



**BROWN DEER VILLAGE BOARD
JULY 17, 2023 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Montgomery at 6:00pm.

I. Roll Call

Present: President Montgomery, Trustees Booker, Greaves, Johnson, Owens, Thompson, and Woods

Also Present: Village Attorney Nathan Bayer, Village Manager Tyler Burkart, Police Chief Peter Nimmer, DPW Director/Engineer Matthew Maederer, Parks and Recreation Director Dani Gross, Community Services Director Nate Piotrowski, City Water Engineer Eric Fulsaa, Finance Director Derrick Danner, and Village Clerk Caren Brustmann

II. Persons Desiring to be Heard

Julia Loritz, 4334 W Bradley Road, stated she has been a long-time village resident and is in opposition to the street lighting assessment for the 7th district.

Jim Farmer, 8041 N Cedarburg Road, stated that Public House 55 was established for the benefit of one development, and it has become a burden for taxpayers and hopes Public House 55 is held accountable for their future plans.

Lori Mueller, 8065 N Greenview Court, stated she is asking for the village's assistance with her backyard's continuous flooding issues. Staff will contact Ms. Mueller regarding this matter.

III. Elected Officials & Staff Reports

Mr. Burkart thanked the 2023 board of review members for their service as the annual meeting concluded last week.

No action was taken.

IV. Consent Agenda

- A) Consideration of Minutes - June 26, 2023
- B) Consider Approval of Cooperation Agreement with Milwaukee County for Community Development Block Grant Funding
- C) Consider Approval of Service Agreement with Vandewalle to complete 2024 Brown Deer Comprehensive Outdoor Recreation Plan
- D) Consider Approval of Commercial and Development Marketing Plan
- E) Accept June 2023 Voucher Statement
- F) Consider Appointment of Audrey Lautenbach as an Alternate to a Regular Member on the Special Events Committee
- G) Consider Appointment of Michael Wisth to the Beautification & Public Works Committee

It was moved by Trustee Thompson and seconded by Trustee Greaves to approve the consent agenda as presented. The motion was carried unanimously.

V. New Business

A) Public Hearing - Special Assessment for Street Lighting District

The public hearing was opened at 6:16pm for public comment. There was no public comment. Mr. Maederer stated staff is moving forward with the special assessment of street lighting costs for TIF No. 2. The special assessment will be included with the annual tax bills for the adjacent property owners in the area. The assessment would be effective January 1, 2024.

The public hearing was opened for board discussion. Trustee Johnson asked how many businesses and residences will be assessed and Mr. Maederer estimated 75% business and 25% residential. The average price impact of a residential property would be \$100.00. The public hearing closed at 6:25pm.

B) Consider Approval of Resolution 23-13; In the Matter of Special Assessment of Street Lighting Costs for TIF No. 2

No further discussion followed during for item after the public hearing was closed.

It was moved by Trustee Thompson and seconded by Trustee Woods to approve Resolution 23-13 in the matter of special assessment of street lighting costs for TIF No. 2. The motion was carried unanimously by a roll call vote.

C) Consider Approval of a Developmental Agreement with Atlas Assisted Living, LLC for an Assisted Living Facility at 4740 W. Bradley Road

Mr. Piotrowski introduced the layout of the assisted living site that includes 20 senior housing units on a 1.1-acre parcel. The units will house both private pay and state-aid residents in need of quality, community-based senior housing solutions.

Emil Ovbiagele, member of the Atlas's ownership group, was present to provide an overview of the operations at two other facilities located in Grafton and Hartford. Mr. Ovbiagele added they hope to start construction by the end of 2023 and be fully operational in the fall of 2024.

It was moved by Trustee Thompson and seconded by Trustee Owens to approve the developmental agreement with Atlas Assisted Living, LLC for an assisted living facility at 4740 W. Bradley Road. The motion was carried unanimously.

D) Present and Discuss 2024-2028 Capital Improvement Plan

Mr. Burkart stated the CIP is a five-year plan for significant one-time expenses relating to infrastructure, equipment, plans, facilities, or vehicles. The cost for these items must exceed \$5000.00 to be included in the plan. Mr. Danner added the village issues general obligation (G.O.) debt every two years and already issued the promissory notes for 2022-2023. The next round of G.O. promissory notes for 2024-2025 will be issued in spring of 2024.

Department heads presented their 2024-2028 CIP items. A complete list of projects included in the 2024-2028 CIP can be found in the [meeting packet](#).

No action was taken.

E) Present and Discuss 2023 Community Survey Report

Mr. Burkart shared that the goal is to perform the community survey every two years and 713 responses were received from this survey. An overview of the results received was shared with the board. The top three general perceptions of the village were in the categories of embracing diversity, opportunities for walking/biking, and opportunities for recreation/play, while the bottom two categories included quality of

businesses and reputation. The top communication source that is being utilized is the Brown Deer magazine, followed by the weekly newsletter. The 2023 survey results can be found in the [meeting packet](#).

No action was taken.

F) Discuss 2024 Village Budget Schedule, Goals, and Expectations

Mr. Burkart stated that the village’s staff is currently preparing the proposed 2024 budget with a presentation scheduled for Monday, September 18 on the general summary of budget and the general fund. On Monday, October 2 there will be a presentation on special revenue funds, capital fund, utilities, TIDs, and consolidated services. Some challenges that staff are facing for this year’s budget include TID #4 financing options, levy limits, and the cost-of-living adjustment.

No action was taken.

VI. Recess into Closed Session Pursuant to Wis. Stat. §19.85(1)(e) for the Following Reason - (e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, in relation to possible negotiating terms and conditions associated with an amendment to the Lease and Contract Extension for F Street BD at 8725 N. Deerwood Drive

It was moved by Trustee Woods and seconded by Trustee Owens to recess into Closed Session at 8:10pm pursuant to Wis. Stat. (1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, in relation to possible negotiating terms and conditions associated with an amendment to the Lease and Contract Extension for F Street BD at 8725 N. Deerwood Drive. **The motion carried unanimously.**

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

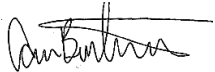
It was moved by Trustee Thompson and seconded by Trustee Woods to reconvene into open session at 8:49pm. The motion carried unanimously.

It was moved by Trustee Greaves and seconded by Trustee Thompson to extend the lease agreement with F Street BD, LLC for the property located at 8725 N Deerwood Drive through June 30, 2028. The motion carried unanimously.

President Montgomery shared a statement provided by F Street BD that read “While Public House 55 will be temporarily closed, we are excited to work with the Village of Brown Deer on enhancing and activating the space to better serve the Brown Deer community. Stay tuned for additional information as it becomes available.”

VII. Adjournment

It was moved by President Montgomery to adjourn at 8:51 p.m.


Caren
Brustmann
Village Clerk