg/l	Copper Hach ppm	Sulfate SenSate Test Strip ppm	Lead or Hach SenSate Test Strip ppm	Ind. Test Sys. Test ppm	Iron SenSate Test Strip mg/l	Nitrate SenSate Test Strip mg/l	Nitrite SenSate Test Strip mg/l	Phenols Hach mg/l	Sulfate/Sulfite mg/l	Phosphates LaMotte or Hach mg/l	Pesticide Ind. Test Sys. Quick Stick - Poss/Neg	Atrazine, Simazine Peroxide Water Works Test ug/l	Chloride SenSate Test Strip mg/l	or Hach SenSate Test Strip mg/l	Salt LaMotte Test Strip ppm	pH Hach Meter	TDS mg/l	TSS mg/l	Chromium	Zinc	Ammonia	Fecal Colif. Bac.	Comments	
1	South Branch Bradley Outfall	12/2/2011	34	54	0	0	<200/10	<100	0	0.5	0	0	0	0	0	N	<0.5	0	0	<1500	8.2	X	X	X	X	X	X		
2	South Branch at 55th	12/2/2011	35	55	0	0	<200/10	<100	0	0.5	0	0	0	0	0	N	<0.5	0	0	<1500	8.2	X	X	X	X	X	X		
3	South Branch E. of 54th	12/2/2011	34	55	0	0	<200/10	<100	0	0.5	0	0	0	0	0	N	<0.5	0	0	<1500	8.1	X	X	X	X	X	X		
4	South Branch E. of 50th	12/2/2011	35	54	0	0	<200/10	<100	0	0.5	0	0	0	0	0	N	<0.5	0	0	<1500	8.1	X	X	X	X	X	X		
5	South Branch E. of Teutonia Box	12/2/2011	35	53	0	0	<200/10	<100	0	0.5	0	0	0	0	0	N	<0.5	0	0	<1500	8.2	X	X	X	X	X	X		
6	South Branch W. of Gr. Bay Ct.	12/2/2011	34	54	0	0	<200/10	<100	0	0.5	0	0	0	0	0	N	<0.5	0	0	<1500	8.2	X	X	X	X	X	X		
7	Dean W. of 60th	12/2/2011	35	54	0	0	<200/10	<100	0	0.5	0	0	0	0	0	N	<0.5	0	0	<1500	7.9	X	X	X	X	X	X		
8	Beaver Creek at W. Vill. Limits	12/2/2011	35	55	0	0	<200/10	<100	0	0.5	0	0	0	0	0	N	<0.5	0	0	<1500	8	X	X	X	X	X	X		
9	Beaver Creek E. of 64th	12/2/2011	34	54	0	0	<200/10	<100	0	0.5	0	0	0	0	0	N	<0.5	0	0	<1500	8.2	X	X	X	X	X	X		
10	Beaver Creek 62nd N. side Br. Dr. Rd.	12/2/2011	34	55	0	0	<200/10	<100	0	0.5	0	0	0	0	0	N	<0.5	0	0	<1500	8.2	X	X	X	X	X	X		
11	Beaver Creek at 60th	12/2/2011	34	54	0	0	<200/10	<100	0	0.5	0	0	0	0	0	N	<0.5	0	0	<1500	8.2	X	X	X	X	X	X		
12	Beaver Creek at 55th	12/2/2011	40	54	0	0	<200/10	<100	0	0.5	0	0	0	0	0	N	<0.5	0	0	<1500	8.2	X	X	X	X	X	X	Sig-nl-Cast cooling water discharge warm	
13	Beaver Creek at 51st	12/2/2011	36	55	0	0	<200/10	<100	0	0.5	0	0	0	0	0	N	<0.5	0	0	<1500	8.2	X	X	X	X	X	X		
14	Beaver Creek at lagoon outlet	12/2/2011	35	56	0	0	<200/10	<100	0	0.5	0	0	0	0	0	N	<0.5	0	0	<1500	8.2	X	X	X	X	X	X		
15	Beaver Creek W. Gr. Bay Rd.	12/2/2011	35	53	0	0	<200/10	<100	0	0.5	0	0	0	0	0	N	<0.5	0	0	<1500	8.2	X	X	X	X	X	X		
16	Beaver Creek W. of Millw. Riv.	12/2/2011	34	54	0	0	<200/10	<100	0	0.5	0	0	0	0	0	N	<0.5	0	0	<1500	8.1	X	X	X	X	X	X		
17																													

NOTES: All testing done at a temperature of 54 degrees at DPW.
Water temperature at sampling 34 to 40 degrees.
All samples clear, except some organic floating in samples

**TABLE PART II – C (old APPENDIX E-7)
ILLICIT CONNECTION/DISCHARGE PROGRAM**

Basin	No. Subbasins*	Outfall ID	Location	Type	Size	Area Drained (Acres)	Major Outfall	Outfall Type	Owner	Comment	Inspection Observations
B	1	B1/J1	64 th & BC NWQ	HDPE	12	1			LOCAL	Receives flow from swales	NOTE: For outfalls from swales – all conditions have been dry unless noted otherwise.
B	1	B2/J1	64 th & BC SWQ	CMP	12	4			LOCAL	Receives flow from swales	
B	1	B3/J2	64 th & BC NEQ	SWALE	96x 24	0.5			LOCAL	Pipe removed and rip/rap swale	
B	1	B4/J2	64 th & BC SEQ	SWALE	96x 24	2			LOCAL	Pipe removed and rip/rap swale	
B	6	B5/J3	63 rd easement to BC	RCP	21	51			LOCAL	Receives flow from swales	Always flowing – minor - from ground water and sump pumps
B	2	B6/J4	DOT W Brown Deer Rd to BC	RCP	42	19			STATE		
B	13	B7/J4	DOT E Brown Deer Rd to BC	RCP	54	75	Y	1	STATE		
B	12	B8/J5	Park Plaza Comm to BC rear Lowes	RCP	48	79	Y	1	LOCAL	Storm sewer with multi-family connections – sump pumps and downspouts.	Ground water and AC condensate – minor flow and clear, no odors. Baysaver 10K installed 2006
B	14	B9/J6	60 th & BC NWQ	RCP	48	109	Y	1	LOCAL	Storm sewer with most homes connected – sumps and downspouts.	Ground/sump water – minimal flow and clear, no odors. Baysaver 10K installed 2006
B	1	B10/J6	60 th & BC SWQ	RCP	18	9			LOCAL	60 th Str. North of Brown Deer Rd. and grass swale east	Ground water – minimal flow and clear, no odors. Baysaver 5K installed 2006
B	1	B10.5/J6	60 th & BC SEQ	CMP	24	9			LOCAL	Receives flow from swales	
B	3	B11/J7	Silverbrook/Pearlette easement to BC	CMP	24	16			LOCAL	Receives flow from swales	
B	3	B12/J7	Green Brook easement to BC	CMP	30	13	Y	2	LOCAL	Receives flow from swales	Dry, minimum flow when yard watering is occurring
B	2	B13/J8	Silverbrook easement to BC		24	12			LOCAL	Receives flow from swales	Dry, minimum flow when yard watering is occurring

**TABLE PART II – C (old APPENDIX E-7)
ILLICIT CONNECTION/DISCHARGE PROGRAM**

Basin	No. Subbasins*	Outfall ID	Location	Type	Size	Area Drained (Acres)	Major Outfall	Outfall Type	Owner	Comment	Inspection Observations
B	2	B14/ J9	55 th to BC	RCP	30	15	Y	2	LOCAL	Receives cooling water from Signicast foundry – outfall is always flowing	Flow is warm, clear, no odors . Baysaver 5K installed 2006
B	3	B15/ J10	Alpine to BC	HDPE	24	16.6			LOCAL	Receives flow from swales, sumps	Min. flow from sumps, diversion pipe from Fairy Chasm Ln. 2006
B	1	B16/ J11	Joleno/Deer Ct to BC	CMP	12	6			LOCAL	Receives flow from swales	
B	5	B17/ J12	Fairy Chasm easement to BC	CMP	30	15.4			LOCAL	Receives flow from swales	Some flow diverted to B15/J10 in 2006
B	1	B18/ J13	BC Pwy W to BC	RCP	15	5			LOCAL		
B	1	B19/ J14	Joleno/Troy Ct to BC	CMP	12	4			LOCAL	Receives flow from swales	
B	1	B20/ J15	Joleno/Surf Ct to BC	CMP	12	5			LOCAL	Receives flow from swales	
B	1	B21/ J16	BC Pwy to BC	RCP	15	4			LOCAL		NyloPlast Separator 2005
B	2	B22/ J17	BC Pwy & 51 st to BC	RCP	18	6	Y	2	LOCAL	Street catch basins	Dry, BaySaver 3K in 2009
B	1	B23/ J18	Cloverleaf & 60 th Diversion Chamber	PA	31X 50	70	Y	1	LOCAL	Receives flow from swales.	Dry, minimum flow when yard watering is occurring
B	1	B24/ J19	Donges Ln to creek	PA	38.93	33			LOCAL	Sump pumps connected	Dry, minimum flow when yard watering is occurring and/or sumps
B	1	B25/ J20	Woodland Cul-d-sac to creek	RCP	15	2			LOCAL	Sump pumps connected	Dry, minimum flow when yard watering is occurring and/or sumps
B	1	B26/ J21	Woodland to creek	RCP	15	3			LOCAL		Dry, minimum flow when yard watering is occurring
B	11	B27/ J22	51 st & BC NWQ	CMP	2-60	282	Y	1	LOCAL	Receives flow from swales	Dry, minimum flow when yard watering is occurring
B	25	B28/ J23	DOT Br Dr Rd E 51 st outlet	RCP	60	145	Y	1,2	STATE		Goes to naturalize swale, naturalized in 2008
B	1	B29/ J24	51 st to drainage way N Br Dr Rd	RCP	42	6	Y	2	LOCAL		Dry, ground water seepage – wet – no flow

**TABLE PART II – C (old APPENDIX E-7)
ILLCIT CONNECTION/DISCHARGE PROGRAM**

Basin	No. Subbasins*	Outfall ID	Location	Type	Size	Area Drained (Acres)	Major Outfall	Outfall Type	Owner	Comment	Inspection Observations
B	5	B30/ J25	51 st to drainage way S Gr Brk Dr	RCP	30	34	Y	2	LOCAL	Indust. Storm Water Monitoring Location	Dry, ground water after rain, clear & no odor, BaySaver 5K in 2009
B	5	B31/ J26	Metavante S Gr Brk Dr	PA	38X 60	28			LOCAL		Dry, ground water after rain, clear & no odor BaySaver 10X in 2009
B	1	B32/ J27	Gr Brk Dr to drainage way culvert	RCP	18	5			LOCAL		Dry, ground water after rain, clear & no odor
B	38	B33/ J28	Naturalized drainage way to BC	SWALE	720x 120	238	Y	1,2	LOCAL	Receives flow from B28,29,30,31,32	Always has flow, ground water and AC condensate, clear & no odor. Naturalize under WDNR grant 2007
B	6	B34/ J29	Fairy Chasm to Lagoon	RCP	27	22			LOCAL		BaySaver 5K installed 2007
B	1	B35/ J30	Fairy Chasm to RR	VCP	15	4			LOCAL	Sump pump connections	Railroad ditch in very poor condition, outfall 50% blocked. In CIP for improvements – R/R contacted.
B	2	B36/ J31	RR to BC	SWALE	96x 24	11			LOCAL	Receives flow from swales	
B	5	B37/ J32	Schroeder to BC	PA	38X 60	45	Y	1,2	LOCAL	This location was monitored, serves business office area	Minimum, AC condensate, clear, no odors. BaySaver 10K installed 2007
B	12	B38/ J33	DeerBrook to BC	RCP	54	60	Y	1	LOCAL		Dry, ground water seepage up to two weeks after rain event, clear & no odor. BaySaver 10K installed 2007.
B	4	B38/ J34	DOT Gr Bay to BC	CMP	48	31	Y	2	STATE		
B	1	B39/ J35	Gr Bay Serv Dr to BC	CMP	24	1			LOCAL	Street catch basins	Stormceptor installed 2008 as part of Market Place Management Plan
B	3	B40/ J35	DOT Gr Bay to BC	RCP	42	18			STATE		
B	1	B41/ J35	Gr Bay Serv Dr to BC	CMP	12	0.5			LOCAL	Street catch basins	
B	1	B42/ J36	N Market Pl to BC	CMP	36	13			LOCAL		Stormceptor installed 2008 as part of Market Place Management Plan

**TABLE PART II – C (old APPENDIX E-7)
ILLICIT CONNECTION/DISCHARGE PROGRAM**

Basin	No. Subbasins*	Outfall ID	Location	Type	Size	Area Drained (Acres)	Major Outfall	Outfall Type	Owner	Comment	Inspection Observations
B	1	IJ0.5/J0.5	DOT to BC at WWL	RCP	60	81	Y	1	COUNTY		
B	5	IJ0.3/J0.3	City of Milw BC head	CREEK	300	845	Y	1	MILW.		
S	26	S1/J1	60 th N Trib to Sch Prop	2 – conc. Box 1 – conc. Elip.	2 – 72x36 1 – 29x45	374	Y	1,2	LOCAL	Receives flow from swales & Milw. ponds	Always has flow from ground water, clear & no odor – in winter Milw. ponds have died due to ice and snow cover and get odor from ponds and poor water – low oxygen.
****S	0	S1/ J10									CHANGED TO S10/J10
S	1	S2/J2	Mid Sch to HS bridge	SWALE	96x32	16			LOCAL	Receives flow from swales – S1	Always has flow, see S1/J1
S	7	S3/J3	Dean Swale to N Trib	SWALE	96x24	39			LOCAL	Receives flow from swales – S1, 2	Always has flow, see S1/J1
S	0	S4			0					NOT USED	
S	40	S5/J5	54 th to SB NEQ	CMP	60	472	Y	1	LOCAL	Receives flow from swales – S1, 2, 3	Always has flow, clear & no odor, see S1/J1
S	0	S6			0					NOT USED	
S	7	S7/J7	54 th to SB N of Goodrich	RCP	24	13			LOCAL	Receives flow from swales	Dry, ground water seepage up to two weeks after rain event, clear & no odor, or yard watering
S	1	S8/J8	55 th Cul-d-Sac to SB	CMP /RCP	15	1			LOCAL	Receives flow from swales	
S	2	S9/J9	54 th to SB SWQ	SWALE	96x24	4			LOCAL	Receives flow from swales	
****S	2	S10/ J10	51 st to SB SWQ	SWALE	96x24	9			LOCAL	Receives flow from swales	
S	4	S11/ J11	51 st to SB NWQ	SWALE	96x24	24			LOCAL	Receives flow from swales	
S	20	S12/ J12	Bradley Storm to drainage way	RCP	48	126	Y	1	LOCAL		Always has minor flow from ground water, clear & no odor. Planning for separator and naturalize drainage way by 2014

