



Office of the Town Clerk

Town of Brookfield | 645 N. Janacek Road, Brookfield, WI 53045

Office: 262-796-3788 | Clerk@TownofBrookfieldwi.gov

MEETING AGENDA

Tuesday, May 19, 2026 7 P.M.	Town Board Utility District No. 1 Sanitary District No. 4	Eric Gnant Room TOB Municipal Building 645 N. Janacek Rd., Brookfield, WI
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1. Call to Order & Roll Call.
2. Meeting Notices.
3. Approval of Agenda.
4. Approval of Minutes:
 - a. May 5, 2026 meeting of the TB, UD1, SD4.
5. Citizen Comments: Three-minute limit.
6. Committee/Commission Reports/Recommendations:
 - a. Plan Commission
 1. Discussion and possible action regarding a request for Conceptual approval for Pabla Plaza redevelopment, including the Taste of India restaurant and banquet hall, located at 18110 W. Bluemound Road. Roger Schregardus (applicant), Manjit Singh (owner).
 2. Discussion and possible action regarding Ordinance 2026-03 Amending Certain Sections in Chapter 17 of the Town of Brookfield Municipal Code.
7. Old Business:
 - a. Discussion and possible action regarding Board, Committee, and Annual appointments.
8. New Business:
 - a. Discussion and possible action regarding a Temporary Alcohol Beverage License for the Greater Brookfield Chamber of Commerce's Connect At 4 event hosted by ProHealth Care Regency Senior Living Communities, located at 777 N. Brookfield Rd from 4 P.M.-6 P.M.
 - b. Discussion and possible action regarding the appointment of a Residential Lighting Committee.
 - c. Convene into CLOSED SESSION pursuant to Wis. Stat. § 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility: Town Administrator Compensation
 - d. Reconvene into OPEN SESSION, according to Wis. Stat. § 19.85(1)(c), for any necessary action resulting from the Closed Session.
9. Departments Reports/Recommendations:
 - a. Fire Department
 1. Discussion and possible action regarding the purchase of EMS Narcotic Security Safes and RFID Accountability System.

b. Police Department

1. Discussion and possible action regarding authorization to request proposals for the review of the Town of Brookfield Police Department.

c. Sanitary District No. 4

1. Discussion and possible action regarding Compliance Maintenance Annual Report Resolution 21.

10. Approval of Vouchers and Checks.

11. Communication and Announcements.

12. Adjourn.

Posted May 15, 2026

Emily Howells, Town Clerk



Office of the Town Clerk

Town of Brookfield | 645 N. Janacek Road, Brookfield, WI 53045

Office: 262-796-3788 | Clerk@TownofBrookfieldwi.gov

MEETING MINUTES

Tuesday, May 5, 2026
7 P.M.

Town Board
Utility District No. 1
Sanitary District No. 4

Eric Gnant Room
TOB Municipal Building
645 N. Janacek Rd., Brookfield, WI

1. Call to Order & Roll Call.

Chairman Henderson called the meeting to order at 7:00 p.m.

Present: Chairman Keith Henderson, Supervisors Steve Kohlmann, John Charlier, Matthew Paris and Ryan Stanelle.

A quorum was met (5-0).

Staff Present: Administrator Tom Hagie, Fire Chief John Schilling and Clerk Emily Howells.

2. Meeting Notices.

Howells confirmed the meeting notices were posted as required by law.

3. Approval of Agenda.

Motion by Charlier to approve the agenda; seconded by Kohlmann.

Motion prevailed by a voice vote (5-0).

4. Approval of Minutes:

a. April 21, 2026 meeting of the TB, UD1, SD4.

Motion by Stanelle to approve the minutes of April 21, 2026; seconded by Paris.

Motion prevailed by a voice vote (5-0).

5. Citizen Comments: Three-minute limit. None.

6. Committee/Commission Reports/Recommendations: None.

7. Old Business:

1. Discussion and possible action regarding a request for Conceptual, Preliminary and Final approval for site plan changes, including a revised parking lot, dumpster and lighting for Kwik Trip, located at 21980 Watertown Road. Excel Engineering (applicant); Kwik Trip Inc. (owner).

No action.

8. New Business:

a. Discussion and possible action regarding a Temporary Extension of Premises Application for Café Hollander's 2026 Beer Garden.

Motion by Stanelle to approve a Temporary Extension of Premises Application for Café Hollander's 2026 Beer Garden; seconded by Kohlmann.

Motion prevailed by a voice vote (5-0).

- b. Discussion and possible action regarding an application for Appointment of Agent by Melting Pot to appoint Sierrah Hansen as the successor agent.
Motion by Charlier to approve an application for Appointment of Agent by Melting Pot to appoint Sierrah Hansen as the successor agent; seconded by Paris.
Motion prevailed by a voice vote (5-0).
- c. Discussion and possible action regarding the 2026 Bridge Inspection Proposal from Collins Engineers, Inc.
Motion by Kohlmann to approve the 2026 Bridge Inspection Proposal from Collins Engineers, Inc not to exceed \$3,000; seconded by Charlier.
Motion prevailed by a voice vote (5-0).
- d. Discussion and possible action regarding Resolution 2026-04 Supporting a Comprehensive and Sustainable Transportation Funding Solution.
Motion by Stanelle to support Resolution 2026-04 Supporting a Comprehensive and Sustainable Transportation Funding Solution.; seconded by Kohlmann.
Motion prevailed by a voice vote (5-0).
- e. Discussion and possible action regarding Ordinance 2026-01 Creating Sections 17.06(6) and 17.06(7), and Amending Section 17.01(9)(B) of the Town of Brookfield Municipal Code.
Motion by Charlier to approve Ordinance 2026-01 Creating Sections 17.06(6) and 17.06(7), and Amending Section 17.01(9)(B) of the Town of Brookfield Municipal Code; seconded by Kohlmann.
Motion prevailed by a voice vote (4-1).
Paris voted Nay.
- f. Discussion and possible action regarding Ordinance 2026-02 Amending Certain Sections in Chapter 17 of the Town of Brookfield Municipal Code.
Motion by Kohlmann to approve Ordinance 2026-02 Amending Certain Sections in Chapter 17 of the Town of Brookfield Municipal Code.; seconded by Stanelle.
Motion prevailed by a voice vote (4-1).
Paris voted Nay.
- g. Discussion and possible action regarding Board, Committee, and Annual appointments.
Motion by Stanelle to approve the annual appointments with changes; seconded by Charlier.
Motion prevailed by a voice vote (5-0).
- h. Convene into **CLOSED SESSION** pursuant to Wis. Stat. § 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility: Town Administrator Compensation
Motion by Kohlmann at 8:12 P.M. to convene into **CLOSED SESSION** pursuant to Wis. Stat. § 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility: Town Administrator Compensation; seconded by Charlier.
Motion prevailed by a voice vote (5-0).

- i. Reconvene into **OPEN SESSION**, according to Wis. Stat. § 19.85(1)(c), for any necessary action resulting from the Closed Session.

Motion by Kohlmann at 8:43 P.M. to reconvene into **OPEN SESSION**, according to Wis. Stat. § 19.85(1)(c), for any necessary action resulting from the Closed Session.; seconded by Charlier.

Motion prevailed by a voice vote (5-0).

No action.

9. Departments Reports/Recommendations: None.

10. Approval of Vouchers and Checks.

Motion by Charlier to approve vouchers and checks in the amount of \$147,476.40; seconded by Kohlmann.

Motion prevailed by a voice vote (5-0).

11. Communication and Announcements.

- a. Kohlmann announced that the funeral for Supervisor John Schatzman would be held Thursday, May 7, 2026 at 11 P.M. at Elmbrook Church.
- b. Hagie announced the Weyer Road Drainage Improvement Project has been completed.
- c. Charlier inquired about Oscar's Frozen Custard grand opening.
- d. Howells communicated that The Sandtrap had obtained their occupancy and as such will return in 3 months for their review.
- e. Kohlmann communicated that he had been inside Revival following their grand opening.

12. Adjourn.

Motion by Kohlmann to adjourn at 8:52 p.m.; seconded by Charlier.

Motion prevailed by a voice vote (5-0).

Respectfully submitted by,
Emily Howells, Town Clerk

Town of Brookfield
645 N. Janacek Road
Brookfield, WI 53045
(P) 262-796-3788
(F) 262-796-0339



TOWN PLAN COMMISSION RECOMMENDATIONS

PC Meeting date: April 28, 2026

1. Review and possible action on a request for Conceptual approval for Pabla Plaza redevelopment, including the Taste of India restaurant and banquet hall, located at 18110 W. Bluemound Road. Roger Schregardus (applicant), Manjit Singh (owner).

Motion by Mr. Smeltzer to recommend Conceptual approval for Pabla Plaza redevelopment, including the Taste of India Restaurant and banquet hall, located at 18110 W. Bluemound Road as presented.

Seconded by Mr. Stanelle. *Motion carried unanimously.*

2. Review and possible action on proposed text amendments to the Town of Brookfield Zoning Code to Section 17.08 (Signage).

Motion by Mr. Smeltzer to recommend approval of text amendments to the Town of Brookfield Zoning Code to Section 17.08 (Signage), as presented, except for the following edit to proposed 17.08(10)(b)(13) and with input from the Architectural Review Committee.

13. Changeable copy signs in the I-1 Institutional District shall not be located across from or along a lot line adjacent to a residentially-zoned district.

