

TOWN OF BROOKFIELD
TOWN BOARD
JANUARY 21, 2014

The regular meeting of the Town Board was held on Tuesday January 21, 2014 in the Erich Gnant Room of the Town Hall, 645 N Janacek Road, Brookfield, WI.

Chairperson Keith Henderson called the meeting to order at 7:06 p.m. with the following people present: Supervisors: John Schatzman, Steve Kohlmann, Patrick Stroebel and Dan Shea, Administrator Rick Czopp, Attorney James Hammes, Building Inspector Gary Lake, and the Town Clerk Jane Carlson to record the minutes.

APPROVAL OF AGENDA

Supervisor Shea move to approve the agenda as presented, seconded by Supervisor Kohlmann, voted on, and carried unanimously.

APPROVAL OF MINUTES

Supervisor Schatzman moved to dispense with the reading of the minutes of the January 8, 2014 Town Board meeting and approve them as presented, seconded by Supervisor Stroebel, voted on, carried unanimously.

PUBLIC COMMENT

None.

OLD BUSINESS

None.

NEW BUSINESS

a. CONVENTION AND VISITOR BUREAU UPDATE

Nancy Justman, President and CEO of the Brookfield Convention and Visitor Bureau presented the new coupon book and said that according to the clerk's office it is a hot commodity. They print 20,000 books and they are free and each has over 100 coupons and different special in them. They are available at their office, all of the hotels, are put them in the welcome bags for groups and also are at the Town and City Hall. She also said that the Visitor's Guide that is printed yearly and will be done at the end of 2014 with the hopes of having renderings of the Corner Project for the center to show the shopping experience that will be coming to Brookfield. The last thing that she updated was the year end summary. Reporting that the web visitors this year were up 55% over last year with the visitor session up 93%; hotel views up 142% and some of that can be attributed to the very successful Harley event this year. Some of the other view increases were the dining and shopping information over 97,000 for dining and 86,000 for shopping. There were over 36,000 views to hotels which was a 212% increase over last year. There have been a large number of people accessing the site via mobile devise which can be phone or tablet and also an increase of request for visitor guides of 26% which is due in part to the advertising they do.

Administrator Czopp said that Nancy has been with the organization for 5 years and is doing an excellent job of promoting Brookfield and has been in contact with Marcus so that they are ready to promote the Corners Project.

b. GRAY FOX DRIVE RECONSTRUCTION BID

Supervisor Shea moved to award the Gary Fox Drive Reconstruction Contract to Western Contractors Inc for the amount of \$323,756.00, seconded by Supervisor Kohlmann, voted on, carried unanimously.

b. RESOLUTION TO VACATE PORTION OF MARCUS DRIVE

Supervisor Stroebel moved to approve Resolution No. 2014-01-01 Declaring Intent to Vacate Part of Marcus Drive, seconded by Supervisor Shea, voted on, carried unanimously.

c. DEVELOPMENT AGREEMENT FOR DORAL ROAD

Chairman Henderson and the Supervisors questioned whether the Self Storage facility had received final approval at the last meeting. The Clerk thought that the motion was for conceptual and final approval but will listen to the recording to verify what approval was made by Supervisor Kohlmann. If final approval was not granted then the item will need to be placed on the agenda for the next meeting.

Supervisor Schatzman moved to approve the Development Agreement for Doral Road Self Storage facility subject to a Non-Annexation Agreement, seconded by Supervisor Kohlmann, voted on, and carried unanimously.

e. APPOINT ELECTION INSPECTOR

Supervisor Stroebel to move to appoint Brian Scanlon as an Election Inspector, seconded by Supervisor Shea, voted on, carried unanimously.

f. PICNIC PERMIT

Supervisor Kohlmann moved to approve a picnic permit for Kim Welker, on Saturday, August 2, 2014 from 10:00 a.m. until 8:00 p.m., at Marx Park, seconded by Supervisor Schatzman, voted on, carried unanimously.

g. SET DATE FOR APRIL MEETINGS

Commissioner Schatzman moved to reschedule the Town Board meeting on April 1, 2014 meeting to Wednesday, April 2, 2014, seconded by Commissioner Kohlmann, voted on, and carried unanimously.

h. BARTENDER LICENSE

None.

DEPARTMENT, BOARDS, COMMITTEE/COMMISSIONS RECOMMENDATIONS

None.

VOUCHERS

Supervisor Stroebel moved to approve the vouchers as presented in the amount of \$206,087.55, seconded by, Supervisor Kohlmann voted on, and carried unanimously.

Included in the approved vouchers were: \$32,637.53 to Advanced Disposal Services for recycling, refuse and yard waste collection; \$19,599.25 and \$6,913.25 to Quarles & Brady for The Corners Project; \$15,454.13 to Strand Associates for engineering services; \$11,500.00 to

Waukesha County for Trunked Radio operating cost; \$7,031.25 to Cramer Multhauf & Hammes for TIF services; \$5,220.00 to Ehlers & Associates for Marcus/Von Maur for financial services; \$4,870.97 to Cramer Multhauf & Hammes for legal services; \$4,743.19 to North American Salt Company for road salt; and numerous refund checks for overpayment of taxes.

COMMUNICATIONS AND ANNOUNCEMENTS

Clerk Carlson announced that the draw was done for placement of the candidates on the April ballot. The order of draw was; Patrick Stroebel, Larry W. Hipp and John Schatzman.

There being no further business Supervisor Kohlmann moved to adjourn, seconded by Supervisor Schatzman, voted on and carried unanimously. The meeting adjourned at 7:40 p.m.
Respectfully submitted,

Jane F. Carlson
Town Clerk

January 17, 2014

MEETING NOTICE

All meetings will be held at the TOWN HALL, 645 N Janacek Road, Brookfield, WI:

TUESDAY, JANUARY 21, 2014

**IMMEDIATELY TOWN BOARD
FOLLOWING THE
SANITARY DISTRICT NO 4
MEETING**

AGENDA:

1. Call to Order.
2. Approval of Agenda.
3. Approval of Minutes.
4. Citizen comments: Three-minute limit.
5. Old Business: None.
6. New Business:
 - a. Brookfield Visitor and Convention Bureau update.
 - b. Discussion and necessary action regarding Gray Fox Drive Reconstruction Bid.
 - c. Discussion and necessary action regarding a Resolution declaring intent to vacate a public right of way know as Marcus Drive.
 - d. Discussion and approval of Development Agreement for Doral Road Self Storage facility.
 - e. Appoint Brian Scanlon as an Election Inspector.
 - f. Approve Picnic Permit for Kim Welker, on Saturday, August 2, 2014 from 10:00 a.m. until 8:00 p.m., at Marx Park.
 - g. Set date for April meeting due to Election.
 - h. Approve bartender licenses.
7. Department, Boards, Committee/Commission Reports/Recommendations: None.
8. Approval of Vouchers and Checks.
9. Communications and Announcements.
10. Adjournment.

Jane F. Carlson
Town Clerk

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meetings to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services contact the clerk's office at the above location.