**TABLE PART II – C (old APPENDIX E-7)
ILLICIT CONNECTION/DISCHARGE PROGRAM**

Basin	No. Subbasins*	Outfall ID	Location	Type	Size	Area Drained (Acres)	Major Outfall	Outfall Type	Owner	Comment	Inspection Observations
S	23	S13/ J13	Drainage way to SB W of 50 th	RCP	36/54	141	Y	1	LOCAL	Receives flow from S12/J12	Always has minor flow from ground water, clear & no odor. Planning for naturalize drainage way by 2014
S	2	S14/ J14	Churchill/50 th to SB	RCP	18	10			LOCAL	Receives flow from swales	
S	3	S15/ J15	Willow to SB	CMP	15	9			LOCAL	Receives flow from swales	
S	3	S16/ J16	Churchill/49 th to SB	RCP	21	13			LOCAL	Receives flow from swales	
S	1	S17/ J17	47 th culvert at SB	SWALE	96x 24	5			LOCAL	Receives flow from swales	
S	1	S18/ J18	47 th culvert at SB	SWALE	96x 24	6			LOCAL	Receives flow from swales	
*****S	0	S19/ J19	47 th & SB NEQ	RCP	36	0	Y	1	LOCAL	Overflow control from Churchill Basin connected to S16/J16	Dry, ground water seepage up to two weeks after rain event, clear & no odor.
S	2	S20/ J20	46 th at SB 12 th culvert at top of swale	SWALE	96x 24	10			LOCAL	Receives flow from swales, one street catch basin flows to swale	
S	3	S21/ J21	Brooklane complex to SB	SWALE	96x 24	31			LOCAL	Receives flow from swales	
S	16	S22/ J22	Milw Cty Teutonia outfall at Dean	RCP	54	219	Y	1,2	COUNTY		
S	1	S23/ J23	Dean outfall to SB - 2 catch basins on N/S leg	CMP	15	3			LOCAL		
S	14	S24/ J24	Dean storm sewer outfall to SB	RCP	48	89	Y	1,2	LOCAL	Storm sewer with all homes connected – sumps & downspouts.	Minimal flow, sump pumps and AC condensate, clear & no odor
S	1	S25/ J25	Milw Cty Teutonia outfall SQ at bridge	RCP	18	8			COUNTY		
S	1	S26/ J26	Milw Cty Teutonia outfall NQ at bridge	RCP	15	3			COUNTY		

**TABLE PART II – C (old APPENDIX E-7)
ILLICIT CONNECTION/DISCHARGE PROGRAM**

Basin	No. Subbasins*	Outfall ID	Location	Type	Size	Area Drained (Acres)	Major Outfall	Outfall Type	Owner	Comment	Inspection Observations
S	10	S27/ J27	DOT Gr Bay outfall SQ at bridge	RCP	36	59	Y	1	STATE		
S	2	S28/ J28	DOT Gr Bay outfall NQ at bridge	RCP	48	20	Y	2	STATE		
S	1	IJ6/J6	City of Milw Bradley sewer outfall by Library	RCBOX	240x108	637	Y	1	MILW.		
M	1	M1/ J1	Kildeer outfall from swale to Milw Riv	RCP	36	27			LOCAL	Street catch basins, natural swales up and down stream	Minimal flow from ground water, clear & no odor
M	1	M2/ J2	DOT Br Dr/Gr Bay outfall to Milw Riv	RCP	48	59	Y	1	STATE		
M	1	M3/ J3	DOT Gr Bay easement at Northpoint outfall to Milw Riv	RCP	54	57	Y	1	STATE		
O**	1	O1/J1	DOT Gr Bay culvert service drive to River Hills	PVC	24	29			STATE	Receives flow from swales	Storage swales created in service drive median – naturalized in 2006
O***	1	O2/J2	Pelican to service drive outfall at drive	HDPE	30	29			LOCAL	Receives flow from swales	Dry, does have 2 sump pump connections
	409					2,168	28	17	Local, 7 State, 2 County, 2 City of Milw.		

Basin – B = Beaver Creek, S = South Branch, M = Milwaukee River, O = to River Hills & Milw. River
 Location – NEQ, SEQ, NWQ, SWQ – North/South East/West Quadrant of crossing; BC = Beaver Creek, SB = South Branch
 Type – CMP = Corrugated Metal Pipe, PA = Pipe Arch, RCP = Reinforced Concrete Pipe, HDPE = High Density Polyethylene
 Outfall Type – Type 1 = ID 36"+, 50 acres+ Type 2 = ID 12"+, 2 acres+ zoned Industrial
 Owner – LOCAL = BROWN DEER, STATE = WISDOT, COUNTY = MILWAUKEE COUNTY, MILW. = CITY OF MILWAUKEE

TABLE PART II – C (old APPENDIX E-7)
ILLCIT CONNECTION/DISCHARGE PROGRAM

- Mapped subbasins may have been divided between outfalls. Therefore, particular subbasins may have been counted as part of more than one outfall.

- 2004 SSO's June 2004 rain events, reported to WDNR.
- ** 2004 Was shown as Local Owner in application – actually is State and was rehabbed in 2003 by the State WDOT
- *** 2004 New outfall added. Flows to O1/J1.
- **** 2005 S1/J10 changed to S10/J10 – error in 2000 management plan had S1-/J10 on map. New designation is more accurate.
- ***** 2005 S19/J19 added for Churchill Basin overflow. Head structure is at Outfall ID S16/J16 – only functions when basin is reaching capacity.
- 2006 Private outfall from Rivers Edge Condominium Complex had report of contractor illegally discharging/cleaning. Reported to WDNR and warden investigated.
- 2007 No reports of illegal discharges or cleanings.
- 2008 No reports of illegal discharges or cleanings. SSO's June 2008 rain events, reported to WDNR.
- 2009 No reports of illegal discharges or cleanings.
- 2010 No reports of illegal discharges or cleanings. SSO's July 2010 rain events, reported to WDNR.
- 2011 **No reports of illegal discharges or cleanings. No SSO's**

TABLE PART II - F

**SUMMARY OF STORM SEWER CONTROL
DEVICES INSTALLED OF STRUCTURAL FLOOD
CONTROL DEVICE TABLE E-11-2
(SEE 2007 REPORT FOR TABLE E-11-2)**

**2007 – UP-DATED
2008 – UP-DATED
2009 – UP-DATED
2010 – UP-DATED
2011 – NO REVISIONS**

**TABLE PART II – F (old TABLE E – 11 – 2 B)
SUMMARY OF STORM SEWER CONTROL DEVICES INSTALLED OF
STRUCTURAL FLOOD CONTROL DEVICE TABLE E-11-2**

STORM SEWER SYSTEM IDENTIFICATION	SUB-BASINS SERVED	MAIN BASIN	RECEIVING WATER	OUTFALL DESIGNATION AND SIZE	INLETS ON SYSTEM	DRAINAGE AREA IN ACRES FOR OUTFALL	SUSPENDED SOLIDS W/O BMP (TONS)	SUSPENDED SOLIDS W/BMP'S (TONS)	SUSPENDED SOLIDS RATING	RECOMMENDED STRUCTURAL FLOOD CONTROL DEVICE OR INSTALLED DEVICE AND YEAR OF ACTIVATION
Park Plaza Residential	BC13	BC	MR	B-9/J-6 – 48"	55	108	7.4	4.8	L	<u>BAYSAVER 10K, 2005**</u>
N. 60 TH Business & Residential	BC21	BC	MR	B-10/J-6 – 15"	2	13.94	1.94	1.65	M	<u>BAYSAVER 5K, 2005**</u>
Park Plaza Business	BC14	BC	MR	B-8/J-5 – 48"	12+ Private	75	11.9	7.9	H	<u>BAYSAVER 10K, 2006**</u>
Arbon Business	BC20	BC	MR	B-31/J-26 – 38"X60"	16	27.7	6.1	4.7	M	<u>BAYSAVER X in 2009**</u>
N. 55 th Street Business	BC24	BC	MR	B-14/J-9 – 30"	10	16	4.4	3.1	H	<u>BAYSAVER 5K, 2005**</u>
Wahner Residential	BC19	WD/ BC	MR	UPSTREAM OF B-7/J-4WD – 30"	10	75	5.3	3.1	L	ADS SYST., BAYSAVER, ECOSTORM, AQUASWIRL, VORTECNIC
N. 51 st Street Business North	BC20	BC	MR	B-30/J-25 – 30"	5	37	14.4	11.2	H	<u>BAYSAVER 3K in 2009**</u>
N. 51 st Street Business South	BC20	BC	MR	B-29/J-24 – 42"	4	9	2.8	1.8	H	<u>BAYSAVER 5K in 2009**</u>
Fairy Chasm Residential	BC4	BC	MR	B-34/J-29 – 27"	8	24.2	1.5	1.0	L	<u>BAYSAVER 5K, 2007**</u>

NOTE: VORTECNIC UNIT ADDED TO TABLE 2004, Baysaver unit installation on storm sewer systems – in BOLD

**TABLE PART II – F (old TABLE E – 11 – 2 B)
SUMMARY OF STORM SEWER CONTROL DEVICES INSTALLED OF
STRUCTURAL FLOOD CONTROL DEVICE TABLE E-11-2**

STORM SEWER SYSTEM IDENTIFICATION	SUB-BASINS SERVED	MAIN BASIN	RECEIVING WATER	OUTFALL DESIGNATION AND SIZE	INLETS ON SYSTEM	DRAINAGE AREA IN ACRES FOR OUTFALL	SUSPENDED SOLIDS W/O BMP (TONS)	SUSPENDED SOLIDS W/BMP'S (TONS)	SUSPENDED SOLIDS RATING	RECOMMENDED STRUCTURAL FLOOD CONTROL DEVICE OR <u>INSTALLED DEVICE AND YEAR OF ACTIVATION</u>
Woods Subdivision Residential	BC5	BC	MR	B-24/J-19 – 42" ? PIPE ARCH	13	26.9	1.6	1.1	L	ADS SYST., BAYSAVER, ECOSTORM, AQUASWIRL, VORTECNIC
Meadowside Subdivision Residential	SB17	SB	MR	S-24/J-24 – 48"	32	91	8.3	5.1	L	ADS SYST., BAYSAVER, VORTECNIC
Bradley – N. 51 st Resid/Comm	SB6	SB	MR	S-12/J-12 – 48"	45	122	14.3	8.4	M/H	ADS SYST., BAYSAVER, VORTECNIC
Original Village/DPW Resid/Comm/L. Ind.	MR	WD/ MR	MR	NO DESIGNATION To ditch and WDOT 24"	12, in 2012 adding	36.5	8.0	6.2	M/H	***2012 Streetscape plan has two stormwater wet basins planned for quantity/quality controls 50%+ and catch basin inserts.
Deerwood/Deer Brook Light Industrial	BC27	BC	MR	B-38/J-33 – 54"	23	65	14.5	11.5	M	BAYSAVER 10K, 2007**
Schroeder/N. 49 th Light Industrial	BC2	BC	MR	B-37/J-32 – 38"X60"	15	48.7	10.7	8.3	M	BAYSAVER 10K, 2007**
Schroeder East Resid/Comm/L. Ind.	BC29	WD/ MR	MR	UPSTREAM OF B-38/J-34WD – 12"	2	32	4.1	2.7	L/M	ADS/Nyloplast Separator Catch Basins, 2003**
Arbon Cul-de-sac Light Industrial	BC20	WD/ BC	MR	UPSTREAM OF B-28/J-23WD – 30"	10	144	16.8	11.2	L	ADS SYST., BAYSAVER, ECOSTORM, AQUASWIRL, VORTECNIC

NOTE: VORTECNIC UNIT ADDED TO TABLE 2004, Baysaver unit installation on storm sewer systems – in BOLD

**TABLE PART II – F (old TABLE E – 11 – 2 B)
SUMMARY OF STORM SEWER CONTROL DEVICES INSTALLED OF
STRUCTURAL FLOOD CONTROL DEVICE TABLE E-11-2**

STORM SEWER SYSTEM IDENTIFICATION	SUB-BASINS SERVED	MAIN BASIN	RECEIVING WATER	OUTFALL DESIGNATION AND SIZE	INLETS ON SYSTEM	DRAINAGE AREA IN ACRES FOR OUTFALL	SUSPENDED SOLIDS W/O BMP (TONS)	SUSPENDED SOLIDS W/BMP'S (TONS)	SUSPENDED SOLIDS RATING	RECOMMENDED STRUCTURAL FLOOD CONTROL DEVICE OR <u>INSTALLED DEVICE AND YEAR OF ACTIVATION</u>
Odd Small Units through out Village			MR & OTHER MINOR		202	1021	103.3	56	L	ADS SYST., BAYSAVER, ECOSTORM, AQUASWIRL, VORTECNIC

BC – Beaver Creek SB – South Branch Creek WD – WDOT storm sewer MR – Milwaukee River
 L – Low Loading Rate M – Moderate Loading Rate H – High Loading Rate

**** NOT IN ORIGINAL SLAMM OR REVISED SLAMM ANALYSIS – SLAMM BY AYERS & ASSOC. FOR PROJECT.**

NOTE: VORTECNIC UNIT ADDED TO TABLE 2004, Baysaver unit installation on storm sewer systems – in BOLD