Seconded by Mr. Stanelle. *Motion carried unanimously.*

The ARC will act on 5/13/26, with updates given to Town Board at the meeting.

Note: Regarding the review of a 3-lot Certified Survey Map located at 21360 Davidson Road, after unanimous vote to deny the proposed CSM, the applicant has withdrawn the application.



TOWN OF BROOKFIELD PLAN COMMISSION ZONING REPORT

TO: Town of Brookfield Plan Commission

FROM: Rebekah Leto, AICP, Town Planner

PC MEETING DATE: April 28, 2026

RE: Conceptual approval for the renovation of an existing multi-tenant building at **18110 W. Bluemound Road**, including a restaurant and banquet hall for the Taste of India.

The following report is provided for cursory review prior to action. Specifics relating to the submitted documents of this application may be referenced in the Meeting Packet distributed by the Clerk.

Property owner: Manjit Singh (under contract), MIJOJO (current owner)

Applicant: Roger Schregardus, Architect

Application Type: Conceptual Approval. The Ordinance states that conceptual approval is to consider the proposed land use and its compatibility with adjacent land uses, in addition to consideration of ingress and egress, off-street parking, and internal traffic patterns.

Zoning: B-2 Limited General Business District

Project Description and Use

The property is approximately 2.25 acres and is located on the north side of W. Bluemound Road. The property currently contains Mike Crivello's Camera and Imaging Center and self-storage units in the lower level. The remaining tenant spaces are vacant. The petitioner is proposing to make substantial modifications to the existing building and parking lot to accommodate new uses within the building. The development would be renamed Pabla Plaza. Surrounding uses include Oliver Garden to the west, condominiums to the north and a multi-tenant commercial complex to the east (Harvard Square).

The Taste of India restaurant is looking to relocate from the City of Brookfield and will be the anchor tenant on the upper (street) level. The restaurant is also looking to operate a banquet hall from the lower level that has access to the building from the rear (north). The banquet hall would use over one-third of the lower level. The lower level will also be used for restaurant and banquet storage and will retain the existing self-storage units. Crivello's camera store will occupy both the lower and upper levels. A newly remodeled 4,000 sq. ft. retail space will be available on the upper level

Proposed building modifications include the removal of approximately 49 ft. of the building façade, which would allow for better flow inside the building, improve the architecture along Bluemound Road and allow for additional upper-level parking.

Parking: The site contains two parking areas: one on the south side of the parcel along Bluemound Rd and a large lot on the north end of the property that serves the lower level. The top layer of the asphalt will be ground, replaced and restriped. The 9’ x 18’ spaces will be turned to increase the amount of parking on site. The existing parking lot does not meet the required 10 ft. pavement offset. The applicant is adding a 10 ft. buffer along the north lot line and a smaller 3-4 ft. buffer adjacent to the commercial properties, which is an improvement from the existing condition. Parking lot landscaping is minimal, with landscaping proposed around the building and the edges of the parking lot. However, the plans note that the amount of landscaping meets the amount required for a new parking lot. It should also be noted that no parking lot landscaping or islands exist in the current parking lot.

The petitioners are discussing the potential for a shared parking agreement with the owners of Harvard Square to the east that would provide an additional 66 parking stalls for overflow banquet hall parking. The concept plans show two possible locations for vehicular access between the sites.

Existing and proposed parking counts are as follows:

	Existing	Proposed
Upper Parking	25	50
Lower Parking	90	123
Shared Parking with Harvard Square	0	66
Total	115	239 (173 on-site)

The proposed uses would require the following approximate number of parking spaces.

Use	Standard	Number of stalls required
Restaurant	1 space per 100 SF of gross dining area, plus one space per employee for the work shift with the largest # of employees	19 stalls (plus employees)
Banquet Hall	1 space per 3 patrons based on the max. capacity of the facility	167
Retail	1 space per 150 SF of gross floor area of customer sales and service + 1/employee	24 (plus employees)
Self-Storage	1 space per 10 storage units + 1/employee on the largest shift	Unknown
Total		210+

Ingress and Egress: The two existing access points onto W. Bluemound Road are a right-turn in/right-turn out and are not proposed to change. If a connection with the parcel to the east is made, there would be an additional egress onto Woelfel Road, which has a controlled intersection at W. Bluemound Road.

Internal traffic patterns: The distance to the lot line on each side of the existing building is relatively minor (15 ft. +/- to the east and 24 ft. to the west). Signage will be necessary to direct customers to travel down the east side of the building and either exit east through Harvard Square or come south along the west side of the building to make a right turn onto W. Bluemound. Loading for the restaurant and banquet hall will occur on the north side of the building.

Zoning

	Existing	Proposed	Required	Requirement met?
Road Setback (S) W. Bluemound Rd.	78.9 ft.	129 ft. 11 in.	50 ft. min.	Yes
Offset (N) (residential)	230 ft.	No change.	20 ft. min.	Yes
Offset (W)	24 ft.	No change.	15 ft. min.	Yes
Offset (E)	14.8 ft.	16 ft. +/-	15 ft. min.	Yes
Height	Unknown (single story)	Unknown (single story)	45 ft. max.	Likely.
Floor Area	50,023 sq. ft. +/- (51%)	41,252 sq. ft. +/- (42%)	14,690.5 sq. ft. (min.) 48,967.5 sq. ft. (50% max)	Yes
Buffer Yard (W)	0 ft.	10 ft.	10 ft.	Yes
Paving Offset	0 ft.	3 ft. in the rear lot	10 ft.	No, but improvement.
Landscaping areas	None.	3,558 sq. ft.	3,220 sq. ft. (5% of parking area)	Yes.

Staff Recommendation

Staff recommends that the Plan Commission grant conceptual approval of the proposed development at 18110 W. Bluemound Road.

The proposed uses are permitted uses with the zoning district, and the developer is proposing substantial improvements to the architecture of the building. The parking arrangement with Harvard Square may also create better traffic flow for those trying to make a left turn onto W. Bluemound. It was noted by Town Staff that the State had previously recommended these parking lots be connected when USH 18 was redone.

BUILDING ALTERATION & CHANGE OF USE FOR: PABLA PLAZA TOWN OF BROOKFIELD, WISCONSIN

MORPH DESIGNS, LLC
Commercial & Residential
Building & Structural
Design Services
Phone: 920-948-7975
email:
morphdesigns@sbcglobal.net

PROJECT TEAM

OWNER MANJIT SINGH

17115 W. BLUEMOUND RD D1
BROOKFIELD, WI 53005
PHONE: (262) 894-0913
PROJECT CONTACT: MANJIT SINGH
EMAIL ADDRESS: manjit@tasteofindia.com

GENERAL CONTRACTOR

TBD

ARCHITECTURAL MORPH DESIGNS, LLC

W10953 DEAD END ROAD
WAUPUN, WI 53983
PHONE: (920) 948-7975
PROJECT CONTACT: ROGER SCHREGARDUS
EMAIL ADDRESS: cadmanroger@sbcglobal.net

STRUCTURAL / SUPERVISING PROFESSIONAL INTEGRATED STRUCTURAL ENGINEERING, LLC

7700 HILL N DALE COURT
CEDARBURG, WI 53012
PHONE: (920) 470-3119
PROJECT CONTACT: PETER BARTNIK, PE
EMAIL ADDRESS: pete@ise-llc.net

LOCATION MAP

PROJECT LOCATION



SHEET INDEX		
SHEET	DESCRIPTION	T BROOKFIELD CONCEPT REVIEW
G-100	TITLE SHEET, PROJECT DATA	04/07/2026
ARCHITECTURAL		
D-100	OVERALL LOWER LEVEL FLOOR PLAN - DEMOLITION WORK	04/07/2026
D-101	OVERALL UPPER LEVEL FLOOR PLAN - DEMOLITION WORK	04/07/2026
CIVIL ENGINEERING		
C-101	SCHEMATIC SITE PLAN	04/07/2026
C-102	AERIAL VIEW	04/07/2026
C-ES	EXISTING SITE CONDITIONS (BY OTHERS)	
CD-101	SITE DEMOLITION WORK	04/07/2026
ARCHITECTURAL		
A-100A	OVERALL LOWER LEVEL FLOOR PLAN - COLORED	04/07/2026
A-101A	OVERALL LOWER LEVEL FLOOR PLAN - COLORED	04/07/2026
A-200	EXTERIOR BUILDING ELEVATIONS	04/07/2026
A-900	EXTERIOR PERSPECTIVES	04/07/2026

PROJECT DATA:

BUILDING CODE:

2021 INTERNATIONAL BUILDING CODE (IBC), USING WISCONSIN SPS 362 AMENDMENTS
2021 INTERNATIONAL EXISTING BUILDING CODE (IEBC), USING WISCONSIN SPS 366 AMENDMENTS
2021 INTERNATIONAL ENERGY CONSERVATION CODE (IECC), USING WISCONSIN SPS 363 AMENDMENTS
2021 INTERNATIONAL MECHANICAL CODE
2021 INTERNATIONAL FIRE CODE (IFC)
AMERICAN NATIONAL STANDARDS (ICC/ANSI A117.1-2017)
WISCONSIN COMMERCIAL PLUMBING CODE
NATIONAL FIRE PROTECTION ASSOCIATION, 2012 NFPA
WISCONSIN UNIFORM ELECTRICAL CODE
90.1 (2019) ASHRAE STANDARD (ALTERNATE CODE OF THE IECC)

