

**BROWN DEER PARK AND RECREATION COMMITTEE
OCTOBER 6, 2015 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order at 7:02 p.m.

I. Roll Call

Present: Richard Goehre, Elissa Retkowski, Marie Lieber

Absent: Gary Springman

Also Present: Chad Hoier, Park and Recreation Director
Mark Thompson, Recreation Supervisor
Fernando Moreno, Planning and Zoning Specialist

II. Persons Desiring to be Heard

III. Consideration of Minutes: September 1, 2015

It was moved by Ms. Lieber and seconded by Mr. Goehre to approve the minutes of the September 1, 2015 meeting as presented. The motion carried.

IV. Unfinished Business

V. New Business

A) Review and Recommendation of 2016-2021 Comprehensive Outdoor Recreation Plan

Mr. Moreno reviewed and answered questions with Committee regarding the Comprehensive Outdoor Recreation Plan. The plan will be used help with Village Staff apply for projects and grant funding that may be available for Park and Recreation Departments, an example of this is the Wisconsin DNR Stewardship Program.

It was moved by Mr. Goehre and seconded by Ms. Retkowski to recommend that the Village Board approve the 2016-2021 Comprehensive Outdoor Recreation Plan. Motion passed.

B) 2015 Village Park Permit Fees and Approval

Mr. Hoier reviewed the proposed 2016 Village Park Permit Fees, Village Park Permit Policies and Procedures, Village Park Regulations. Consideration of the policies is needed prior to issuing correspondence to contact persons for the scheduling of picnics in 2016.

The department is not recommending any changes to 2016 Park Permit Fees, the Village Park Permit Policies and Procedures, Village Park Regulations, and Village Pond Regulations at this time.

It was moved by Mr. Goehre and seconded by Mr. Hawes to approve the recommended 2016 Village Park Permit Fees as presented. Motion unanimously passed.

C) 2015 Pond Admissions and Membership Fees Review and Approval

Mr. Hoier reviewed the history of Pond daily admissions and membership fees, recommending that fees not be increased in 2016. Discussion followed.

It was moved by Ms. Lieber and seconded by Ms. Retkowski to approve the recommended the Pond daily admissions and membership fees for the 2016 swimming season as presented. Motion passed.

D) 2015 Lois and Tom Dolan Community Center Fees Review and Approval

Mr. Hoier reviewed the proposed rental permit fee increases for the Lois and Tom Dolan Community Center with the proposed fees reflecting research done by the Park and Recreation Director and Recreation Supervisor.

Staff is recommending each permit fee category be increased by \$25.00 including sales tax for the initial 5 hour maximum for the permit. Staff is not recommending an increase in the \$25.00 per hour rate that the renters can pay to add additional rental hours for their event. Discussion followed

It was moved by Ms. Retkowski and seconded by Mr. Goehre to approve the recommended 2016 Lois and Tom Dolan Community Center rental permit fees as presented. Motion passed.

VI. Administrative Report**A) Department Update**

Mr. Hoier and Mr. Thompson reviewed the projects and programs they had been working on during the month of September. Questions and comments followed from the Committee.

Mr. Hoier highlights the Fairy Chasm Building roofing project that is to be completed later in the month, the Departments Budget Workshop with the Village Board on October 15 and the post season work to be completed in Village Park.

VII. Committee Reports.

Mr. Goehre reported on the Senior Citizens Club and Senior Meal Program upcoming events.

VIII. Scheduling of Next Meeting

A) December 1, 2015

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

VIII. Adjournment

Upon proper motion, the meeting was adjourned at 8:20 p.m.

Chad Hoier, Park and Recreation Director