STREAM/RIVER BANK INVESTIGATION OF CONDITIONS

2007 – UP-DATED

2008 – UP-DATED

2009 – UP-DATED

2010 – UP-DATED

2011 – UP-DATED

STREAM/RIVER BANK INVESTIGATION OF CONDITIONS 2011

WATERWAY	REACH	RESPONSIBLE PARTY*	PROJECT REVIEW AND APPROVAL				DESCRIPTION	MILWAUKEE COUNTY Stream Assessment 2004	PLANT HABITAT	AQUATIC HABITAT	EROSION			COMMENTS
			LOCAL	COUNTY	STATE (DNR)	FEDERAL (C.O.E.)					LIGHT	MEDIUM	HEAVY	
Milwaukee River	South Branch to Brown Deer Rd.	MMSD, BROWN DEER, RIVER HILLS	X	X	X	X	Natural River	WOODS	GOOD	L	M	-	GOOD CONDITION, SPOTTY EROSION	
	Brown Deer Rd. to Beaver Creek	MMSD, BROWN DEER, RIVER HILLS	X	X	X	X	Natural River	WOODS	GOOD	L	M	-	GOOD CONDITION, SPOTTY EROSION	
	Beaver Creek to Schroeder Dr. Exf.	MMSD, BROWN DEER, RIVER HILLS	X	X	X	X	Natural River	WOODS	GOOD	L	M	-	GOOD CONDITION, SPOTTY EROSION	
	Schroeder Dr. Exf. to N. VII. Limits	MMSD, BROWN DEER, RIVER HILLS	X	X	X	X	Natural River	GRASS	GOOD	L	M	-	GOOD CONDITION, SPOTTY EROSION	
	Milw. River to enclosure Enclosure to west of Green Bay Rd.	MMSD, BROWN DEER, MMSD, BROWN DEER	X	X	0	X	Naturalized Creek Arch Pipe and Conc. Box	PRAIRIE	GOOD	NA	NA	NA	VERY GOOD CONDITION COMMERCIAL PARKING ABOVE	
	Green Bay Rd. to Lagoon	MMSD, BROWN DEER, BROWN DEER	X	X	0	X	Concrete Invert, grass slopes	GRASS	POOR	NA	NA	NA	TALL GRASS SLOPES	
	Lagoon	BROWN DEER	X	0	X	0	Naturalized Creek	GRASS	POOR	L	-	-	GRASS & NATURALIZED DREDGED 2005-06	
	Lagoon south to Green Brook Dr.	BROWN DEER	X	0	X	0	Naturalized in 2007	PRAIRIE	FAIR	-	-	-	MONITOR GROWTH 2011, 2010, 2009, 2008	
	Green Brook Dr. to Brown Deer Rd.	BROWN DEER	X	0	X	0	Naturalized in 2008	PRAIRIE	FAIR	-	-	-	MONITOR GROWTH 2011, 2010, 2009	
	Lagoon to N.51st Str.	MMSD, BROWN DEER	X	X	X	X	Concrete Invert, grass slopes	GRASS	POOR	L	-	-	MOWED GRASS SLOPES	
2008**	N.51st Str. to N.60th Str.	MMSD, BROWN DEER	X	X	X	X	Concrete Invert, grass slopes	GRASS	POOR	L	-	-	MOWED GRASS SLOPES	
	N.60th Str. to Brown Deer Rd.	MMSD, BROWN DEER	X	X	0	X	Naturalized in 2008	PRAIRIE	FAIR	-	-	-	MONITOR GROWTH 2011, 2010, 2009	
	Brown Deer Rd. to N.64th Str.	MMSD, BROWN DEER	X	0	X	X	Naturalized Creek	PRAIRIE	GOOD	-	-	-	NATURALIZED AND STABILIZED 2005	
	N.64th Str. to N.68th Str.	PROPERTY OWNER	X	0	X	X	Natural Creek	WOODS	FAIR	L	M	-	LIGHT TO MEDIUM EROSION	
	N.68th Str. to Brown Deer Rd.	PROPERTY OWNER	X	0	X	X	Natural Creek	WOODS	FAIR	L	M	-	LIGHT TO MEDIUM EROSION	
South Branch Creek	Brown Deer Rd. to W. VIII. Limits	PROPERTY OWNER	X	0	0	X	Natural Creek	GRASS	POOR	L	-	-	TALL GRASS SLOPES WITH WOODY GROWTH	
	Milw. River to E. VIII. Limits/Gr. Bay Ct.	MMSD, RIVER HILLS	X	0	X	0	Natural Creek	PRAIRIE	GOOD	L	M	-	GOOD CONDITION, SOME LT-MED EROSION	
	E. VII. Limits/Gr. Bay Ct. to Green Bay Rd.	MMSD, BROWN DEER	X	0	X	0	Natural Creek	PRAIRIE	GOOD	L	M	-	GOOD CONDITION, SOME LT-MED EROSION	
	Green Bay Rd. to Teutonia Ave.	MMSD, BROWN DEER	X	0	X	0	Natural Creek	PRAIRIE	GOOD	L	L	-	2009 RRF project, stabilize and expand wetland	
	Teutonia Ave. to Dean Rd.	MMSD, BROWN DEER	X	0	X	0	Natural Creek	PRAIRIE	GOOD	L	M	-	GOOD CONDITION, SOME LT-MED EROSION	
	Dean Rd. to N.47th Str.	MMSD, BROWN DEER	X	0	X	0	Concrete Invert, grass slopes	GRASS	POOR	L	M	H	EROSION AROUND CONCRETE INVERT	
	N.47th Str. to N.51st Str.	MMSD, BROWN DEER	X	X	X	X	Concrete Invert, grass slopes	GRASS	POOR	L	-	-	SPOTTY LIGHT EROSION AT INVERT	
	N.51st Str. to N.54th Str.	MMSD, BROWN DEER	X	X	X	X	Concrete Invert, grass slopes	GRASS	POOR	L	-	-	SPOTTY LIGHT EROSION AT INVERT	
	N.54th Str. to N.55th Str.	MMSD, BROWN DEER	X	X	X	X	Naturalized Creek	GRASS	GOOD	L	-	-	NATURALIZED, RIPRAP, MOWED UPPER	
	N.55th Str. to Bradley Rd.	MMSD, BROWN DEER	X	X	X	X	Naturalized Creek	PRAIRIE	GOOD	-	-	-	LIBRARY/HIGH SCHOOL BASIN	
North Tributary to South Branch Creek	Enclosure at creek to N.55th Str.	BROWN DEER	X	0	X	X	CMP and Conc. Pipe	NA	NA	NA	NA	NA	MOWED GRASS DITCH ABOVE	
	N.55th Str. to N.60th Str.	BROWN DEER	X	X	X	0	Naturalized Creek	GRASS	GOOD	-	-	-	TALL GRASSES AT WATER, MOWED BEYOND	
	N.60th Str. to enclosure on Dean Rd.	BROWN DEER	X	X	X	0	Naturalized Creek	PRAIRIE	GOOD	-	-	-	NATURALIZED, RIPRAP, MOWED UPPER	
	Enclosure to W. VIII. Limits	BROWN DEER	X	X	X	X	CMP and Conc. Pipe	NA	NA	NA	NA	NA	MOWED GRASS DITCH ABOVE	
Brown Deer Creek	Brown Deer, MILWAUKEE, WIDOT	BROWN DEER	X**	X	X	0	Natural, box at Bradley Rd., Concrete box deteriorated - replace/rehab	PRAIRIE	GOOD	L	-	-	GOOD CONDITION, MINOR SPOTTY EROSION	

* When two parties are listed, the first party is responsible for capital flood and quality control improvements. The second party is responsible for general maintenance. Exception to this is Brown Deer Creek.
 ** Village and City of Milwaukee
 X - REVIEW AND APPROVAL REQUIRED FOR CAPITAL PROJECTS.
 0 - REVIEW AND APPROVAL MAY BE REQUIRED, DEPENDS UPON PROJECT.
 >> 2010 - Hired Natural Landscapes, Inc. to maintain naturalized areas of Beaver Creek and South Branch Creek - report on file at Public Works Office for 2010, 2011.

2007* Naturalization began 2007 and finished 2008
 2008* Naturalization to begin in 2008 and finish 2008 along with addition of BaySaver units
 2008** Naturalization to begin in 2008 and finish 2008
 2008*** Stabilization and flood wetland to design in 2008 and construction in 2009 - joint project with WDNR and River Revitalization Foundation.
 2011**** Concrete invert collapsed and covered over in areas, natural vegetation covering over.

PUBLIC WORKS FACILITY REPORT

2007 – UP-DATED

2008 – UP-DATED

2009 – UP-DATED

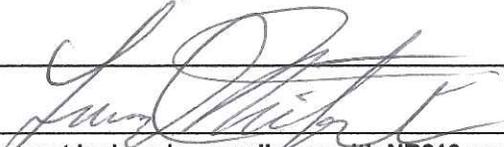
2010 – UP-DATED

2011 – UP-DATED

ANNUAL FACILITY SITE COMPLIANCE INSPECTION

PER NR 216.28(2)

REPORT FOR YEAR 2011

FACILITY NAME: VILLAGE OF BROWN DEER PUBLIC WORKS FACILITY		DATE: MARCH 31, 2012
ADDRESS: 8717 N. 43 rd Street		
CITY: Brown Deer		STATE: WI ZIP: 53209
CONTACT NAME: Larry Neitzel, Supt. of Public Works		
TELEPHONE: (414) 357 - 0120	FAX: (414) 354 - 8373	E-MAIL: vbdpwllarry@sbcglobal.net
INSPECTED BY: Larry Neitzel <small>Print Name</small>		
SITE DRAINAGE PLAN:	No Change _XX_	Description of changes:
Map attached _____		
STORAGE GENERAL	No Change _XX_	Description of changes: Tarps used on stockpiles in yard as needed.
YARD STORAGE	No Change _XX_	Description of changes: Some cleaning and sock piling. Yard swept on schedule and daily during topsoil screening operations.
CHEMICAL STORAGE	No Change _XX_	Description of changes: Yearly State DOT inspection for compliance with road salt storage requirements. The Village has been in compliance since the construction of the salt storage dome in 1988. No chemical spills at DPW.
STORM SEWER VISUAL INSPECTION	No Change _XX_	Description of changes: Catch basins cleaned per schedule. Permanent fabric inserts with oil/chemical absorbent bags installed. Minimal yard flooding was experienced.
SAMPLING AND ANALYSIS	No Change _XX_	Description of changes: None
USE ATTACHED BMP INSPECTION SHEETS FOR REVIEW OF PRACTICES		
RECOMMENDED REVISIONS TO SWPPP: None.		
This is a summary of quarterly inspections conducted in 2011. Quarterly inspections are on file at the Department of Public Works office, 8717 N. 43 rd Street.		
Signature of Inspector:		
The above inspection and report is done in compliance with NR216 regulations and all information is true and accurate as to the conditions observed at the time of inspection.		

ANNUAL FACILITY SITE COMPLIANCE INSPECTION

PER NR 216.28(2)

REPORT FOR YEAR 2011

FACILITY NAME: VILLAGE OF BROWN DEER PUBLIC WORKS FACILITY		DATE: <i>Monday</i> <i>11/21/11</i>	
ADDRESS: 8717 N. 43 rd Street			
CITY: Brown Deer		STATE: WI	ZIP: 53209
CONTACT NAME: Larry Neitzel, Supt. of Public Works			
TELEPHONE: (414) 357 - 0120		FAX: (414) 354 - 8373	E-MAIL: vbdpwlarry@sbcglobal.net
INSPECTED BY: <i>Larry</i> Print Name <i>NEITZEL</i>		WEATHER: <i>38°, Pt. Cloudy</i>	
SITE DRAINAGE PLAN:	No Change <input checked="" type="checkbox"/>	Description of changes:	
Map attached _____			
STORAGE GENERAL	No Change <input checked="" type="checkbox"/>	Description of changes:	
YARD STORAGE	No Change <input checked="" type="checkbox"/>	Description of changes: <i>FINISHED YARD STORAGE FOR WINTER SPOIL BIUS CLEARED OUT</i>	
CHEMICAL STORAGE	No Change <input checked="" type="checkbox"/>	Description of changes:	
STORM SEWER VISUAL INSPECTION	No Change <input checked="" type="checkbox"/>	Description of changes: <i>INSECTS CHECKED AND CLEANED FOR WINTER</i>	
SAMPLING AND ANALYSIS	No Change <input checked="" type="checkbox"/>	Description of changes: <i>NONE</i>	
USE ATTACHED BMP INSPECTION SHEETS FOR REVIEW OF PRACTICES			
RECOMMENDED REVISIONS TO SWPPP: None.			
Signature of Inspector: <i>[Signature]</i>			
The above inspection and report is done in compliance with NR216 regulations and all information is true and accurate as to the conditions observed at the time of inspection.			

ANNUAL FACILITY SITE COMPLIANCE INSPECTION

PER NR 216.28(2)

REPORT FOR YEAR 2011

FACILITY NAME: VILLAGE OF BROWN DEER PUBLIC WORKS FACILITY		DATE: WED. 09/14/11
ADDRESS: 8717 N. 43 rd Street		
CITY: Brown Deer		STATE: WI ZIP: 53209
CONTACT NAME: Larry Neitzel, Supt. of Public Works		
TELEPHONE: (414) 357 - 0120	FAX: (414) 354 - 8373	E-MAIL: vbdpwlarry@sbcglobal.net
INSPECTED BY: <i>LARRY NEITZEL</i> <small>Print Name</small>		WEATHER: <i>60°, PTLY. CLOUDY</i>
SITE DRAINAGE PLAN:	No Change <input checked="" type="checkbox"/>	Description of changes:
Map attached _____		
STORAGE GENERAL	No Change <input checked="" type="checkbox"/>	Description of changes:
YARD STORAGE	No Change <input checked="" type="checkbox"/>	
CHEMICAL STORAGE	No Change <input checked="" type="checkbox"/>	Description of changes:
STORM SEWER VISUAL INSPECTION	No Change <input checked="" type="checkbox"/>	
SAMPLING AND ANALYSIS	No Change <input checked="" type="checkbox"/>	Description of changes: <i>NONE</i>
USE ATTACHED BMP INSPECTION SHEETS FOR REVIEW OF PRACTICES		
RECOMMENDED REVISIONS TO SWPPP: None.		
Signature of Inspector: <i>Larry Neitzel</i>		
The above inspection and report is done in compliance with NR216 regulations and all information is true and accurate as to the conditions observed at the time of inspection.		