BUILDING SIZE:

EXISTING FLOOR AREA, LOWER LEVEL: 33,538 sqft
EXISTING FLOOR AREA, UPPER LEVEL: 16,485 sqft
EXISTING FLOOR AREA, REVISED UPPER LEVEL: 14,287 sqft

PER IBC 506.3 ALLOWABLE AREA: 28,500

BUILDING DATA:

COUNTY LOCATION: WAUKESHA
PROJECT TYPE: LEVEL 3 ALTERATION & CHANGE OF USE
REQUIRED SEPARATION: EXISTING 4-HR WALL

CONSTRUCTION CLASSIFICATION:

PER IBC 602 -
EXISTING BUILDING: TYPE IIIB - NON-COMBUSTIBLE EXTERIOR & INTERIOR FRAMING
2 STORY. FULLY PROTECTED BY NFPA 13 SPRINKLER SYSTEM

OCCUPANCY CLASSIFICATION:

PER IBC 301 -
EXISTING OCCUPANCIES - B BUSINESS
M MERCANTILE
S-1 MODERATE HAZARD STORAGE (SELF STORAGE)

PROPOSED OCCUPANCIES - A-2 ASSEMBLY (RESTAURANT & BANQUET)
B BUSINESS (ACCESSORY USE)
M MERCANTILE
S-1 MODERATE HAZARD STORAGE (SELF STORAGE)

EXIT DISTANCE:

PER IBC TABLE 1017.2 - 250 FT. DISTANCE
IBC 1006.2.1 COMMON PATH OF TRAVEL - 100'-0"
IBC 1020.5 DEAD ENDS - 50'-0"

ENVELOPE COMPLIANCE ENERGY CODE USED:

2021 INTERNATIONAL ENERGY CONSERVATION CODE (IECC), USING WISCONSIN SPS AMENDMENTS
PRESCRIPTIVE REQUIREMENTS BASED ON TABLE C402.1.3 OR C402.1.4
WAUKESHA COUNTY IN CLIMATE ZONE 5A

TOILETS:

SPECIAL INSPECTIONS REQUIRED:

SEE STRUCTURAL PLANS

PRELIMINARY

04/07/2026

INTERIOR & EXTERIOR RENOVATION

PABLA PLAZA
18110 W. BLUEMOUND ROAD
BROOKFIELD, WI

SHEET TITLE

TITLE SHEET, PROJECT DATA

PROJECT DATA

DATE:

JOB NUMBER:

SHEET NUMBER:

G-100

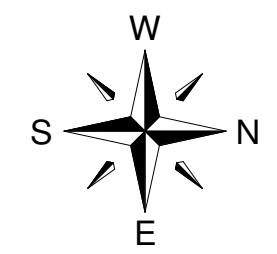
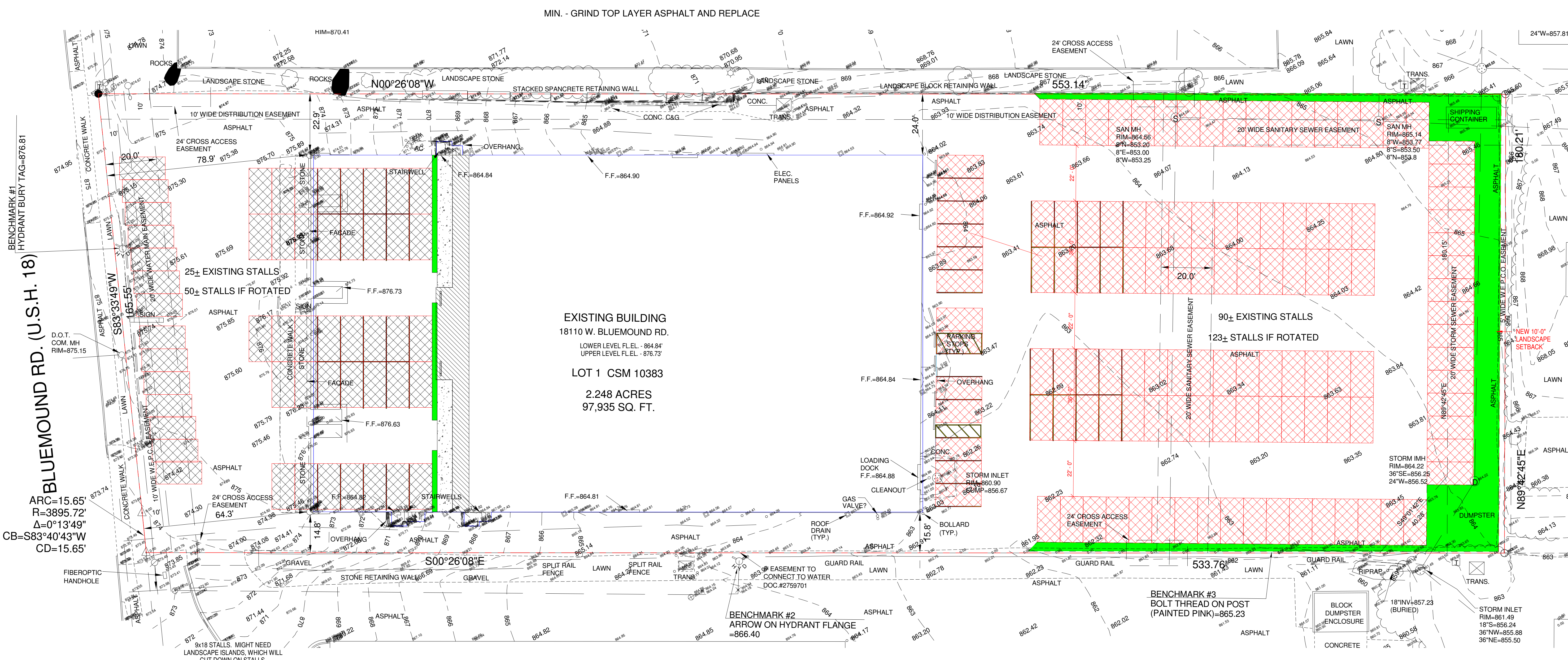
PRELIMINARY
04/07/2026

INTERIOR & EXTERIOR RENOVATION
 PABLA PLAZA
 18110 W. BLUEMOUND ROAD
 BROOKFIELD, WI

SHEET TITLE
SCHEMATIC SITE PLAN

PROJECT DATA
DATE:
JOB NUMBER:
SHEET NUMBER:

C-101



SCHEMATIC SITE PLAN

SCALE: 1" = 20'-0"

PARCEL / TAX KEY #BKFT1119996001
 ZONING: B-2 (LIMITED GENERAL BUSINESS DISTRICT)

SITE AREA: 97,935 sqft / 2.2483 acres
 BUILDING AREA: 33,538 sqft
 PARKING / IMPERVIOUS AREA: 64,397 sqft
 5% OF SURFACE AREA TO BE LANDSCAPE AREA (0.05x64397=3,220)
 PROVIDED LANDSCAPE AREA: 3,558 sqft

NOT FOR CONSTRUCTION

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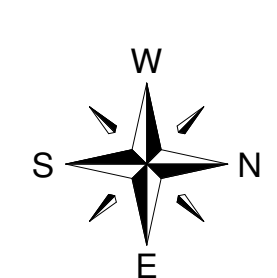
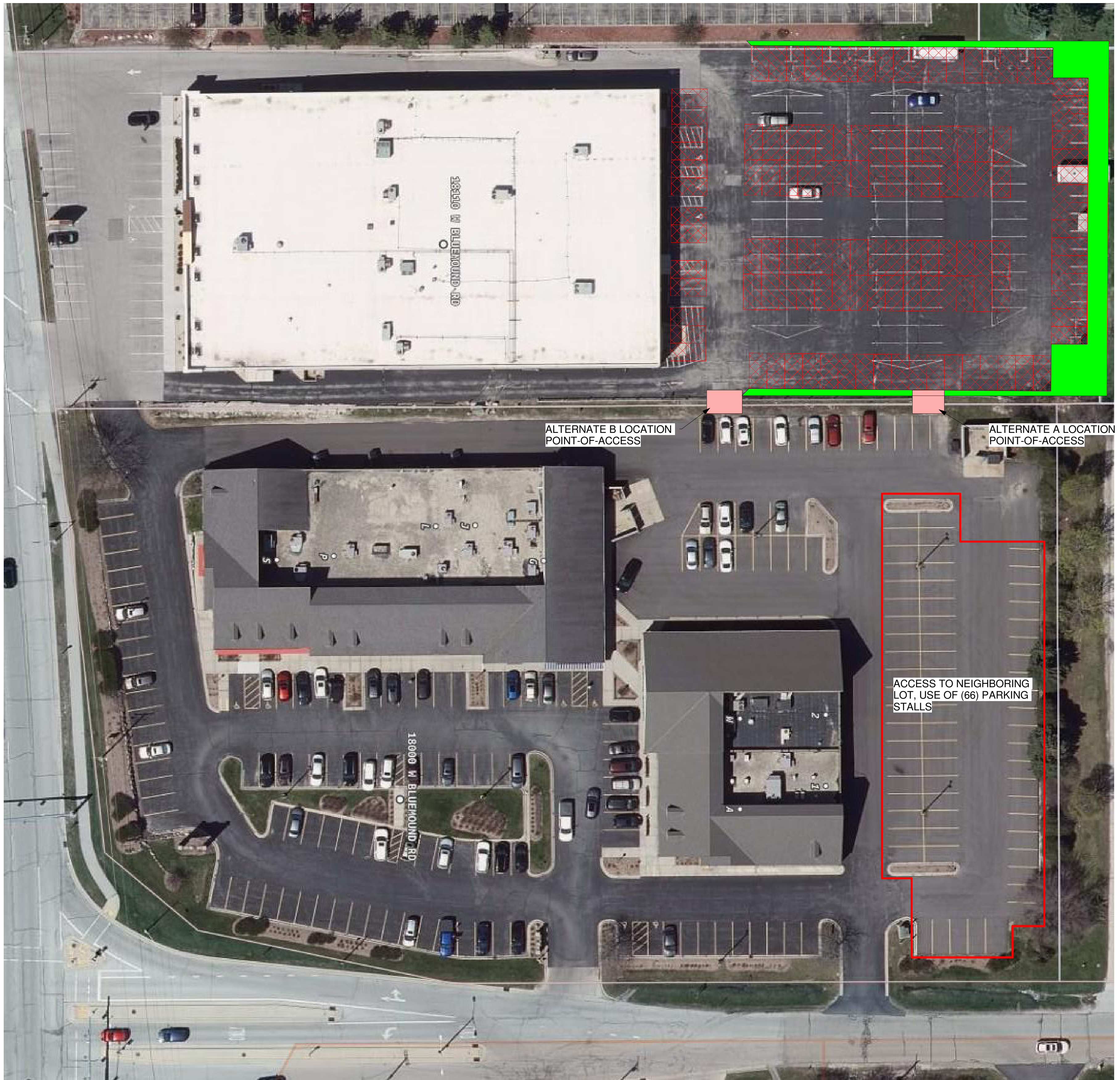
PRELIMINARY
04/07/2026