ANNUAL FACILITY SITE COMPLIANCE INSPECTION

PER NR 216.28(2)

REPORT FOR YEAR 2011

FACILITY NAME: VILLAGE OF BROWN DEER PUBLIC WORKS FACILITY		DATE: <i>THURSDAY 05/19/11</i>
ADDRESS: 8717 N. 43 rd Street		
CITY: Brown Deer		STATE: WI ZIP: 53209
CONTACT NAME: Larry Neitzel, Supt. of Public Works		
TELEPHONE: (414) 357-0120	FAX: (414) 354-8373	E-MAIL: vbdpwlarry@sbcglobal.net
INSPECTED BY: <i>Larry NEITZEL</i> <small>Print Name</small>	WEATHER: <i>58°, CLOUDY, GUSTY WINDS</i>	
SITE DRAINAGE PLAN:	No Change <input checked="" type="checkbox"/>	Description of changes:
Map attached _____		
STORAGE GENERAL	No Change <input checked="" type="checkbox"/>	Description of changes:
YARD STORAGE	No Change <input checked="" type="checkbox"/>	Description of changes:
CHEMICAL STORAGE	No Change <input checked="" type="checkbox"/>	Description of changes:
STORM SEWER VISUAL INSPECTION	No Change <input checked="" type="checkbox"/>	Description of changes: <i>CLEARED IN APRIL - STILL GOOD CONDITION.</i>
SAMPLING AND ANALYSIS	No Change <input checked="" type="checkbox"/>	Description of changes: <i>done</i>
USE ATTACHED BMP INSPECTION SHEETS FOR REVIEW OF PRACTICES		
RECOMMENDED REVISIONS TO SWPPP: None.		
Signature of Inspector: 		
The above inspection and report is done in compliance with NR216 regulations and all information is true and accurate as to the conditions observed at the time of inspection.		

ANNUAL FACILITY SITE COMPLIANCE INSPECTION

PER NR 216.28(2)

REPORT FOR YEAR 2011

FACILITY NAME: VILLAGE OF BROWN DEER PUBLIC WORKS FACILITY		DATE: <i>Monday</i> <i>02/21/11</i>
ADDRESS: 8717 N. 43 rd Street		
CITY: Brown Deer		STATE: WI ZIP: 53209
CONTACT NAME: Larry Neitzel, Supt. of Public Works		
TELEPHONE: (414) 357-0120	FAX: (414) 354-8373	E-MAIL: vbdpwlarry@sbcglobal.net
INSPECTED BY: <i>Larry</i> Print Name <i>NEITZEL</i>	WEATHER: <i>25°, SNOWING</i>	
SITE DRAINAGE PLAN:	No Change <input checked="" type="checkbox"/>	Description of changes:
Map attached _____		
STORAGE GENERAL	No Change <input checked="" type="checkbox"/>	Description of changes:
YARD STORAGE	No Change <input checked="" type="checkbox"/>	Description of changes: <i>SNOW UP AGAINST WATER BREAK SPOILS</i>
CHEMICAL STORAGE	No Change <input checked="" type="checkbox"/>	Description of changes: <i>NORMAL SPILLAGE AND CLEAN-UP AT SALT DOME</i>
STORM SEWER VISUAL INSPECTION	No Change <input checked="" type="checkbox"/>	Description of changes: <i>ALL FILTERS INTACT.</i>
SAMPLING AND ANALYSIS	No Change <input checked="" type="checkbox"/>	Description of changes: <i>NONE</i>
USE ATTACHED BMP INSPECTION SHEETS FOR REVIEW OF PRACTICES		
RECOMMENDED REVISIONS TO SWPPP: None.		
Signature of Inspector: 		
The above inspection and report is done in compliance with NR216 regulations and all information is true and accurate as to the conditions observed at the time of inspection.		

**YEARLY WINTER OPERATIONS REPORT –
CHEMICAL DEICER USE 1989 - 2011**

2007 – UP-DATED

2008 – UP-DATED

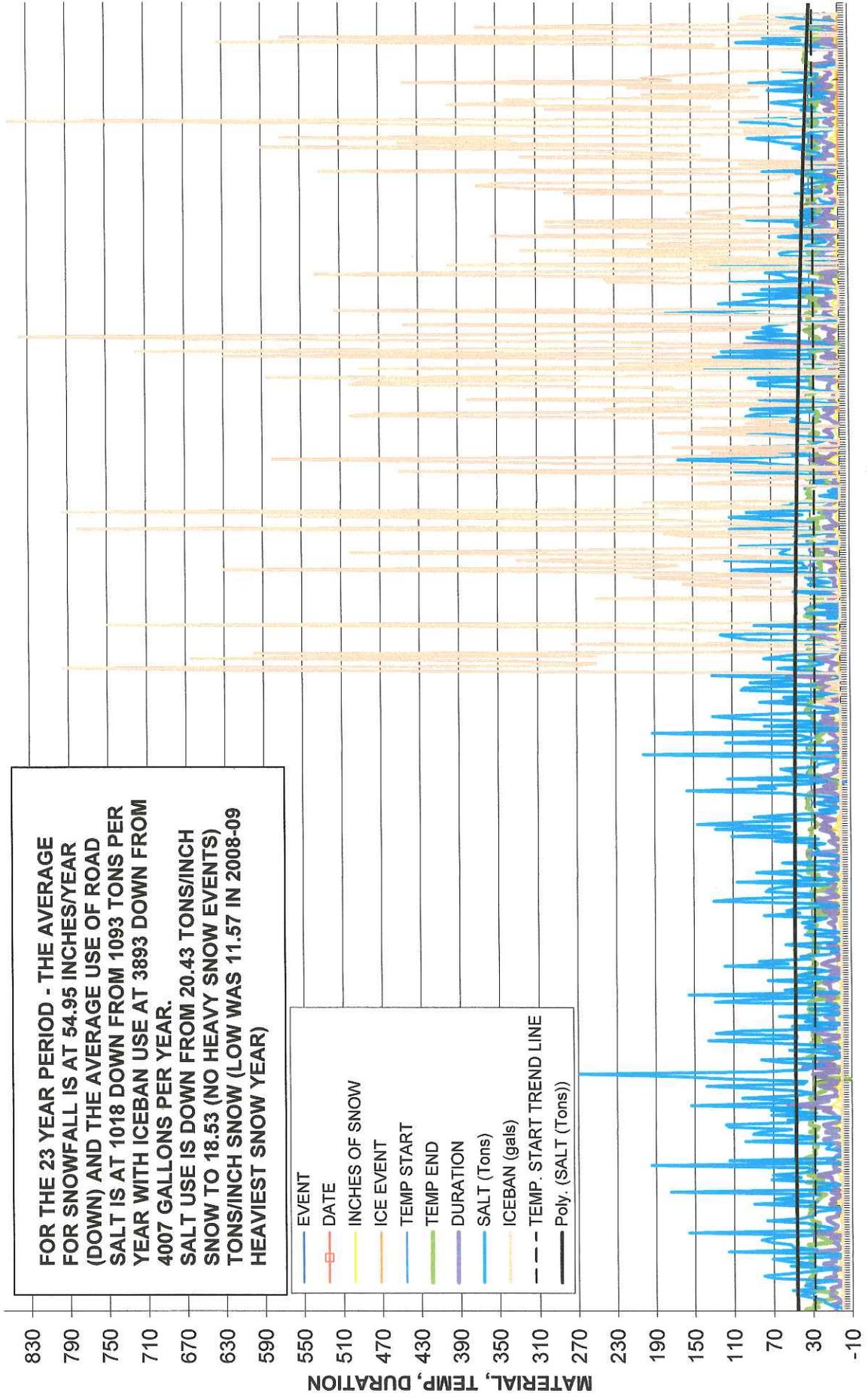
2009 – UP-DATED

2010 – UP-DATED

2011 – UP-DATED

TOTAL DATA 1989 THRU 2012 SEASONS

WINTER OPERATIONS - MATERIAL, TEMPERATURE, DURATION TRENDS



Salt Use Summary Report for 1989 - 2012

SEASON	EVENT	INCHES OF SNOW	TEMP START	TEMP END	DURATION	SALT (Tons)	ICEBAN (gals)
198990	Summary for 'SEASON' = 198990 (23 detail records)						
Sum	23	43.75			189	766.78	0
Avg			28.304	28.30			
199091	Summary for 'SEASON' = 199091 (17 detail records)						
Sum	17	38.25			174.5	896.1	0
Avg			28.412	28.41			
199192	Summary for 'SEASON' = 199192 (25 detail records)						
Sum	25	55.75			211	1191.37	0
Avg			28.92	28.92			
199293	Summary for 'SEASON' = 199293 (24 detail records)						
Sum	24	58.6			302	1334.19	0
Avg			29.5	29.5			
199394	Summary for 'SEASON' = 199394 (18 detail records)						
Sum	18	80.25			230	1286.05	0
Avg			20.056	20.06			
199495	Summary for 'SEASON' = 199495 (17 detail records)						
Sum	17	39.75			192.5	808.5	0
Avg			28.941	28.94			
199596	Summary for 'SEASON' = 199596 (32 detail records)						
Sum	32	60.95			287	1270.75	0
Avg			27.281	27.28			
199697	Summary for 'SEASON' = 199697 (35 detail records)						
Sum	35	70.45			320	1383.6	0
Avg			26.943	26.94			
199798							

SEASON	EVENT	INCHES OF SNOW	TEMP START	TEMP END	DURATION	SALT (Tons)	ICEBAN (gals)
Summary for 'SEASON' = 199798 (22 detail records)							
Sum	22	44.35			230.5	1073.26	0
Avg			30.182	30.18			
199899							
Summary for 'SEASON' = 199899 (19 detail records)							
Sum	19	56.75			207.5	1034.45	0
Avg			21.556	23.11			
199900							
Summary for 'SEASON' = 199900 (19 detail records)							
Sum	19	40.3			159.5	884.4	0
Avg			27.895	26.58			
200001							
Summary for 'SEASON' = 200001 (26 detail records)							
Sum	26	68.5			298.5	1176.45	3895
Avg			22.885	26.19			
200102							
Summary for 'SEASON' = 200102 (16 detail records)							
Sum	16	32.75			181.5	562	1495
Avg			29.688	25.75			
200203							
Summary for 'SEASON' = 200203 (26 detail records)							
Sum	26	36.6			219.5	972.2	3805
Avg			25.692	21.85			
200304							
Summary for 'SEASON' = 200304 (23 detail records)							
Sum	23	41.75			184.5	867	3790
Avg			26.652	25.57			
200405							
Summary for 'SEASON' = 200405 (26 detail records)							
Sum	26	61.86			238.25	1185.25	3155
Avg			26.308	25.5			
200506							
Summary for 'SEASON' = 200506 (23 detail records)							
Sum	23	47.8			184.25	957.25	4675
Avg			28.783	27.74			
200607							
Summary for 'SEASON' = 200607 (21 detail records)							
Sum	21	59.85			269.25	1133.65	5790
Avg			23.905	23.19			

SEASON	EVENT	INCHES OF SNOW	TEMP START	TEMP END	DURATION	SALT (Tons)	ICEBAN (gals)
	200708						
	Summary for 'SEASON' = 200708 (37 detail records)						
	Sum	37	112.35			382.5	1813.11
	Avg		26.162	24.03			4760
	200809						
	Summary for 'SEASON' = 200809 (30 detail records)						
	Sum	30	72			293	832.78
	Avg		25.2	25.3			3930
	200910						
	Summary for 'SEASON' = 200910 (14 detail records)						
	Sum	14	37.85			188.5	475.5
	Avg		26.857	26.86			3505
	201011						
	Summary for 'SEASON' = 201011 (30 detail records)						
	Sum	30	71.4			323	997.37
	Avg		24.5	24.97			5270
	201112						
	Summary for 'SEASON' = 201112 (18 detail records)						
	Sum	18	31.95			146.75	512.15
	Avg		28.667	26.67			2650

GRAND TOTAL

EVENT	INCHES OF SNOW	DURATION	SALT (Tons)	ICEBAN (gals)
541	1263.81	5413	23414	46720

18.53 Salt (tons) / Inch of Snow

698.06 Salt (lbs.) / Lane Mile

Based on Current - 124 Lane Miles

**2011 NR 216 REPORT
TO THE
WISCONSIN DEPARTMENT
OF
NATURAL RESOURCES
FOR
ACTIVITIES IN 2010 AND YEARS PRIOR

WPDES PERMIT WI-S061565-2**

**NR 216 AND NR151 FOR THIS SECTION OF THE REPORT
ARE INCLUDED IN THE MAIN BINDERS AT THE
VILLAGE HALL
VILLAGE LIBRARY
PUBLIC WORKS OFFICE**

**2010 NR 216 REPORT
TO THE
WISCONSIN DEPARTMENT
OF
NATURAL RESOURCES
FOR
ACTIVITIES IN 2009 AND YEARS PRIOR**

WPDES PERMIT WI-S061565-2

**NR 216 AND NR151 FOR THIS SECTION OF THE REPORT
ARE INCLUDED IN THE MAIN BINDERS AT THE
VILLAGE HALL
VILLAGE LIBRARY
PUBLIC WORKS OFFICE**

**2009 NR 216 REPORT
TO THE
WISCONSIN DEPARTMENT
OF
NATURAL RESOURCES
FOR
ACTIVITIES IN 2008 AND YEARS PRIOR

WPDES PERMIT WI-S061565-2**

**NR 216 AND NR151 FOR THIS SECTION OF THE REPORT
ARE INCLUDED IN THE MAIN BINDERS AT THE
VILLAGE HALL
VILLAGE LIBRARY
PUBLIC WORKS OFFICE**

**2008 NR 216 REPORT
TO THE
WISCONSIN DEPARTMENT
OF
NATURAL RESOURCES
FOR
ACTIVITIES IN 2007 AND YEARS PRIOR**

WPDES PERMIT WI-S061565-2

**NR 216 AND NR151 FOR THIS SECTION OF THE REPORT
ARE INCLUDED IN THE MAIN BINDERS AT THE
VILLAGE HALL
VILLAGE LIBRARY
PUBLIC WORKS OFFICE**

**2007 NR 216 REPORT
TO THE
WISCONSIN DEPARTMENT
OF
NATURAL RESOURCES
FOR
ACTIVITIES IN 2006 AND YEARS PRIOR**

WPDES PERMIT WI-S061565-1

**DETAIL/HISTORICAL INFORMATION ABOUT THIS SECTION OF THE REPORT
ARE INCLUDED IN THE MAIN BINDERS AT THE
VILLAGE HALL
VILLAGE LIBRARY
PUBLIC WORKS OFFICE**

Chapter 13 Annual Report

Annual reports are due on or before April 30th of each year for the preceding calendar year and must be organized by watershed.

Municipality: **BROWN DEER**

Date Submitted: **April 30, 2012**

Submitted for calendar year: **2011**

A. WPDES STORMWATER PERMIT

Attach a copy of WDNR required annual report. (To be added after completion of SLAMM model up-date)

B. Inspection and Maintenance Activities [sec 13.12(3)(g)]

Watershed	Name of Approval Project	Inspection/Maintenance Activities
	See NR216 Report for 2011 activities – street sweeping, catch basin cleaning, inspection of detention/retention basins, etc. No new Storm Water Management Plans under MMSD Chapter 13 issued in 2011.	
Beaver Creek BC 1&2	Hearthside Redevelopment	No up-date. Site silt fenced.
Beaver Creek BC 14&15	Lowes Redevelopment Not Chapter 13	Reviewing sweeping and winter ice control with management. Issued notice of non-compliance. Continued through 2011 with legal action on failed porous pavement. Lowes closed, awaiting 2011 activities report.
Beaver Creek BC 21&19	General Capital Development 60 th /Brown Deer Road	Good growth on site and at detention pond. Additional seeding and replacement plantings in 2010. Good growth 2011.
Beaver Creek BC 24	Village of Brown Deer – Brown Deer Road Redevelopment	No up-date. Two single family houses raised, site maintained for redevelopment. Possible development 2012.
South Branch Creek SB 6 & 11	General Capital Development Bradley Road – Commercial/Multi-family	Commercial portion done – minor landscaping in 2009. Site finish seeded over in 2010. First phase residential development began late 2011.
South Branch Creek SB 11	Village of Brown Deer – Bradley Road Redevelopment	Site being developed for multi-family center, Storm Water Mgmt. on file. Construction erosion control inspections. 2011 good growth in basin.
Beaver Creek	BMP – Water Quality Separator Units (10 units), drainage way naturalization	BMP units cleaned and inspected, naturalized areas under maintenance contract.
South Branch Creek	Library Basin, Churchill Basin, naturalized sections.	Naturalized areas under maintenance contract, Churchill basin cleaned after rain events, 4 th -Dean section concrete invert dropping and natural bed developing
South Branch Creek	RRF Site and South Branch Creek Stabilization	Completed 2010. Inspected in 2011 – good growth, Milw. Cty. Pedestrian bridge added.

C. Proposed Developments

Summary of foreseeable projects subject to sec. 13.10.

Watershed	Project Name	Size of Project	New Impervious Area (acres)	Anticipated Construction Year
Beaver Creek BC 1 & 2	Hearthside Redevelopment	Existing 4.05 acres of which 3.25 acres is impervious	Unknown at this time	Unknown
Beaver Creek BC 24	Village of Brown Deer – Brown Deer Road Redevelopment	Existing 1.63 acres of which 0.47 acres was impervious	Plans being finalized – Chapter 13 Permit required	2012-13
Milw. River MR12 & South Branch Creek SB 15	Village of Brown Deer Original Village Streetscape	Existing 46.1 acres of which (91% ?) was impervious. Final SLAMM 45% +. 1% storm control at basins.	Redevelopment of Original Village District – addition of green spaces, basins and other streetscape items	Utilities began 2010, continue 2011, streetscape 2012
Milw. River MR 4 & Beaver Creek BC 8	Stanke Greenhouse site Redevelopment	Existing 11.89 acres of which 2.75 acres is impervious	Unknown at this time.	Unknown, erosion control in 2011 with ditching project.
South Branch Creek SB 6	Village of Brown Deer/Brown Deer School District – Algonquin School Site	Existing 9.05 acres of which 8.15 acres was impervious – demolished and turf established	Unknown at this time	Unknown, school and pavement surfaces have been removed and turf established.
South Branch Creek SB 1 & 2	Village of Brown Deer/Brown Deer School District – School District Campus Plan	Rehabilitation of campus with building and parking changes, naturalized areas and storm water basins.	Plans being finalized – actual reduction in impervious area anticipated – Chapter 13 Permit required	2012-14+
Beaver Creek, South Branch Creek – Milwaukee County Project	Pedestrian/Bike Trail Paving	Addition of 10 ft. wide pedestrian/bike path from S.V.L. to Brown Deer Road and through Village Park.	1.69 acres – most drains to naturalized ditches and ponds.	2011

D. Storm Sewer/Culvert Modifications

List projects which increased or will increase storm sewer to greater than 36" diameter or increase capacity of existing stormwater conveyance systems or outfalls.

Watershed	Project Name	Previous Size (inch-diameter)	Previous Capacity (cfs)	New Size (inch-diameter)	New Capacity (cfs)
Beaver Creek	2011 Ditch Rehab. Projects	Open ditch	No change to outlet	No change to outlet	Ditch expanded for storage
South Branch	2011 Ditch Rehab. Projects	Open ditch	No change to outlet	No change to outlet	Ditch expanded for storage
Milwaukee River	2011 Ditch Rehab. Projects – None				

E. Runoff Reduction

List projects that have reduced runoff by removal of impervious surfaces.

Watershed	Project Name	Impervious Area Removed (acres)	Impervious Area Transferred (acres)	Name of Project Transferred To	Date Transfer Occurred
South Branch	2011 Paving Projects	Reduction in acres of street pavement	0.00 reduction		
Beaver Creek	2011 Paving Projects	Reduction in acres. of street pavement	0.113 reduction		

F. Multi-jurisdictional Watershed Projects

Watershed	Project Name	Governmental Units Involved	Size of Development (acres)
South Branch Creek	Churchill Basin to Dean Road – remove concrete invert and naturalize with calming pools	Village, WDNR, MMSD, Milwaukee County	Not set - preliminary
Brown Deer Creek	Rehab/Replace Box Culvert	Village, WDNR, Milwaukee – City and Cty.	None – no changes to flows or storm water quality

For each project identified above, include a discussion relating to the status.

G. Any other plans to increase/decrease runoff volume or peak flow

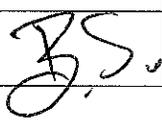
Watershed	Project Name, if applicable	Increase/Decrease Volume (ft ³)	Increase/Decrease Peak Flow (cfs)
South Branch Creek	2012 Ditch and Street Rehab Projects	Minimal decrease	Decrease – improve storage and infiltration
Beaver Creek	2012 Ditch and Street Rehab Projects	Minimal decrease	Decrease – improve storage and infiltration
South Branch Creek – On hold.	Bradley Road Infiltration Median - Village w/ WDNR, MMSD support	Decrease	Decrease

Include a discussion of plans that will reduce runoff management requirements for new impervious surface in response to the removal of impervious surfaces at other sites.



VILLAGE OF BROWN DEER

**VOUCHER APPROVAL
REGISTER**

Finance & Public Works Committee	Date: May 9, 2012
Village Board of Trustees	Date: May 21, 2012
Submitted By: Bridget M. Souffrant; Treasurer / Comptroller	

Payments Presented For Ratification

Attached please find the voucher list for bills accrued March 30, 2012 through April 27, 2012. This covers check numbers 68317 - 68589.

The total amount of vouchers is \$ 868,472.41.

Below Please Find the Top Five Largest Expenditures in the Packet:

- | | |
|---|--------------|
| 1) Milw Metro Sewage District – Sewer Usage | \$168,584.38 |
| 2) Kain Energy Corporation – Bldg. Security Sys/Door Controls | \$ 91,920.29 |
| 3) Village of Bayside – 2 ND Qtr Dispatch Operations | \$ 86,076.50 |
| 4) CDW Government Inc – Village Phone System Upgrade | \$ 54,457.80 |
| 5) Milwaukee Waterworks – March 2012 Wholesale Water | \$ 51,279.75 |

Below Please find a list of the voided checks for this period and their amounts:

- 68336 – 655.65
- 68378 – 655.65
- 68410 – 68436 Check Stock Out of Order
- 68471 – 40.00
- 68488 – 68514 Check Stock Out of Order

**BROWN DEER PERSONNEL COMMITTEE
MAY 1, 2012 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by Chairperson Baker at 5:00 P.M.

I. Roll Call

Present: Trustees: Baker, Springman; Don Druckrey
Also Present: Russell Van Gompel, Village Manager

II. Persons Desiring to be Heard

None.

III. Approval of Minutes: March 5, 2012 Meeting

It was moved by Don Druckrey and seconded by Trustee Springman to approve the minutes of the March 5, 2012 Personnel Committee meeting. The motion carried unanimously.

IV. Report of Staff/Committee Members

The Village Manager reported on the recent hires in the Village, including the Building Inspector, Administrative Assistant in the Community Services Department and the Administrative Assistant in the Park and Recreation Department. He reported on the status of various open positions, including the Park and Recreation Supervisor and part-time Elections Specialist positions. He reported on the vacancy in the Water Department, which is being filled on a temporary contractual basis. He noted that two vacancies exist in the Police Department with the Department attempting to fill one position and the remaining position still on hold. He discussed with the committee the status of the voluntary credentialing program with ICMA.

V. New Business

A) Electronic Communication Policy

The Village Manager distributed and reviewed the proposed changes to the Electronic Communications Policy. He noted that Sections 1 – 3 are not changed and have been in effect since the policy's initial approval in 2001. He informed the Committee that Section 4 was new and was being added to cover Social Networking Policy. This section is recommended by CVMIC (Cites and Villages Mutual Insurance Company) to establish guidelines concerning conduct of both governmental and personal use of social networking sites. While the use of social networking sites by employees are increasing, there has not been any issues or problems in the Village to date. However there have been some issues of government employees using social media sites inappropriately in other area of the state and country. This policy will establish guidelines for Village employees and officials.

It was moved by Don Druckrey and seconded by Trustee Springman to recommend that the Village Board approve the revised "Electronic Communication Policy". The motion carried unanimously.

VI. Recess into Closed Session Pursuant to §19.85 (1)(c) Wisconsin Statutes for the Following Reasons:

- (c) **To consider, 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 Don Druckrey and seconded by Trustee Springman to enter into closed session for the reason stated on the agenda at 5:40 p.m. The motion carried unanimously.

VII. Reconvene into Open Session for Possible Action on Closed Session Deliberations

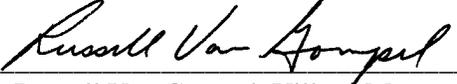
It was moved by Trustee Springman and seconded by Don Druckrey to adjourn the closed session and re-enter into the regular order of business at 6:27 p.m. The motion carried unanimously.

A) Scheduling Next Meeting Date

The next Personnel Committee will be held on May 15, 2012 at 5:00 p.m.

VIII. Adjournment

It was moved by Trustee Springman and seconded by Don Druckrey to adjourn the meeting at 6:30 p.m. The motion carried unanimously.



Russell Van Gompel, Village Manager

**BROWN DEER PERSONNEL COMMITTEE
MAY 15, 2012 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by Chairperson Baker at 5:00 P.M.

I. Roll Call

Present: Trustees: Baker, Springman; Don Druckrey
Also Present: Russell Van Gompel, Village Manager

II. Persons Desiring to be Heard

None.

III. Approval of Minutes: May 1, 2012 Meeting

The minutes for May 1 were not available.

IV. Report of Staff/Committee Members

The Village Manager reported he extended an offer of employment to fill the Park and Recreation Supervisor position. The candidate accepted the offer and is in the process of completing the pre-employment physical screening. He noted that two vacancies exist in the Police Department with the Department attempting to fill one position and the remaining position still on hold. He discussed with the committee the status of the voluntary credentialing program with ICMA.

V. New Business

None.

VI. Recess into Closed Session Pursuant to §19.85 (1)(c) Wisconsin Statutes for the Following Reasons:

- (c) **To consider, 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 Trustee Baker and seconded by Trustee Springman to enter into closed session for the reason stated on the agenda at 5:05 p.m. The motion carried unanimously.

VII. Reconvene into Open Session for Possible Action on Closed Session Deliberations

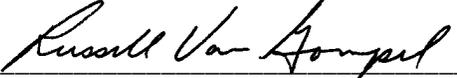
It was moved by Trustee Springman and seconded by Don Druckrey to adjourn the closed session and re-enter into the regular order of business at 6:30 p.m. The motion carried unanimously.

A) Scheduling Next Meeting Date

The next Personnel Committee will be held at the call of the Chair.

VIII. Adjournment

It was moved by Trustee Springman and seconded by Don Druckrey to adjourn the meeting at 6:31 p.m. The motion carried unanimously.


Russell Van Gompel, Village Manager



REQUEST FOR CONSIDERATION

COMMITTEE:	Village Board
ITEM DESCRIPTION:	Electronic Communications and Information Systems Policy
PREPARED BY:	Russell Van Gompel, Village Manager 
REPORT DATE:	May 17, 2012
EXPLANATION:	<p>Attached is a revised "Electronic Communications and Information Systems Policy". The original policy was adopted in 2001 and remains unchanged within Sections 1 -3.</p> <p>A new Section 4 is added to the policy. Section 4 is entitled Social Networking Policy. This section is recommended by CVMIC (Cities and Villages Mutual Insurance Company) to establish guidelines concerning conduct of both governmental and personal use of social networking sites. While the use of social networking sites by employees are increasing there has not been any issues or problems in the Village to date. However there have been some issues of government employees using social media sites inappropriately in other area of the state and country. This policy will establish guidelines for Village employees and officials.</p> <p>Upon adoption of this revised policy, CVMIC will be conducting training for all employees during the month of June.</p>

VILLAGE OF BROWN DEER
ELECTRONIC COMMUNICATION & INFORMATION SYSTEMS POLICY

Adopted on: January 22, 2001
Revised in 2012

SECTION 1 - ELECTRONIC COMMUNICATION

1.1 **PURPOSE:**

To better serve our citizens and give our workforce the best tools to do their jobs, the Village of Brown Deer (the "Village") continues to adopt and make use of new means of communication and information exchange. This means that many of our employees have access to one or more forms of electronic media and services, including, but not limited to, computers, e-mail, telephones, cellular telephones, pagers, voice mail, fax machines, external electronic bulletin boards, wire services, on-line services, the Internet, and the World Wide Web.

The Village encourages the use of these media and associated services because they can make communication more efficient and effective and because they are valuable sources of information. However, all employees and everyone connected with the Village should remember that electronic media and services provided by the Village are Village property and their purpose is to facilitate and support Village business. No expectation of privacy in regards to use of the Village's electronic communication systems should be expected.

This policy cannot lay down rules to cover every possible situation. The purpose of this policy is to express the Village's philosophy and set forth general guidelines governing the use of electronic media and services. By adopting this policy, it is the Village's intent to ensure the electronic communication systems are used to their maximum potential for business purposes and not used in a way that is disruptive, offensive to others, or contrary to the best interest of the Village.