INTERIOR & EXTERIOR RENOVATION
PABLA PLAZA
 18110 W. BLUEMOUND ROAD
 BROOKFIELD, WI

SHEET TITLE
AERIAL VIEW

PROJECT DATA
DATE:
JOB NUMBER:
SHEET NUMBER:

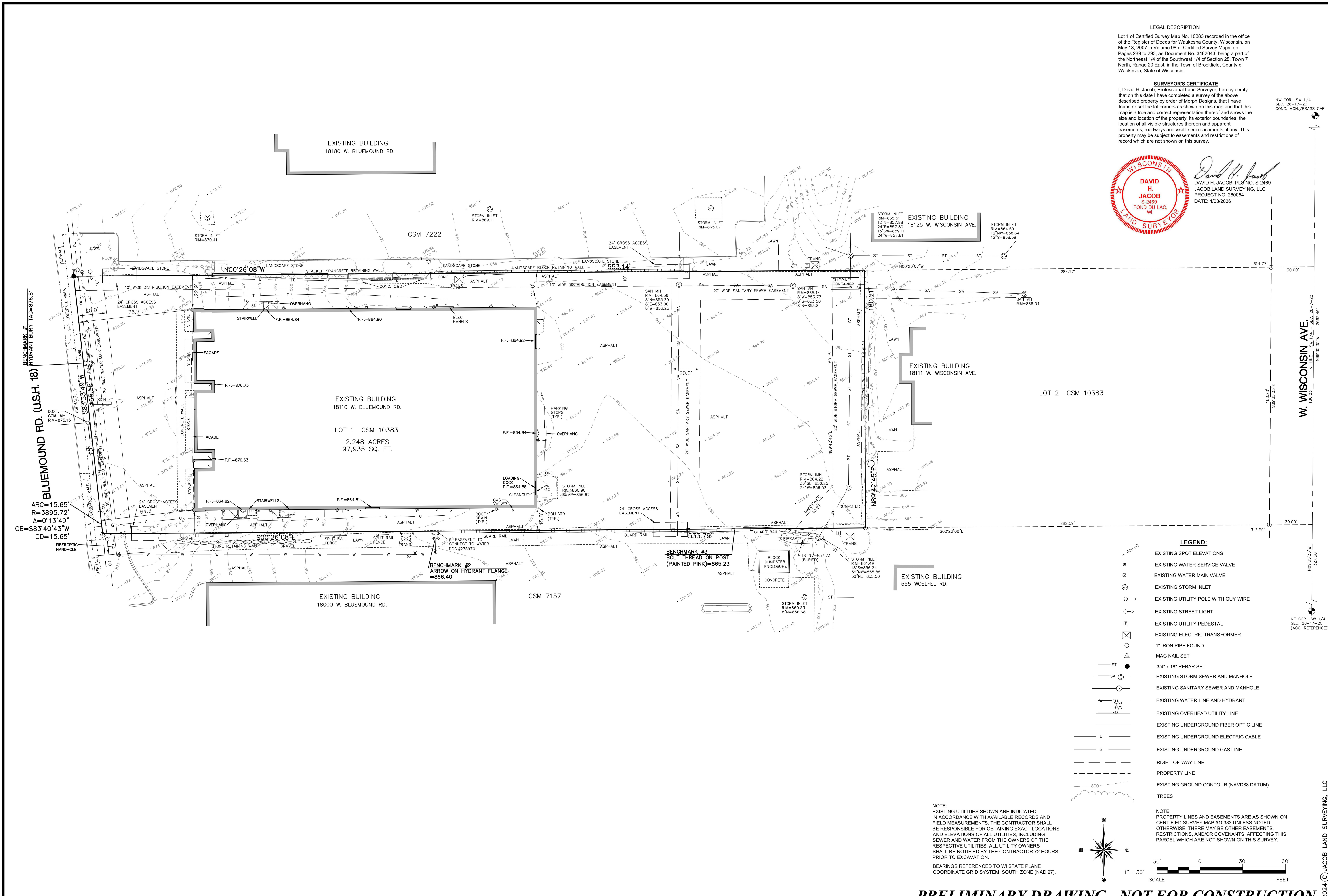
C-102



NEIGHBORING PROPERTY POINT-OF-ACCESS, USE OF PARKING
 SCALE: 1" = 30'-0"

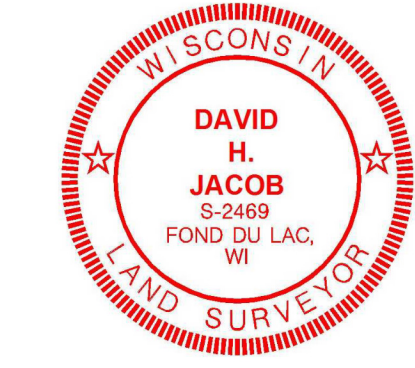
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LEGAL DESCRIPTION
 Lot 1 of Certified Survey Map No. 10383 recorded in the office of the Register of Deeds for Waukesha County, Wisconsin, on May 18, 2007 in Volume 98 of Certified Survey Maps, on Pages 289 to 293, as Document No. 3482043, being a part of the Northeast 1/4 of the Southwest 1/4 of Section 28, Town 7 North, Range 20 East, in the Town of Brookfield, County of Waukesha, State of Wisconsin.

SURVEYOR'S CERTIFICATE
 I, David H. Jacob, Professional Land Surveyor, hereby certify that on this date I have completed a survey of the above described property by order of Morph Designs, that I have found or set the lot corners as shown on this map and that this map is a true and correct representation thereof and shows the size and location of the property, its exterior boundaries, the location of all visible structures thereon and apparent easements, roadways and visible encroachments, if any. This property may be subject to easements and restrictions of record which are not shown on this survey.

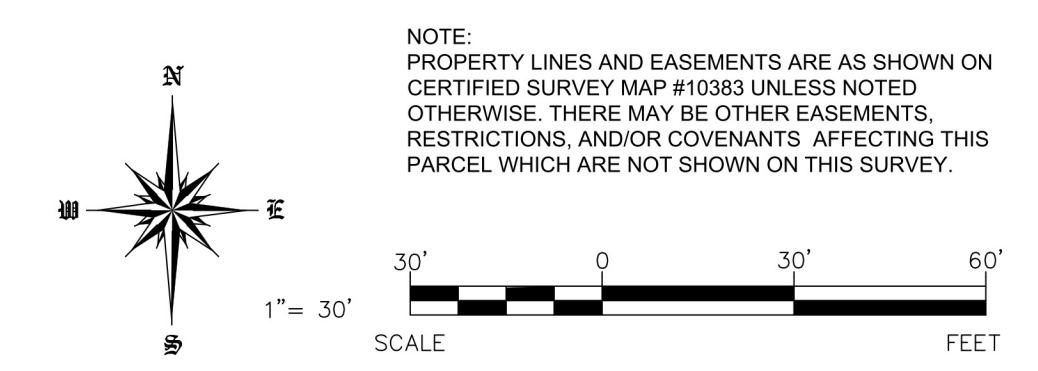


David H. Jacob
 DAVID H. JACOB, PLS NO. S-2469
 JACOB LAND SURVEYING, LLC
 PROJECT NO. 260054
 DATE: 4/03/2026

NW COR - SW 1/4 SEC. 28-17-20 CONC. MON./BRASS CAP

NE COR - SW 1/4 SEC. 28-17-20 (ACC. REFERENCED)