The following procedures apply to all electronic media and services that are:

- Accessed on or from Village premises;
- Accessed using Village computer equipment or via Village-paid access methods; or
- Used in a manner that identifies the individual as acting for or on behalf of the Village; or in anyway identifies the Village.

1.2 **ORGANIZATIONS AFFECTED:**

This policy applies to all Village of Brown Deer departments, offices, boards, commissions, committees, Village employees and contracted and consulting resources.

1.3 **POLICY:**

It is the policy of the Village to follow this set of procedures for the use of electronic

communication media and services.

1.4 REFERENCES:

Electronic Communications Privacy Act of 1986 (18 U.S.C. §§ 2510 – 2711); Wis. Stats. §947.0125.

1.5 PROCEDURES:

A ACCESS and AUTHORITY

- 1) Each Department Head shall determine which employees in their department shall have access to the various media and services, based on business practices and necessity and which shall have authority to communicate on behalf of the Village.
- 2) The provisions of this Policy shall apply to the use of Village-owned/provided equipment and/or services from home or other locations off Village premises. Village-owned equipment (e.g. lap tops) may be removed from Village premises solely for Village work related purposes pursuant to prior authorization from the Department Head.

B. PROHIBITED COMMUNICATIONS

- 1) Electronic media cannot be used for knowingly transmitting, retrieving or storing any communication that is:
 - a) Personal business on Village time (e.g. sports pools, games, shopping, correspondence or other non-business-related items/documents), except as otherwise allowed under Section 1.5.C;
 - b) Discriminatory or harassing;
 - c) Derogatory to any individual or group;
 - d) Obscene as defined in Wis. Stats. § 944.21;
 - e) Defamatory or threatening; or
 - f) Engaged in for any purpose that is illegal or contrary to the Village's policy or business interests.
- 2) For the protection, integrity and security of the Village's System, electronic media shall not be used to download or transfer software, unless authorized by the Assistant Village Manager.

C. PERSONAL USE

- 1) Except as otherwise provided, electronic media and services are provided by the Village for employees' business use during Village time. Limited, occasional, or incidental use of electronic media (sending or receiving) for personal nonbusiness purposes is permitted as set forth below:
 - a) Personal use is limited to breaks, lunch or immediately before/after work;
 - b) Personal use must not interfere with the productivity of the employee or his or her co-workers;
 - c) Personal use does not involve any prohibited activity (see Section 1.5.B, b-f);
 - d) Personal use does not consume system resources or storage capacity on an ongoing basis;
 - e) Personal use does not involve large file transfers or otherwise deplete system resources available for business purposes.
- 2) Village telephones and cellular phones are to be used for Village business. However, brief, limited personal use is permitted during the work day. Personal long distance calls are only permitted with the use of a personal 1-800 calling card, or with the understanding that such calls must be reimbursed to the Village, as per policies set forth in the Village Employee Personnel Manual.
- 3) Employees should not have any expectation of privacy with respect to personal use of the Village's electronic media or services.

D. ACCESS TO EMPLOYEE COMMUNICATIONS

- 1) Electronic information created and/or communicated by an employee using e-mail, word processing, utility programs, spreadsheets, voice mail, telephones, Internet and bulletin board systems, desktop faxes, and similar electronic media may be accessed and monitored by the Village. The Village respects its employees' desire to work without surveillance. However, the Village reserves and intends to exercise the right, at its discretion, to review, monitor, intercept, access and disclose all messages created, received or sent over the electronic communication systems for any purpose including, but not limited to: cost analysis; resource allocation; optimum technical management of information resources; and detecting use which is in violation of Village policies or may constitute illegal activity. Disclosure will not be made except when necessary to enforce the policy, as permitted or required under the law, or for business purposes.
- 2) Any such monitoring, intercepting and accessing shall observe any and all confidentiality regulations under federal and state laws.

E. SECURITY/APPROPRIATE USE

- 1) Employees must respect the confidentiality of other individuals' electronic communications. Except in cases in which explicit authorization has been granted by the Manager's Office, employees are prohibited from engaging in, or attempting to engage in:
 - a) Monitoring or intercepting the files or electronic communications of other employees or third parties;
 - b) Hacking or obtaining access to systems or accounts they are not authorized to use;
 - c) Using other people's log-ins or passwords; and
 - d) Breaching, testing, or monitoring computer or network security measures.
- 2) No e-mail or other electronic communications can be sent that attempt to hide the identity of the sender or represent the sender as someone else.
- 3) Electronic media and services should not be used in a manner that is likely to cause network congestion or significantly hamper the ability of other people to access and use the system.
- 4) Anyone obtaining electronic access to other organizations', business', companies', municipalities' or individuals' materials must respect all copyrights and cannot copy, retrieve, modify, or forward copyrighted materials except as permitted by the copyright owner.

Employees must understand that the unauthorized use or independent installation of non-standard software or data may cause computers and networks to function erratically, improperly, or cause data loss. Therefore, before installing any new software or data, users should seek the assistance of the Assistant Village Manager. Users must never install downloaded software to networked storage devices without the assistance and approval of appropriate personnel.

Most of the Village's computing facilities automatically check for viruses before files and data which are transferred into the system from external sources are run or otherwise accessed. On computers where virus scanning takes place automatically, the virus scanning software must not be disabled, modified, uninstalled, or otherwise inactivated. If you are uncertain as to whether the workstation you are using is capable of detecting viruses automatically, or you are unsure whether the data has been adequately checked for viruses, you should contact the Assistant Village Manager.

- 5) Anyone receiving an electronic communication in error shall notify the sender immediately. The communication may be privileged, confidential and/or exempt from disclosure under applicable law. Such privilege and confidentiality shall be respected.

F. ENCRYPTION

Employees should not assume electronic communications are totally private. Employees with a business-need to encrypt messages (e.g. for purposes of safeguarding sensitive or confidential information) shall submit a written request to their supervisor and the Assistant Village Manager. When authorized to use encryption by their supervisor and the Assistant Village Manager, employees shall use encryption software supplied to them by the Assistant Village Manager. Employees who use encryption on files stored on a Village computer must provide their supervisor with a sealed hard copy record (to be retained in a secure location) of all of the passwords and/or encryption keys necessary to access the files.

G. PARTICIPATION IN ON-LINE FORUMS

- 1) Employees should remember that any messages or information sent on Village-provided facilities to one or more individuals via an electronic network (for example: Internet mailing lists, bulletin boards, and on-line services) are statements identifiable and attributable to the Village.
- 2) The Village recognizes that participation in some forums might be important to the performance of an employee's job. For instance, an employee might find the answer to a technical problem by consulting members of a newsgroup devoted to the technical area.
- 3) Employees shall include the following disclaimer in all of their postings to public forums:
"The views, opinions, and judgments expressed in this message are solely those of the author. The message contents have not been reviewed or approved by the Village of Brown Deer."
- 4) Employees should note that even with a disclaimer, a connection with the Village exists and a statement could be imputed legally to the Village. Therefore, employees should not rely on disclaimers as a way of insulating the Village from the comments and opinions they contribute to forums. Instead, employees must limit their discussion to matters of fact and avoid expressing opinions while using the Village's systems or Village provided account. Communications must not reveal confidential information and must not otherwise violate this or other Village policies.
- 5) Employees must receive authorization from their Department Heads prior to participating in an on-line forum. The employees shall be required to review the provisions of this section before they receive such authorization.

H. POLICY VIOLATIONS

Employees who abuse the privilege of Village-facilitated access to electronic media or services risk having the privilege removed for themselves and possibly other employees, are subject to discipline, up to and including termination and may be subject to civil liability and criminal prosecution.

SECTION 2 - E-MAIL POLICY

2.1 PURPOSE:

The Village provides certain employees with systems to send and receive electronic mail (e-mail) so they can work more productively. E-mail gives employees a useful way to exchange ideas, share files, and keep in touch with colleagues, whether they are located in the next room, another Village building, or thousands of miles away.

The Village's e-mail system is a valuable business asset. The messages sent and received on the e-mail system, like memos, purchase orders, letters, or other documents created by employees in the course of their workday, are the property of the Village and may constitute public records. This policy explains rules governing the appropriate use of e-mail and sets out the Village's rights to access messages on the e-mail system. No expectation of privacy in regards to use of the Village's e-mail system should be expected.

2.2 ORGANIZATIONS AFFECTED:

This policy applies to all Village departments, divisions, offices, boards, commissions, committees, Village employees and contracted and consulting resources.

2.3 POLICY:

It is the policy of the Village to follow this set of procedures for the use of the Village's e-mail system.

2.4 REFERENCES:

Electronic Communications Privacy Act of 1986 (18 U.S.C. §§ 2510 – 2711); Wis. Stats. §19.21; Wis. Stats. §947.0125.

2.5 PROCEDURES:

A. ACCESS TO EMPLOYEE E-MAIL

- 1) Employees should not have any expectation of privacy with respect to messages or files sent, received, or stored on the Village's e-mail system. E-

mail messages and files, like other types of correspondence and Village documents, can be accessed and read by authorized employees or authorized individuals outside the Village. The Village reserves the right to monitor, review, audit, intercept, access and disclose all messages created, received or sent over the e-mail system. Information contained in the e-mail system will only be disclosed to the extent permitted by law, for business purposes, or as needed to enforce the policy. Authorized access to employee e-mail by other employees or outside individuals includes, but is not limited to, the following:

- a) Access by the Village Manager's Office during the course of system maintenance or administration;
 - b) Access approved by the employee, the employee's supervisor, or an officer of the Village when there is an urgent business reason to access the employee's mailbox - for example, if an employee is absent from the office and the supervisor has reason to believe that information relevant to the day's business is located in the employee's mailbox;
 - c) Access approved by the employee's supervisor, the Village Manager, or an officer of the Village when there is reason to believe the employee is using e-mail in violation of the Village's policies;
 - d) Access approved by the Village Manager or the Village Attorney in response to the Village's receipt of a court order or request from law enforcement officials for disclosure of an employee's e-mail messages.
- 2) Except as otherwise noted herein, e-mail should not be used to communicate sensitive or confidential information. Employees should anticipate that an e-mail message might be disclosed to or read by individuals other than the intended recipient(s), since messages can be easily forwarded to other individuals. In addition, while the Village endeavors to maintain the reliability of its e-mail system, employees should be aware that a variety of human and system errors have the potential to cause inadvertent or accidental disclosures of e-mail messages.
- 3) The confidentiality of any message should not be assumed. Even when a message is erased, it is still possible to retrieve and read that message.
- 4) Employees should understand that electronic mail is a written form of communication, just like a paper letter. Though electronic mail is relatively spontaneous compared with regular mail, employees should take care to use the same level of discretion and forethought before executing electronic messages.

B. PASSWORDS

Each user accesses the e-mail system by means of a personal log-in name and

password, which will be selected by the employee and kept on file with the Department Head and Assistant Village Manager's office.

- 1) Passwords are intended to keep unauthorized individuals from accessing messages stored on the system. From a systems perspective and from the perspective of an e-mail recipient, passwords also establish the identity of the person sending an e-mail message. The failure to keep passwords confidential can allow unauthorized individuals to read, modify, or delete e-mail messages; circulate e-mail forgeries; and download or manipulate files on other systems.
- 2) The practice of using passwords should not lead employees to expect privacy with respect to messages sent or received. The use of passwords for security does not guarantee confidentiality. (See Section 2.5.A, "Access to Employee E-mail").
- 3) Passwords should never be given out over the phone, included in e-mail messages, posted, or kept within public view.
- 4) Employees are prohibited from disclosing their password, or those of any other employee, to anyone who is not an employee of the Village. Employees also should not disclose their password to other employees, except when required by an urgent business matter (see Section 2.5.A.1(b) of this policy).

C. PERSONAL USE

- 1) The Village allows limited, occasional, or incidental personal use of its e-mail system during lunch, breaks or immediately before or after work, subject to the following conditions and restrictions:
 - a) Personal use must not:
 - i) Involve any prohibited activity (see Section 2.5.D);
 - ii) Interfere with the productivity of the employee or his or her co-workers;
 - iii) Consume system resources or storage capacity on an ongoing basis; or
 - iv) Involve large file transfers or otherwise deplete system resources available for business purposes.
 - b) Employees should not have any expectations of privacy with respect to personal e-mail sent or received on the Village's e-mail system. Employees should delete personal messages as soon as they are read or replied to. Employees should not store copies of the personal messages

they have sent. Because e-mail is not private, employees should avoid sending personal messages that are sensitive or confidential.

D. PROHIBITED ACTIVITIES

- 1) Employees are strictly prohibited from sending e-mail or otherwise using the e-mail system in connection with any of the following activities:
 - a) Engaging in personal business or entertainment on Village time;
 - b) Engaging in illegal, fraudulent, or malicious activities;
 - c) Engaging in the unlawful use of the e-mail system as set forth in Section 947.0125 of the Wisconsin Statutes (Unlawful use of computerized communication systems);
 - d) Sending or storing offensive, disruptive, obscene, or defamatory material. Materials which are considered offensive include, but are not limited to: any materials which contain sexual implications, racial slurs, gender-specific comments, or any other comment that offensively addresses someone's age, race, creed, color, sex, ancestry, religious or political beliefs, marital status, national origin or disability;
 - e) Annoying or harassing other individuals;
 - f) Using another individual's account or identity without explicit authorization;
 - g) Attempting to test, circumvent, or defeat security or auditing systems, without prior authorization;
 - h) Accessing, retrieving or reading any e-mail messages sent to other individuals, without prior authorization from the Assistant Village Manager; or
 - i) Permitting any unauthorized individual to access the Village's e-mail system.

E. CONFIDENTIAL INFORMATION

- 1) All employees are expected and required to protect the Village's confidential information. Employees shall not transmit or forward confidential information to outside individuals or companies without the permission of their supervisor and the Assistant Village Manager. See Section 2.5.G, Encryption.

- 2) The Village also requires its employees to use e-mail in a way that respects the confidential and proprietary information of others. Employees are prohibited from copying or distributing copyrighted material - for example, software, database files, documentation, or articles - using the e-mail system.

F. RECORD RETENTION

The same rules which apply to record retention for other Village documents apply to e-mail. As a general rule, e-mail is a public record whenever a paper message with the same content would be a public record. The specific procedures to be followed with respect to the retention of e-mail records is contained in Section 3, E-Mail Record Retention Policy.