- LEGEND:**
- EXISTING SPOT ELEVATIONS
 - ⊗ EXISTING WATER SERVICE VALVE
 - ⊕ EXISTING WATER MAIN VALVE
 - ⊙ EXISTING STORM INLET
 - ⊕→ EXISTING UTILITY POLE WITH GUY WIRE
 - EXISTING STREET LIGHT
 - ⊕ EXISTING UTILITY PEDESTAL
 - ⊗ EXISTING ELECTRIC TRANSFORMER
 - ⊙ EXISTING 1" IRON PIPE FOUND
 - △ MAG NAIL SET
 - 3/4" x 18" REBAR SET
 - ⊕ EXISTING STORM SEWER AND MANHOLE
 - ⊕ EXISTING SANITARY SEWER AND MANHOLE
 - EXISTING WATER LINE AND HYDRANT
 - EXISTING OVERHEAD UTILITY LINE
 - EXISTING UNDERGROUND FIBER OPTIC LINE
 - EXISTING UNDERGROUND ELECTRIC CABLE
 - EXISTING UNDERGROUND GAS LINE
 - - - RIGHT-OF-WAY LINE
 - - - PROPERTY LINE
 - - - EXISTING GROUND CONTOUR (NAVD88 DATUM)
 - TREES



NOTE:
 EXISTING UTILITIES SHOWN ARE INDICATED IN ACCORDANCE WITH AVAILABLE RECORDS AND FIELD MEASUREMENTS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING EXACT LOCATIONS AND ELEVATIONS OF ALL UTILITIES, INCLUDING SEWER AND WATER FROM THE OWNERS OF THE RESPECTIVE UTILITIES. ALL UTILITY OWNERS SHALL BE NOTIFIED BY THE CONTRACTOR 72 HOURS PRIOR TO EXCAVATION.

BEARINGS REFERENCED TO WI STATE PLANE COORDINATE GRID SYSTEM, SOUTH ZONE (NAD 27).

PRELIMINARY PLAN DATE:

18057 Randallwood Lane
 Fond du Lac, WI 54937

phone: 920-922-2908
 email: info@jacoblandsurveying.com

Jacob Land Surveying, LLC

OWNER:
 (PROPOSED)
 SSPabla Properties LLC

PROJECT:
 EXISTING SITE CONDITIONS
 18110 W. BLUEMOUND RD.
 TOWN OF BROOKFIELD
 WAUKESHA COUNTY, WI

DATE:
 4/03/2026

PROJECT NO.:
 260054

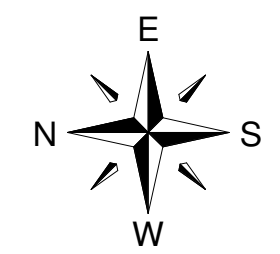
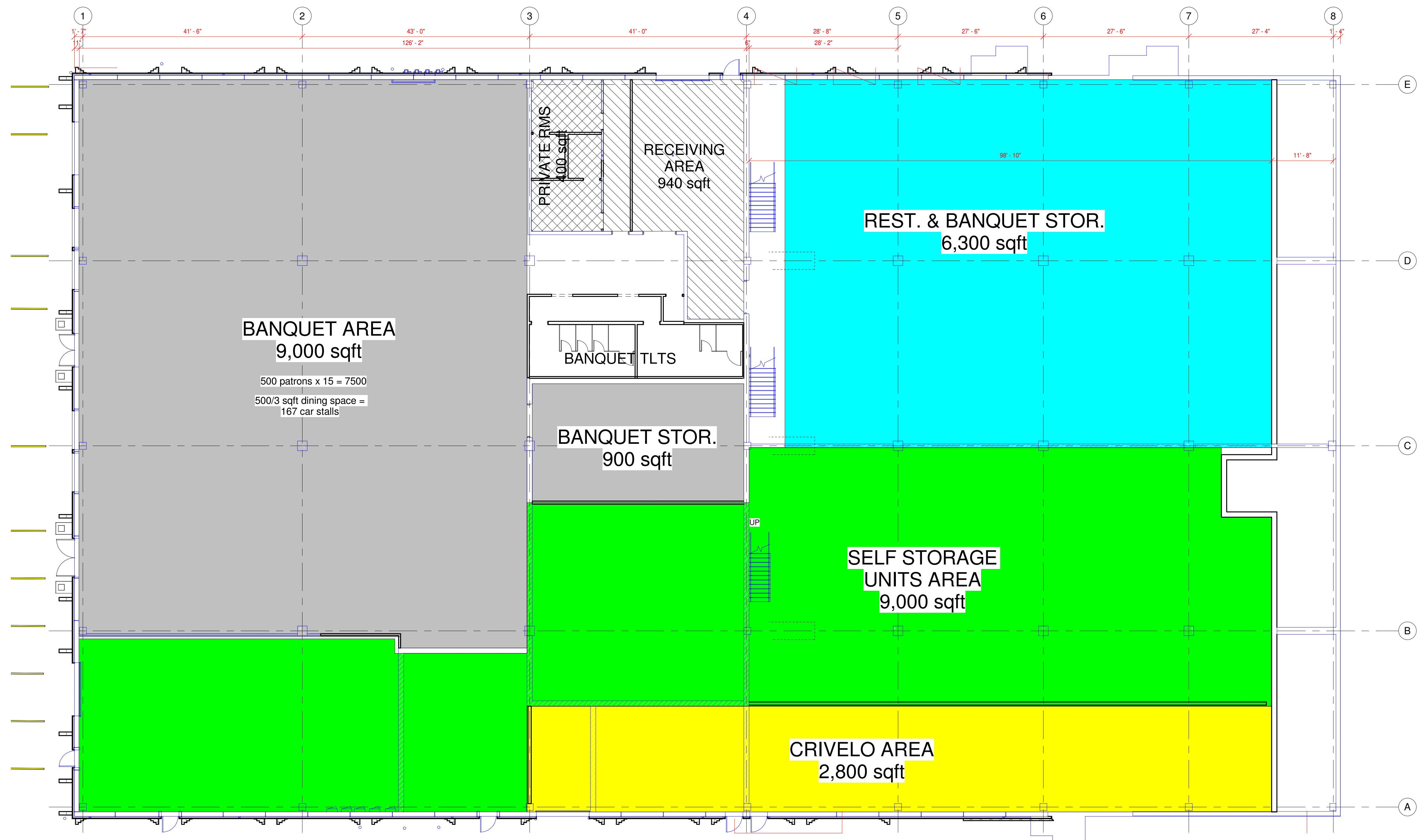
SHEET
 ES

2024 © JACOB LAND SURVEYING, LLC

PRELIMINARY DRAWING - NOT FOR CONSTRUCTION

PRELIMINARY
04/07/2026

INTERIOR & EXTERIOR RENOVATION
PABLA PLAZA
 18110 W. BLUEMOUND ROAD
 BROOKFIELD, WI



FLOOR PLAN - LOWER LEVEL COLORED
 SCALE: 3/32" = 1'-0"

SHEET TITLE
OVERALL LOWER LEVEL FLOOR PLAN - COLORED

PROJECT DATA
DATE:
JOB NUMBER:
SHEET NUMBER:

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NOT FOR CONSTRUCTION A-100A

4/7/2025 11:49:41 AM

PRELIMINARY
04/07/2026



INTERIOR & EXTERIOR RENOVATION
PABLA PLAZA
 18110 W. BLUEMOUND ROAD
 BROOKFIELD, WI

SHEET TITLE
OVERALL LOWER LEVEL FLOOR PLAN - COLORED

PROJECT DATA
DATE:
JOB NUMBER:
SHEET NUMBER:

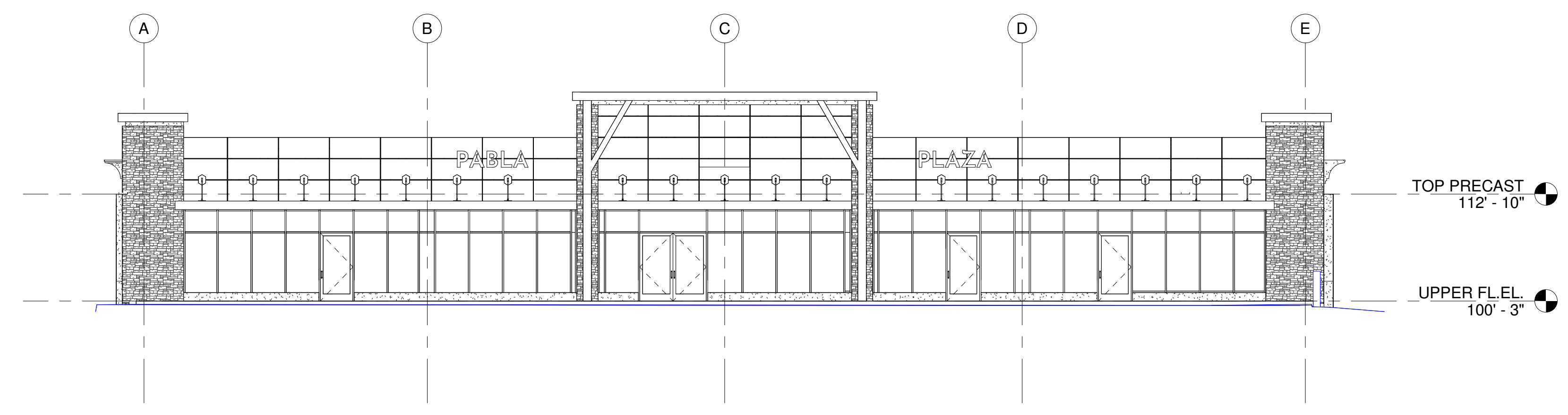
FLOOR PLAN - UPPER LEVEL COLORED
 SCALE: 3/32" = 1'-0"