G. ENCRYPTION

Encrypting e-mail messages or attached files sent, stored, or received on the Village's e-mail system is prohibited except where explicitly authorized. Employees are prohibited from using or installing any encryption software without prior permission from the Assistant Village Manager. Employees with a business need to encrypt messages should submit a written request to their supervisor and the Assistant Village Manager. When authorized to use encryption by their supervisor and the Assistant Village Manager, employees shall use encryption software supplied to them by the Assistant Village Manager. Employees who use encryption on e-mail stored on a Village computer must provide their supervisor with a sealed hard copy record (to be retained in a secure location) of all the passwords and/or encryption keys necessary to access the e-mail.

H. E-MAIL POLICY VIOLATIONS

Employees violating the Village's e-mail policy are subject to discipline, up to and including termination. Employees using the e-mail system for defamatory, illegal, or fraudulent purposes and employees who break into unauthorized areas of the Village's computer system also are subject to civil liability and criminal prosecution.

SECTION 3 - E-MAIL RECORD RETENTION POLICY

3.1 PURPOSE:

The purpose of this policy is to emphasize that certain types of e-mail as defined in Wis. Stats. §19.32(2) are public records. The same rules which apply to record retention and disclosure for other Village documents apply to such records.

3.2 ORGANIZATIONS AFFECTED:

This policy applies to all Village of Brown Deer departments, divisions, offices, boards, commissions, committees, Village employees and contracted and consulting resources.

3.3 POLICY:

It is the policy of the Village to follow this set of procedures for e-mail record retention.

3.4 REFERENCES:

Wis. Stats. §§16.612, 19.21 et. seq., 19.32 and 19.33.

3.5 PROCEDURES:

A. NATURE OF E-MAIL RECORDS

As a general rule, e-mail is a public record whenever a paper message with the same content would be a public record. See Wis. Stats. §19.32(2) for definition of a record.

B. COMPONENTS OF AN E-MAIL RECORD

The e-mail record is defined to include the message, the identities of the sender and all recipients, the date, and any non-archived attachments to the e-mail message. Any return receipt indicating the message was received by the sender is also considered to be part of the record.

C. SAVING AND INDEXING E-MAIL RECORDS

Initially the custodian (that officer, department head, division head, or employee of the Village who keeps or is in possession of an e-mail) bears the responsibility for determining whether or not a particular e-mail record is a public record which should be saved and ensuring the record is properly indexed and forwarded for retention as a public record. E-mail which is subject to records retention must be saved and should be indexed so that it is linked to the related records in other media (for example, paper) so that a complete record can be accessed when needed. E-mail records to be retained shall be archived to an archivable media, network drive or printed out and saved in the appropriate file. Any officer, department head, division head, or employee of the Village may request assistance from the Legal Custodian of records (the Village Clerk or the Clerk's designee, except that the Chief of Police is Legal Custodian of Police Department records) in determining whether an e-mail is a public record.

D. RESPONSIBILITIES FOR E-MAIL RECORDS MANAGEMENT

- 1) Legal Custodian. E-mail records of a Village authority having custody of records shall be maintained by the designated Legal Custodian, pursuant to Village policy.
- 2) Information Services Manager. If e-mail is maintained in an on-line

database, it is the responsibility of the Assistant Village Manager to provide technical support for the Legal Custodian as needed. When equipment is updated, the Assistant Village Manager shall ensure that the ability to reproduce e-mail in a readable form is maintained. The Assistant Village Manager shall assure that e-mail programs are properly set up to archive e-mail.

E. PUBLIC ACCESS TO E-MAIL RECORDS

If a Department receives a request for release of an e-mail public record, the Legal Custodian of the record shall determine if it is appropriate for public release, in whole or in part, pursuant to law, consulting the Village Attorney, if necessary. As with other records, access to or electronic copies of disclosable records shall be provided within a reasonable time.

F. VIOLATION

Employees violating this policy are subject to discipline up to and including dismissal. In addition, violations of this policy may be referred for civil and/or criminal prosecution, where appropriate.

SECTION 4 – SOCIAL NETWORKING POLICY

4.1 PURPOSE:

The role of technology in the 21st century workplace is constantly expanding and now includes social media communication tools that facilitate interactive information sharing, interoperability, and collaboration. Commonly used social media Web sites, such as Facebook®, Twitter®, MySpace™, YouTube®, Flickr®, Blogger, and LinkedIn®, have large, loyal user bases and are, thus, increasingly useful outreach and communication tools for local governments. However, government social networks and personal social networks, must be kept separate at all times.

The purpose of this policy is to establish guidelines concerning conduct for government and personal use of social networking sites.

4.2 DEFINITIONS

- A. **Blog** - A blog (short for web-log) is a personal outline journal that is frequently updated and intended for general public consumption. Blogs are defined by their format; a series of entries posted to a single page in reverse-chronological order. Blogs generally represent the personality of the author or reflect the purpose of the website that hosts the blogs. Topics sometimes include brief philosophical musings, commentary on Internet and other social issues, and links to other sites the author favors, especially those that support or reject a point being made on a post.
- B. **Chat Room** - A way of communicating by sending text messages to people in the

same chat room in real-time. The term can mean any technology ranging from real-time online chat over instant messaging and online forums to fully immersive graphical social environments.

- C. **Forum** - An online discussion group where users can post comments and thoughts, either anonymously or as themselves, usually not in real-time.
- D. **Personal Website** - Website created or configured by an individual for business, social, or entertainment purposes.
- E. **Social Networking Site** - A website or service that enables users to create public profiles within that website and form relationships with other users of the same website who access their profile. Social networking sites can be used to describe community-based websites, online discussions forums, chat rooms and other social spaces online or by cell phone.
- F. **URL** - Abbreviation of Uniform Resource Locator, the global address of documents and other resources on the World Wide Web. For example, <http://www.google.com> is the URL for [Google.com](http://www.google.com). It is the address where the website Google can be found.
- G. **Website** - Any computerized document, file, or menu accessible on the Internet and/or World Wide Web.

4.3 ACCEPTABLE USE

All government operated social networking sites shall be operated in conformance with, and be consistent with applicable state, federal, and local laws, regulations, and policies including all information technology security policies. This includes any applicable records retention time periods.

A. SEPARATE PERSONAL AND PROFESSIONAL ACCOUNTS

Employees shall not blur or combine their personal and professional lives when operating a government social networking site.

B. PERSONAL USE

Employees are allowed to have personal social networking sites. These sites must remain personal in nature and be used to share personal opinions or non-work related information. The employee must maintain a distinction between sharing personal and official government views. In addition, employees should never use their government e-mail account or password in conjunction with a personal social networking site.

When operating your personal social network sites, use a disclaimer to ensure that your stated views and opinions are understood to be your own and not those of government. A disclaimer is required when you:

1. refer to the work done by the Village;
2. comment on any Village related or issues; or
3. provide a link to a Village website.

C. PROFESSIONAL USE

All government-related communication through social media outlets should remain professional in nature and should always be conducted in accordance with the organization's communications policies, practices, and expectations. Employees must not use social networking sites for political purposes, to conduct private commercial transactions, or to engage in private business activities. Employees should be mindful that inappropriate usage of social media can be grounds for disciplinary action. If an account is used for business, the entire account, regardless of any personal views, is subject to these best practices guidelines, including the collection and preservation provisions.

1. Respect:

You are required to:

- i. Be respectful of all individuals and communities with which you interact online;
- ii. Be polite and respectful of other opinions, even in times of heated discussion and debate;
- iii. Adhere to the Terms of Use, and seek to conform to the cultural and behavioral norms, of the social media platform being used; and
- iv. Respect copyright, privacy, financial disclosure and other applicable laws when publishing on social media platforms. Check with your supervisor if you are not certain about what you can reproduce or disclose on social media platforms.

2. Be Clear As To Identity:

When creating social media accounts that require individual identification, government employees should use their actual name, not pseudonyms. Any employee using his or her name as part of a local government's application of social media should be mindful of the following:

- i. Do not assume privacy. Only post information that you are authorized to disclose.
- ii. Use different passwords for different accounts (both social media and existing work accounts). Using the same password for all accounts increases the vulnerability of the accounts being compromised.

4.4 TERMS OF SERVICE

Employees should be aware of the Terms of Service (TOS) of the particular form of media. Each form of social media has its own unique TOS that regulate how users interact using that particular form of media. Any employee using a form of social media on behalf of a local government agency should consult the most current TOS in order to avoid violations. If the TOS contradict organization policy, then a decision should be made about whether use of such media is appropriate.

4.5 CONTENT OF POSTS AND COMMENTS

Employees using social media to communicate on behalf of a local government should be mindful that any statements made are on behalf of the organization; therefore, employees should use discretion before posting or commenting. Once these comments or posts are made they can be seen by anyone and may not be able to be “taken back.” Consequently, communication should include no form of profanity, obscenity, or copyright violations. Likewise, confidential or non-public information should not be shared. Employees should always consider whether it is appropriate to post an opinion, commit oneself or one’s organization to a course of action, or discuss areas outside of one’s expertise. If there is any question or hesitation regarding the content of a potential comment or post, it is better not to post. There should be great care given to screening any social media communication made on behalf of the organization as improper posting and use of social media tools can result in disciplinary action.

4.6 POSTS AND COMMENTS ARE PUBLIC RECORDS

Like e-mail, communication via government-related social networking Web sites is a public record. This means that both the posts of the employee administrator and any feedback by other employees or non-employees, including citizens, will become part of the public record. The specific procedures to be followed with respect to the retention of postings is the same as email records contained in Section 3, E-Mail Record Retention Policy.

4.7 SECURITY

From a security standpoint, you should be mindful of how to best prevent fraud or unauthorized access to either the social media site or the state network. In almost every case where an attacker accesses a system without authorization, they do so with the intent to cause harm. In order to minimize the possibility of a security breach, each employee must:

- A. Ensure that they are aware of which information to share, with whom they can share it, and what not to share;
- B. Attend security awareness and training to educate users about the risks of information disclosure when using social media, and make them aware of various attack mechanisms as described in this document; and
- C. Ensure that they are aware of Privacy Act requirements and restrictions. Educate users about social networking usage policies and privacy controls to help them better

control their own privacy in any profile they use for work-related activities and more effectively protect against inadvertent disclosure of sensitive government information.

4.8 RECORDS MANAGEMENT AND PRESERVATION

Communication through local government-related social media is considered a public record:

- A. All comments or posts made to local government account walls or pages are public, not private.
- B. Employees who receive messages through the private message service offered by some social media sites should encourage users to contact them at a public e-mail address maintained by their organization. For private messages that employees do receive, they should be treated as constituent e-mails and therefore, as public records.
- C. Local governments should set all privacy settings to public.

Local governments must assume responsibility for public records and comply with the retention period set forth in their retention requirements schedule. Local governments must assign their own schedule of collection and disposal for social networking Web sites according to the administrative value of the record and permanently retain records with historical value.

4.9 BREACH OF POLICY

Failure to comply with this Policy may result in disciplinary action. This disciplinary action may involve a verbal or written warning or, in serious cases, termination of your employment.

E-MAIL AND ELECTRONIC COMMUNICATIONS POLICIES

EMPLOYEE NOTICE

As an employee of the Village of Brown Deer (the "Village"), I recognize and understand that the Village's electronic communication systems are provided for conducting the Village's business. However, Village policy does permit some limited, occasional, or incidental personal use of the equipment and services under certain circumstances. I understand that all equipment, software, messages and files are the exclusive property of the Village. I agree not to use the electronic communication systems in a way that is disruptive, offensive, or harmful to others or to the Village. I agree not to use pass codes, access a file or retrieve any stored communication other than where authorized. I agree not to copy, send or receive confidential information without prior authorization from my immediate supervisor and the Assistant Village Manager.

I am aware that the Village reserves and will exercise the right to review, audit, intercept, access and disclose all matters on the Village's electronic communications systems at any time. I am aware that the Village may exercise these rights with or without employee notice, and that such access may occur during or after working hours. I am aware that use of a log-in name and password do not guarantee confidentiality, guarantee privacy or restrict the Village's right to access electronic communications. I am aware that violations of this policy may subject me to disciplinary action, up to and including discharge from employment, as well as civil and/or criminal liability.

I acknowledge that I have read and that I understand the Village's policies regarding e-mail and electronic communications, and have been afforded an opportunity to ask questions regarding the policy. I also acknowledge that I have read and that I understand this notice.

Signature of Employee

Date

Signature of Supervisor

Date

Copy for Employee

E-MAIL AND ELECTRONIC COMMUNICATIONS POLICIES

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Signature of Employee

Date

Signature of Supervisor

Date

Copy for Employee's Personnel File



REQUEST FOR CONSIDERATION

COMMITTEE CONSIDERATION: Village Board
ITEM DESCRIPTION: Review and Approve amendment to the Market Place Fifth Supplemental Development Agreement
PREPARED BY: Nathaniel Piotrowski, Community Development Director
REPORT DATE: May16, 2012
MANAGER'S REVIEW/COMMENTS: <input type="checkbox"/> No additional comments to this report. <input type="checkbox"/> See additional comments attached.

BACKGROUND INFORMATION:

The original development agreement for the Market Place Shopping Center requires that any building modification, expansion or enlargement be reviewed and approved by the Village Board. Recently the Board approved the fifth supplemental agreement to allow for façade changes for The Tile Shop and HHGregg and to facilitate the new HH Gregg sign. At the time of the previous amendment The Tile Shop did not have their signage submittal ready. Now that the proposed signage has been received and approved by the Building Board a variance from the Village Board is needed to allow the proposed 145 square foot wall sign (see attachment). The proportions of the sign are the same as HHGregg in that it will be at a 2 to 1 ratio of square footage to lineal store frontage. The change to the draft agreement is attached for review.

RECOMMENDATION:

Staff recommends that the Village Board approve the Amendment to allow for The Tile Shop sign variance via the Fifth Supplemental Development Agreement for the Market Place Shopping Center.

Please contact Nate Piotrowski with any questions or comments at 371-3061.

LEASE LINE.

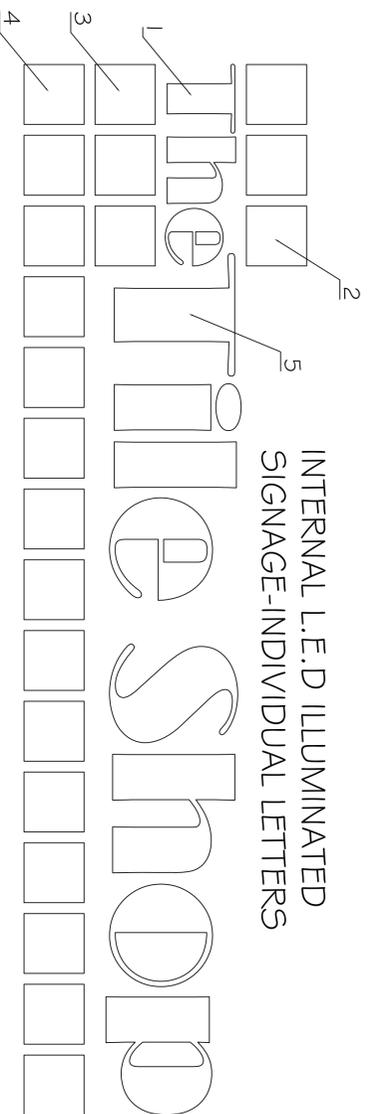
LEASE LINE.



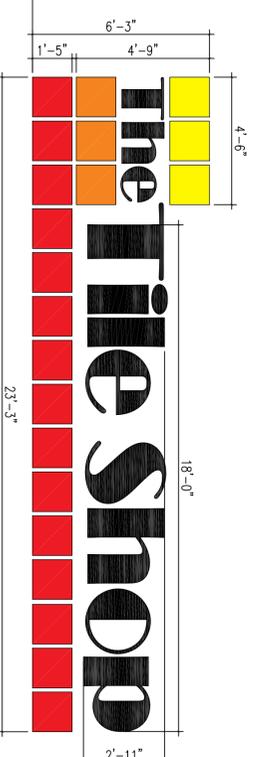
69'-8" STORE FRONT

19'-6" AFF.

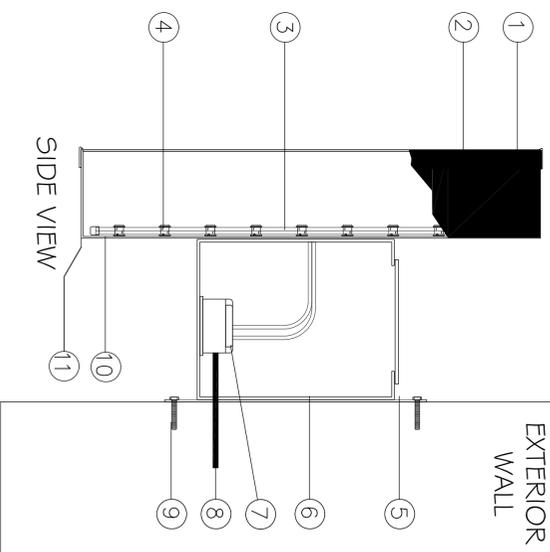
INTERNAL L.E.D ILLUMINATED
SIGNAGE-INDIVIDUAL LETTERS



- TOTAL SQUARE FOOTAGE: 145
1. 1" 3M BLACK VINYL BORDER
 2. 3/16" YELLOW ACRYLIC
 3. 3/16" ORANGE ACRYLIC
 4. 3/16" RED ACRYLIC
 5. 3/16" BLACK/WHITE ACRYLIC



EXTERIOR
WALL



- 1: 1" TRIM CAP, WHITE TO MATCH RETURN
- 2: 5" WHITE ALUMINUM RETURN
- 3: LUMINESCENTLED STRIP
- 4: LED MODULE
- 5: RACEWAY COVER
- 6: ALUMINUM RACEWAY- ***(TO MATCH FACADE COLOR)***
- 7: POWER SUPPLY
- 8: 120 VOLT POWER OUT (TO BE VERIFIED)
- 9: NON-CORROSIVE FASTENER
- 10: ALUMINUM LETTER BACKING
- 11: WELDED SEAM

The Tile Shop
 14000 CARLSON PARKWAY
 FLEMING, MN 55447
 PH: 763-541-1444/FAX 763-541-1411

**BROWN DEER
WISCONSIN**

SCALE: 1/8" = 1'-0"

DRAWN BY: D. ALDERINK DATE: 03/20/12

SIGNATURES:

BOB RUCKER
 CARL RANDAZZO
 DAVE ALBRIGHT
 DAVID ALDERINK

NOTES:

SHEET

STORE #63

**MARKET PLACE SHOPPING CENTER FIFTH
SUPPLEMENTAL DEVELOPMENT AGREEMENT**

This **SUPPLEMENTAL DEVELOPMENT AGREEMENT** entered into this ____ day of _____, 2012 (hereinafter referred to as the “Development Agreement” or in the alternative the “Agreement”), by and between **DDR MDT BROWN DEER MARKET LLC**, (hereinafter referred to as the “Developer”), and the **VILLAGE OF BROWN DEER**, a municipal corporation, Milwaukee County, Wisconsin (hereinafter referred to as “Brown Deer” or the “Village”).

WITNESSETH:

WHEREAS, the Developer intends to modify portions of real estate know as the “Market Place of Brown Deer”, Tax Key Nos. 027-9000-022, 027-9000-023 (more specifically described in Exhibit 1) by means of renovating the façade of a 31,000 square foot tenant space within the existing shopping center at 9140 N. Green Bay Road and installing new signage on said façade (the “Development”); and

WHEREAS, the original Development Agreement between Market Street Associates Limited Partnership and the Village for development of “Market Place of Brown Deer”, a shopping center development located in the Business Planned Development District in the 9000 and 9100 blocks of North Green Bay road, was recorded in the Office of the Register of Deeds, Milwaukee County, Wisconsin, on April 27, 1989, as Document No. 6271378, Reel 2324, Images 968-1014, inclusive; and

WHEREAS, said agreement was subsequently modified in:

- I) A Supplemental Agreement recorded on February 6, 1991 as Document No. 6455504
- II) A Second Supplemental Agreement recorded on March 8, 1991 as Document No. 6462884 and re-recorded on October 7, 1991, as Document No. 6529326
- III) A Third Supplemental Agreement recorded on September 28, 1994 as Document No. 7007131
- IV) A Fourth Supplemental Development Agreement recorded on December 7, 2001 as Document No. 8180996; and

WHEREAS, the original Development Agreement requires exterior modifications to be reviewed and approved by the Village Board; and

WHEREAS, an application has been made to the Village by the Developer for approval of this Agreement authorizing and governing the operation of the Development; and

WHEREAS, said Development is located in the BPD Planned Development District and the covenants contained herein are necessary to provide for the harmonious, orderly and consistent development of the neighborhood in which the Development is located; and

WHEREAS, this Development Agreement shall be the plan of operations and shall be deemed to be in compliance with Sec.121-249 and 121-251 of the Brown Deer Village Code if favorably approved by the Village Board; and

NOW, THEREFORE, the parties in consideration of the mutual covenants herein contained agree as follows:

1. Developer is hereby authorized to construct the Development in strict conformity with plans submitted to and approved by the Village, said plans attached hereto, made a part hereof and marked as follows:

Exhibit 1,	Legal Description
Exhibit 2,	Site Plan
Exhibit 3,	Building Elevations
Exhibit 4,	Signage Plan

The Developer agrees that all plans shall require final approval of construction details by Village Staff, Village Board or appropriate Village reviewing authority, before such plans can be implemented. Implicit in this covenant is the right of the Village to require plan revisions, not inconsistent with applicable ordinances, or requests of required boards and committees. Such approval is not to be unreasonably withheld, conditioned, or delayed.

2. Signs on the premises shall, at all times, conform to Village sign regulations as found in Section 121 of the Brown Deer Village Code.

- a) The Village grants approval of an exception to Sec. 121-326 of the Village of Brown Deer Village Code stating that a wall sign must be no larger in square footage than the lineal front elevation of the building or tenant space up to a maximum of 200 square feet. It is determined, pursuant to Sec. 121-251 of the Brown Deer Village Code, that a wall sign for the tenant HHGregg, of 343 square feet and a wall sign of 145 square feet for The Tile Shop is not inconsistent with the public health, safety and welfare of the Village.

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3. All applicable permits/licenses/approvals shall be obtained prior to commencing construction and/or operation of the Development.

4. If there are any code, law, ordinance or regulation violations, deficiencies, or any hazardous conditions with respect to any use of the Development, or any Building or site improvements on the Development, the Developer shall correct any hazardous conditions promptly after becoming aware of such hazardous conditions and shall correct any other deficiencies or violations within thirty (30) days of written notification, to the extent such deficiencies or violations can reasonably be corrected within such time period. In the event the deficiencies or violations cannot be corrected within thirty (30) days of written notification, then such violations or deficiencies shall be corrected as soon as reasonably practicable. This provision does not limit the Village from taking any other action to enforce any provisions of the Village ordinances or this Agreement.

5. The Developer shall furnish the Police Department with a written list containing names, addresses and telephone numbers of the individuals who can be contacted should an alarm occur at the Development. This information shall be submitted to the Police Department five (5) days prior to the installation of any new alarm system. Additionally, notification of any change in the person or persons to be contacted shall be made five (5) days prior to the actual change in the person(s) to be contacted.

7. Crime prevention measures shall be adhered to pursuant to the Brown Deer Police Department. The owner shall meet with the Village of Brown Deer Police Department to review security and crime prevention measures prior to occupancy. If crime issues are identified after occupancy, additional meetings may be necessary at the discretion of the Brown Deer Police Department.

8. The covenants, agreements, restrictions and provisions herein contained constitute covenants running with the land and shall be binding on all parties, their heirs, assigns and successors having an interest in the land affected hereby for a period of twenty-five (25) years from the date this instrument is recorded, after which time this instrument shall automatically be extended for successive periods of ten (10) years. However, upon a showing of reasonable cause, the Board of the Village may relieve the Developer from such covenants, agreements, restrictions,

IN WITNESS WHEREOF, the parties hereunto set their respective hands and seals on the date first written above.

“DEVELOPER”

DDR MDT BROWN DEER MARKET LLC
a Delaware limited liability company

BY: _____

Title:

Date: _____

STATE OF OHIO)
) SS
CUYAHOGA)

Personally came before me this _____ day of _____, 20__ A.D., the above-named _____, the _____ of DDR MDT Brown Deer Market LLC, to me known to be the person who executed the foregoing instrument and acknowledged the same, as the act and deed of said limited liability company, by its authority.

* _____,

Notary Public, _____ County, _____ (state)

My commission expires: _____

* Print Name of Notary Public

“VILLAGE”

VILLAGE OF BROWN DEER

Dated: _____ By: _____

Name: _____

Title: President _____

Dated: _____ By: _____

Name: _____

Title: Village Manager-Clerk _____

STATE OF WISCONSIN)
) SS
MILWAUKEE COUNTY)

Personally came before me this _____ day of _____, A.D., 20____, CARL KRUEGER, President, and RUSSELL VAN GOMPEL, Clerk, of the VILLAGE OF BROWN DEER, a Wisconsin Municipal Corporation, to me known to be the persons who executed the foregoing instrument and acknowledged the same, as the act and deed of said corporation, by its authority.

* _____,

Notary Public, _____ County, Wisconsin

My commission expires: _____

* Print Name of Notary Public

This instrument was drafted by:
Nathaniel Piotrowski, Community Development Director

Return to:
Nathaniel Piotrowski
Village of Brown Deer
4800 W. Green Brook Dr.
Brown Deer, WI 53223

Exhibit 1 – Legal Description

Parcel 1 of Certified Survey Map No. 6946 , being part of the Northwest ¼ and the Southwest ¼ of Section 1, Town 8 North, Range 21 East, in the Village of Brown Deer, Milwaukee County, Wisconsin.
Tax Key # 027-9000-022.



REQUEST FOR CONSIDERATION

COMMITTEE:	Village Board
ITEM DESCRIPTION:	"Our Brown Deer" Magazine
PREPARED BY:	Russell Van Gompel, Village Manager <i>RV Gompel</i>
REPORT DATE:	May 17, 2012
EXPLANATION:	This item is included on the agenda at the request of Trustee Springman. I have no additional information to provide at this time.



REQUEST FOR CONSIDERATION

COMMITTEE:	Village Board
ITEM DESCRIPTION:	Rotation of Trustee Committee Assignments
PREPARED BY:	Russell Van Gompel, Village Manager <i>R V- Gompel</i>
REPORT DATE:	May 17, 2012
EXPLANATION:	This item is included on the agenda at the request of Trustee Boschert to discuss if there is interest in establishing a rotation in the Trustee Committee Assignments. I have no additional information to provide at this time.



Committee/Board/Commission Reappointment Form

Thank you for your involvement with the Village of Brown Deer. To assist in processing your reappointment, please complete the top section of the form and sign. To offer additional comments, feel free to complete any other lines on the form. As you may recall, the Village President recommends all citizen appointments to the Village Board of Trustees for approval. Any information provided may further support your reappointment.

Name: (as you like to be addressed) JOHN COONS

Address: 8145 N. 50TH STREET Phone No.: 414-426-1247

E-Mail: johncoons1@gmail.com Years as Brown Deer Resident: 12

What Village committee(s) are you currently serving on? COA

Would you like to be re-appointed? (circle one) Yes No

Signature: [Signature] Date: 4-26-12

Applicant information is subject to public release under state law.

Optional additional information:

Why are you interested in serving with this particular group: It is a nice compliment to what I do for a living.

Qualifications for serving on this group: As I am an active ^{investor} I handle real estate transactions on a regular basis. This experience as well as a very hands-on approach to real estate qualify me to serve on this group.

Other Community Involvement: —

Occupation / Employer: Real Estate (Investor) / Self employed

Family Details: Married with 2 children

Leisure Activities / Hobbies: Running, golf, biking



Committee/Board/Commission Reappointment Form

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Name: (as you like to be addressed) Alicia Lemke

Address: 8145 N50th Street Phone No.: 262-227-7951

E-Mail: alida@completesafetyconcepts.com Years as Brown Deer Resident: 7

What Village committee(s) are you currently serving on? Traffic; Public Safety

Would you like to be re-appointed? (circle one) Yes No

Signature: Alicia Lemke Date: 4/20/12

Applicant information is subject to public release under state law.

Optional additional information:

Why are you interested in serving with this particular group: Safety is my passion and my profession. Any expertise or assistance I can provide to my community in this field is very fulfilling

Qualifications for serving on this group: Safety is my profession; BS - Occupational Safety

Other Community Involvement: _____

Occupation / Employer: Complete Safety Concepts - owner

Family Details: Husband - John Coons (on CDA) 2 boys, one in Dean School

Leisure Activities / Hobbies: Camping, walking, volunteering, Milwaukee Achievers, Bowling