NOT FOR CONSTRUCTION A-101A

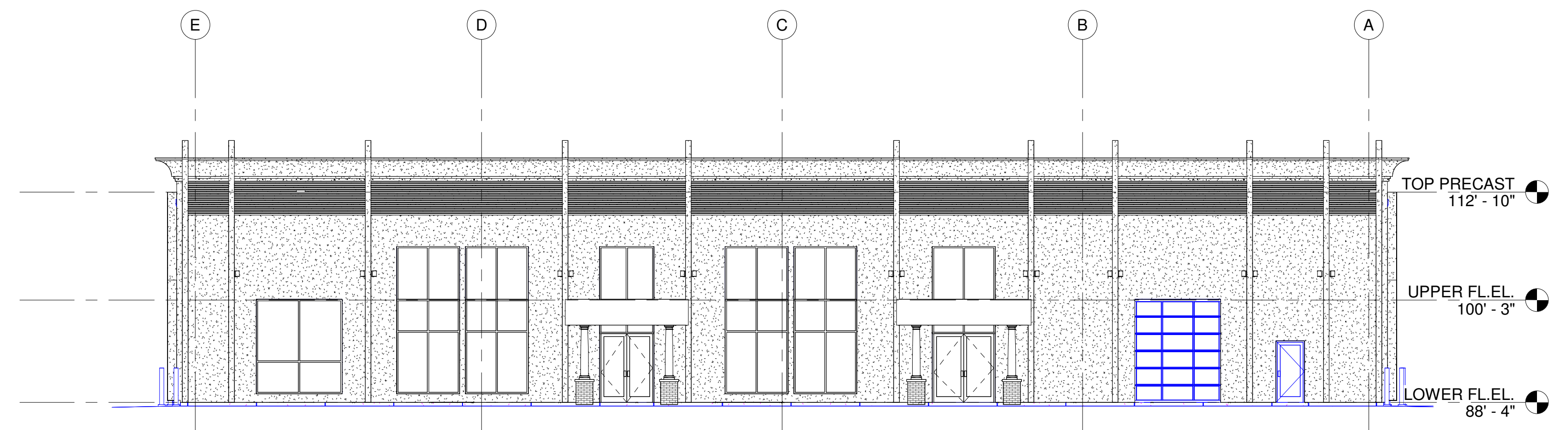
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4/7/2025 11:49:42 AM

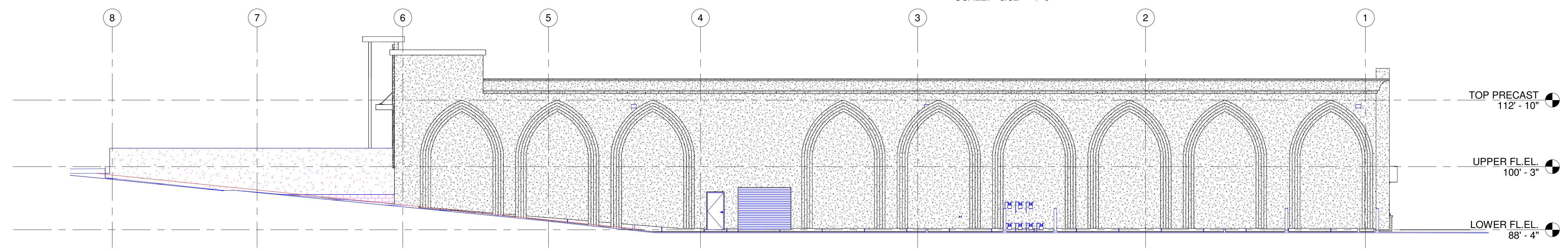
PRELIMINARY
04/07/2026



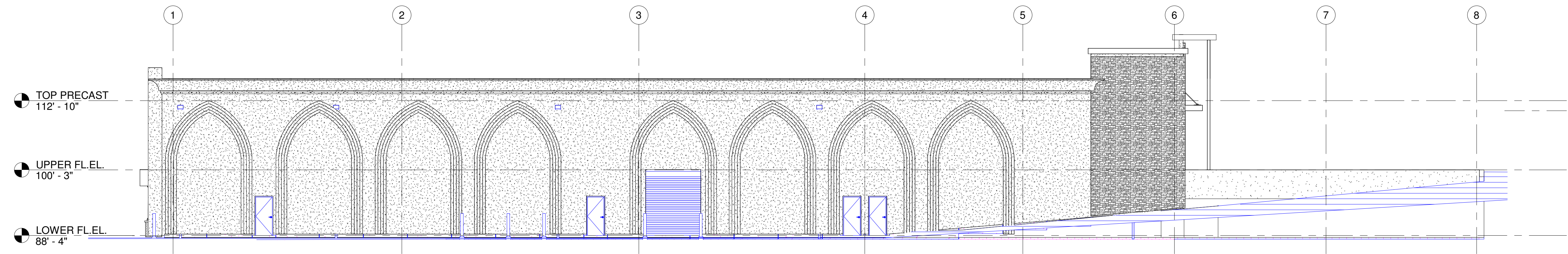
SOUTH BUILDING ELEVATION
 SCALE: 3/32" = 1'-0"



NORTH BUILDING ELEVATION
 SCALE: 3/32" = 1'-0"



EAST BUILDING ELEVATION
 SCALE: 3/32" = 1'-0"



WEST BUILDING ELEVATION
 SCALE: 3/32" = 1'-0"

INTERIOR & EXTERIOR RENOVATION
PABLA PLAZA
 18110 W. BLUEMOUND ROAD
 BROOKFIELD, WI

SHEET TITLE
EXTERIOR BUILDING ELEVATIONS

PROJECT DATA
DATE:
JOB NUMBER:
SHEET NUMBER:

A-200

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MORPH DESIGNS, LLC
 Commercial & Residential
 Building & Structural
 Design Services
 Phone: 920-948-7975
 email:
 morphdesigns@sbcglobal.net

PRELIMINARY
04/07/2026



INTERIOR & EXTERIOR RENOVATION
PABLA PLAZA
 18110 W. BLUEMOUND ROAD
 BROOKFIELD, WI

SHEET TITLE
EXTERIOR PERSPECTIVES

PROJECT DATA
DATE:
JOB NUMBER:
SHEET NUMBER:

A-900

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NOT FOR CONSTRUCTION

4/7/2025 11:49:46 AM

Ord. No.: 2026-03

**ORDINANCE AMENDING CERTAIN SECTIONS IN CHAPTER 17 OF
THE TOWN OF BROOKFIELD MUNICIPAL CODE**

NOW THEREFORE, the Town Board of the Town of Brookfield, Wisconsin do ordain as follows:

SECTION 1: The introduction paragraph of Section 17.08(10)(b) of the Town Code is hereby repealed and recreated to read as follows:

- (b) Changeable and movable copy signs which are designed to allow the display of messages to be changed, whether manually or electronically, may be allowed as a conditional use in any B-2, B-3, or I-1 Zoning District, subject to the following conditions and limitations:

SECTION 2: Section 17.08(10)(b)2. of the Town Code is hereby repealed and recreated to read as follows:

- 2. There shall be only one changeable and movable copy sign on each lot or parcel of land. The changeable and movable copy sign shall not be incorporated into a wall- or building-mounted sign.

SECTION 3: Section 17.08(10)(b)12. of the Town Code is hereby repealed and recreated to read as follows:

- 12. No conditional use permit may be issued for a changeable and movable copy sign unless the parcel on which the sign is located contains at least 20,000 square feet, and unless the location of the sign meets all offset and setback requirements of the applicable zoning district, unless other approved by the Plan Commission for just cause.

SECTION 4: Section 17.08(10)(b)13. of the Town Code is hereby created to read as follows:

- 13. Changeable copy signs in the I-1 Institutional District shall not be located across from or along a lot line adjacent to a residentially-zoned district.

SECTION 5: All other provisions of the Town Code shall remain in full force and effect. All ordinances or parts of this Ordinance conflicting or contravening the provisions of this Ordinance are hereby repealed. This Ordinance shall take effect upon passage and posting or publication as provided by law.

PASSED AND ADOPTED by the Town Board of the Town of Brookfield, Waukesha County, Wisconsin this ____ day of _____, 2026.

BY: _____
KEITH HENDERSON, Chairman

BY: _____
STEVE KOHLMANN, Supervisor

BY: _____
JOHN CHARLIER, Supervisor

BY: _____
MATTHEW PARIS, Supervisor

BY: _____
RYAN STANELLE, Supervisor

ATTEST: _____
Emily Howells, Town Clerk

Town of Brookfield
645 N. Janacek Road
Brookfield, WI 53045
(P) 262-796-3788
(F) 262-796-0339



TO: Town Board
FROM: Chairman Keith Henderson
DATE: May 19, 2026
RE: Requests for Appointment

c – current member
r - recommendation

Architectural Control Committee (need 6, 2 year term, max. 2 TB members)

c Steve Kohlmann
c John Charlier
c Matt Paris

CDA (need 3, 4 year term)

c r Steve Kohlmann

Board of Review (need 1, annual)

c r Robert Wiseman

Brookfield Chamber (need 1, annual)

r Diana Smeltzer

Joint Review Board (need 1, annual)

Plan Commission (need 1, 3 year term)

r Malia Stanelle
c Kevin Riordan

Police & Fire Commission (need 1, 5 year term)

c r Greg Grant

Zoning Board of Appeals (need 5, 3 year term)

c r Dean Pearson
c r Janet Gentile
r Hailey Schwobe

Town of Brookfield
Board & Committee Term Listing
& Annual Appointments

TB - Town Board

2-Year Term, Elected

Name	Address	Term (Begins in April)
Keith Henderson - Chairman		2025 – 2027
John Charlier		2025 – 2027
Steve Kohlmann		2026 – 2028
Matthew Paris		2026 – 2028
Ryan Stanelle		2025 – 2027

Municipal Judge

4-Year term, Elected

Name	Address	Term (Begins in May)
JoAnn Eiring		2023 –2027

CDA - Community Development & Redevelopment Authority 4-Years, Appointed

Name	Address	Term (Begins in June)
Supervisor Ryan Stanelle, Chair		2025-2027
Richard Diercksmeier		2022-2026
Supervisor Steve Kohlmann		2026-2028
Thomas Koplín		2025-2029
Jason Krogsund		2025-2029
Dan Zuperku		2024-2028
Don Mueller		2023-2027

PC - Plan Commission

3-Years, Appointed

Name	Address	Term (Begins in June)
Keith Henderson, Chair		2025-2028
Tim Probst		2024-2027
Kevin Riordan		2023-2026
Len Smeltzer		2025-2028
Supervisor Ryan Stanelle		2025-2028
Jeremy Watson		2025-2028
Dan Zuperku		2025-2028

PFC - Police & Fire Commission

5-Years, Appointed

Name	Address	Term (Begins in June)
Gary Miller, Chair		2022-2027
Don Haffner, Secretary		2023-2028
Joe Lewandowski, Vice Chair		2025-2030
Greg Grant		2021-2026
Raul Terriquez		2024-2029

BOZA - Zoning Board of Appeals

3-Years, Appointed

Name	Address	Term (Begins in June)
Dean Pearson, Chair		2023-2026
Supervisor Matt Paris		2026-2028
Janet Gentile		2023-2026
John Marose		2025-2028
Daryl Walther		2025-2028
ALTERNATE 1: VACANT		
ALTERNATE 2: VACANT		

Architectural Control Committee

2-Years, Appointed

Name	Address	Term (Begins in June)
Dean Pearson, Chair		2025-2027
Supervisor John Charlier		2025-2027
Dick Diercksmeier		2025-2027
Supervisor Steve Kohlmann		2026-2029
William (Alan) Lee		2025-2027
ALTERNATE 1: VACANT		
ALTERNATE 2: VACANT		

BOR - Board of ReviewAnnual Appointment

Name	Address
Town Board	
Robert Wiseman (Citizen Member)	

JRB - Joint Review Board (Town Member Only)Annual Appointment

Name	Address
Richard Diercksmeier	

Brookfield Chamber of Commerce RepresentativeAnnual Appointment

Name	Address
Vacant	

Annual Appointments

Appointment	Appointee
Sanitary District #4 Commissioners:	Town Board
Emergency Government:	Tom Hagie, Fire Chief, Police Chief
Discover Brookfield Board Representative:	Tom Hagie, (Administrator, <i>ex officio</i>).
Attorney:	Michael Van Kleunen via Axley Brynelson, LLP, via contract
Auditor:	Baker, Tilly, Virchow, Krause & Co. LLP, via contract
Assessor:	Catalis Tax & CAMA, Inc. (Formerly Grotz). (Dwight Frame is assigned.)
Humane Services:	Elmbrook Humane Society
Planner:	Rebekah Leto, via Planning & Zoning LLC via contract
Building Inspector:	Jason Chromy, via WBI, via contract
Town Engineer:	Strand Associates, via contract
Commercial Plan Review:	E-Plan Exam
Financial Advisor:	Ehlers, via contract
Official Newspaper:	Waukesha Freeman
Financial Institutions:	State of WI Local Gov't. Investment Pool, Associated Bank, Hometown Bank, Town Bank.

Liasons2-Year Term

Department	Name	Address	Term (Begins in April)
Fire Department	John Charlier		2025 – 2027
Sanitary District No. 4	John Charlier		2025 – 2027
Department Public Works	Matthew Paris		2026 – 2028
Police Department	Ryan Stanelle		2025 – 2027

Temporary Alcohol Beverage License

Municipality
T. Brook

18000000646

License(s) Requested	Fees	
<input type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees	\$ 10
	Background Check	\$ 120
	Total Fees	\$ 130

\$10 18000000645

Part A: Organization Information

1. Organization Name
Greater Brookfield Chamber of Commerce

2. Organization Permanent Address
17100 W Bluemound Rd., Suite 202

3. City
Brookfield

4. State
WI

5. Zip Code
53066

6. Mailing Address (if different from permanent address)

7. FEIN
[REDACTED]

8. Date of Organization/Incorporation
10/1957

9. State of Organization/Incorporation
WI

10. Phone
262-786-1806

11. Email
carol@brookfieldchamber.com

12. Organization type (check one)

Bona Fide Club Church Fair Association/Agricultural Society Veteran's Organization
 Lodge/Society Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.

13. Is this organization required to hold a Wisconsin Seller's permit? Yes No

14. Wisconsin Seller's Permit Number (if applicable)

Part B: Individual Information

List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.
Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

Last Name	First Name	Title	Phone
Taubenheim	Thomas	Board Chair	[REDACTED]
Arndorfer	Michael	Treasurer	
Cannizzaro	Jessica	Board Member	
McGee	Sandra	Board Member	
McArdle	Christopher	Chair Elect	
Fritz	Bridget	Board Member	

Continued →

Part C: Event Information			
1. Name of Event (if applicable) <i>Connect At 4</i>			
2. Dates of Operation <i>May 28, 2020</i>		3. Hours of Operation <i>4 pm - 6 pm</i>	
4. Premises Address <i>777 N Brookfield Rd</i>			
5. City <i>Brookfield</i>		6. State <i>WI</i>	7. Zip Code <i>53045</i>
8. County <i>Waukesha</i>	9. Governing Municipality <input type="checkbox"/> City <input checked="" type="checkbox"/> Town <input type="checkbox"/> Village of: <i>Brookfield</i>		10. Aldermanic District
11. Organizer of Event (if not the named applicant) <i>Brookfield Chamber</i>		12. Email and/or Phone Number for Organizer of Event <i>carol@brookfieldchamber.com</i>	
13. Organizer Website <i>brookfieldchamber.com</i>		14. Event Website <i>regencyseiorcommunities.com</i>	
15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.			

→ **Part D: Attestation**

Who must sign this application?
 • one officer or director of the nonprofit organization

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <i>Taubenheim</i>		First Name <i>Thomas</i>		M.I. <i>J</i>
Title <i>Liquor Licensing Board Chair</i>		Email <i>tomt@aegraphics.com</i>		<i>[Redacted]</i>
Signature <i>[Signature]</i>			Date <i>1/12/2026</i>	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk <i>4.20.20</i>	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	



Town of Brookfield Fire Department

Office of the Fire Chief

MEMORANDUM

To: Town Board of Supervisors

From: John- Paul Schilling, Fire Chief

Date: May 8, 2026

Ref: Request for Approval – Purchase of EMS Narcotic Security Safes and RFID Accountability System

The purpose of this memorandum is to request approval for the purchase of three (3) EMS narcotic safes and an associated RFID-based accountability and inventory tracking system for the Town of Brookfield Fire Department EMS Division.

The Fire Department has been evaluating enhanced controlled substance security measures in response to evolving federal Drug Enforcement Administration (DEA) expectations and best practices regarding narcotic security, accountability, chain-of-custody tracking, and inventory management within Emergency Medical Services (EMS) agencies. EMS providers nationwide are experiencing increased scrutiny related to controlled substance handling, diversion prevention, and documentation standards.

The proposed system from EMS Logik/NarcBox provides a comprehensive narcotic security solution that includes:

- Three (3) secure narcotic safes
- RFID-enabled drug pouch tracking technology
- Enhanced accountability and inventory management features
- Electronic chain-of-custody monitoring
- Improved diversion prevention safeguards
- Four (4) years of maintenance, software support, and system service
- Initial training for department personnel
-

The total quoted cost for the system is **\$9,295.00**.

The system configuration includes:

- One (1) NarcBox HQ Control Panel with integrated locker

- Two (2) NarcBox Standard units
- Four (4) RFID-enabled narcotic pouches
- Online implementation and training services

Following the initial four-year support period included in the purchase price, the ongoing maintenance and support cost will be approximately **\$600 annually**, which covers all three devices and the associated system support services.

This purchase will significantly improve the department's controlled substance security measures while also strengthening accountability, inventory accuracy, and compliance with current EMS narcotic handling expectations. In addition, the RFID tracking capability will provide an enhanced audit trail and improved operational oversight of controlled substances carried on department ambulances and within department facilities.

The Fire Department recommends approval of this purchase to support continued compliance efforts, operational accountability, and patient care readiness. Please contact me with any questions or if additional information is needed.



Quote# 412019

EMS Logik / NarcBox / Station Stok
4750 W. Wiley Post Way, Suite 150,
Salt Lake City, Utah, USA, 84116
info@emslogik.com

Quote Date May 7, 2026
Valid Until Jul 6, 2026
Sales Person Kris Huffstetler

Bill To:

Town of Brookfield Fire Dept.
Tony D'Amico

Ship To:

Town of Brookfield Fire Dept.
Tony D'Amico

Account Name Town of Brookfield Fire Dept.
Contact Phone 262-796-3793

Contact Name Tony D'Amico
Contact Email adamico@tbfd.org

Item Code	Product Description	Qty	List Price	Amount
NTS4 NB HQ 1	NarcBox HQ Control Panel and 1 Locker including NarcTrak Pro 4yr System* (Must add Training for New HQ customer)	1	\$ 3,740.00	\$ 3,740.00
NTS4 NB STD 12V	NarcBox Standard w/ 12v Power Supply including NarcTrak Pro 4yr System*	2	\$ 2,440.00	\$ 4,880.00
RFID POUCH MINI	RFID Drug Pouch, Red - Mini - for NarcBox	4	\$ 70.00	\$ 280.00
NB ONLINE T4	Online training with NarcBox staff (NarcBox and NarcTrak Pro)	1	\$ 395.00	\$ 395.00

Sub Total \$ 9,295.00
Discount \$ 0.00
Total \$ 9,295.00 USD

****To approve this Quote please respond with a signed PO and/or enter the information below.**
Please also include your Billing and Shipping information if missing or incorrect above.

PO Number _____
Approval Signature _____ Date _____
AP/Invoice Email _____
AP/Invoice Contact Name _____ Phone# _____

Terms & Conditions

Orders will be invoiced at the time of fulfillment. Payment is required within 15 days of product delivery or invoice date whichever is later, unless agreed upon prior to order placement.
Any estimated lead times quoted are approximation and not guaranteed. All orders are built to order and lead time is dependent upon availability of components and employee's workload.



Office of the Administrator

Town of Brookfield | 645 N. Janacek Road, Brookfield, WI 53045

Office: 262-796-3788 | Administrator@TownofBrookfieldWI.gov

Memo

To: Town Board
From: Tom Hagie, Administrator
Date: May 14, 2026
Re: Police Department Evaluation

Purpose of the Request

The Administrator and Chief of Police request Board approval to request proposals from consultants to perform a thorough and in-depth analysis of the Town of Brookfield Police Department. The evaluation will determine the current health of the Department and provide recommendations to address both current and future planning needs. The request comes at an opportune time, responding to recent and upcoming development and the anticipated near-term retirement of the Police Chief.

Background

The Town of Brookfield Police Department (TBPD) consists of sixteen full-time sworn police personnel, and a full-time civilian police clerk. The sixteen personnel include a chief, a sergeant, two lieutenants, and twelve officers. The TBPD provides police services 24-hours a day, 365-days a year to a community of approximately 6,500 residents and a daytime population that swells to approximately 40,000+.

The TBPD structure and service level has remained relatively unchanged for the better part of 25 years. Over the same time period, the Town has seen significant growth along the Bluemound Road corridor. Most notably, the Corners of Brookfield and Poplar Creek Town Center, both of which include a mix of commercial businesses and residential apartments. Combined, these developments have added over 40 new businesses and nearly 1,000 new apartment units. This growth is anticipated to continue with the proposed West End development, furthering the need to ensure the TBPD is staffed appropriately and has the necessary resources to respond to this change in the community.

In response to this development and a desire to provide a high level of service, the TBPD has recently implemented new technology to assist staff with being more efficient and provide staff with the necessary tools to be effective with patrol and investigations. This includes outfitting a squad with an automatic license plate reader that scans, identifies, and logs license plates in real-time into a shared database with other law enforcement agencies. This information is used to locate stolen cars or vehicles involved in an incident. More recently, the TBPD purchased new software that has the ability to gain access to mobile devices to assist with evidence gathering and investigations.

Identified Concerns/Drivers

- Potential for officer burnout leading to possible turnover
- Potential longer response times
- Increased staff may require additional space needs/equipment
- Desire to expand current services or implement new services (ie. Drone Unit, SCIT (Suburban Critical Incident Team), CDU (Civil Disturbance Unit), Drug Unit, Bike Patrol, ICAC (Internet Crimes Against Children), K9 unit)
- Operational efficiency
- Service Demands
- Technology and Infrastructure
- Strategic Planning

Why an independent Review is Appropriate

It is the opinion of the Administrator and Chief of Police that an independent review will provide a comprehensive, objective, and unbiased analysis of the Department for near-term and long-term planning needs.

Desired Scope of Study

1. Governance & Leadership
 - a. Organizational Review & Analysis
 - b. Command Structure
2. Operational Performance
 - a. Staffing levels and analysis
 - b. Policy & Procedure Review
 - c. Operational Efficiency
 - d. Internal Accountability Systems
3. Infrastructure
 - a. Equipment Review
 - b. Space Needs/Facility Planning

Expected Outcomes/Deliverables

A comprehensive analysis of the current and future needs of the Town of Brookfield Police Department.

Compliance Maintenance Annual Report

Brookfield Sanitary District 4

Last Updated: Reporting For:
5/5/2026 **2025**

Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 150px;" type="text" value="Tony Skof"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="262-798-8629"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="SD4@townofbrookfieldwi.gov"/></p>																	
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2025"/></p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0																
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>																	
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2025"/></p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																	
<p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%;"></td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;"><input style="width: 100%;" type="text" value="38,000.00"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="2,000.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="40,000.00"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="0.00"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 100%;" type="text" value="38,000.00"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	\$	<input style="width: 100%;" type="text" value="2,000.00"/>	3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 100%;" type="text" value="40,000.00"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 100%;" type="text" value="0.00"/>	
3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 100%;" type="text" value="38,000.00"/>														
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	\$	<input style="width: 100%;" type="text" value="2,000.00"/>														
3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 100%;" type="text" value="40,000.00"/>														
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 100%;" type="text" value="0.00"/>														

Compliance Maintenance Annual Report

Brookfield Sanitary District 4

Last Updated: Reporting For:
5/5/2026 **2025**

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) -

\$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 40,000.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund?

\$ 40,000.00

0

Please note: If you had a CFWP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Repair / Reline 36" sewer interceptor due to deterioration of concrete pipe.	\$351,000	2027
2	Sewer Lift Station controls and equipment upgrade	\$250,000	2026

5. Financial Management General Comments

Sewer user rate reviewed annually.

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	2,499	48
February	2,136	48
March	1,830	33
April	1,653	33
May	1,338	20
June	1,164	16
July	1,237	11
August	1,201	11
September	1,120	8
October	1,358	8
November	1,758	28
December	2,416	49
Total	19,710	313
Average	1,643	26

6.1.2 Comments:

Electricity totals include electricity consumed at a lift station, 5 sanitary sewer flow meter locations, and a percentage of the utility office. Natural Gas consumption totals are for the backup generator at the lift station and a percentage of the utility office usage.

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

Lift station backup generator located in secure building.
Building contains pump controls, generator, and heater.

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

No

Yes

Year:

By Whom:

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Describe and Comment:

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

When replacing lift station pumps and equipment we replace them with high efficiency motors and controls.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Clean, inspect, and televise approximately 30% of the sewer collection system sewer mains, manholes, and lateral connections.
Correct any deficiencies found during inspections including inflow and infiltration.

Did you accomplish them?

- Yes
- No

If No, explain:

- Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

- Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Sewer use Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2022-03-15

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
- New sewer and building sewer design, construction, installation, testing and inspection
- Rehabilitated sewer and lift station installation, testing and inspection
- Sewage flows satellite system and large private users are monitored and controlled, as necessary
- Fat, oil and grease control
- Enforcement procedures for sewer use non-compliance

- Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- Equipment and replacement part inventories
- Up-to-date sewer system map

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- A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- A description of routine operation and maintenance activities (see question 2 below)
- Capacity assessment program
- Basement back assessment and correction
- Regular O&M training

Design and Performance Provisions [NR 210.23 (4) (e)]

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- Construction, Inspection, and Testing
- Others:

Collection system design review and construction observation services are completed by an outside engineering firm.

Overflow Emergency Response Plan [NR 210.23 (4) (f)]

Does your emergency response capability include:

- Responsible personnel communication procedures
- Response order, timing and clean-up
- Public notification protocols
- Training
- Emergency operation protocols and implementation procedures

Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]

Special Studies Last Year (check only those that apply):

- Infiltration/Inflow (I/I) Analysis
- Sewer System Evaluation Survey (SSES)
- Sewer Evaluation and Capacity Management Plan (SECAP)
- Lift Station Evaluation Report
- Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	30	% of system/year
Root removal	.2	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	30	% of system/year
Manhole inspections	30	% of system/year
Lift station O&M	52	# per L.S./year
Manhole rehabilitation	1	% of manholes rehabbed
Mainline rehabilitation	0	% of sewer lines rehabbed
Private sewer inspections	30	% of system/year

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Private sewer I/I removal % of private services

River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

Connections of private sewer laterals at sewermain are inspected during annual televising. Leaks repaired in 9 manholes and 5 manholes were lined due to deterioration and root growth.

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="39.87"/>	Total actual amount of precipitation last year in inches
<input type="text" value="32.26"/>	Annual average precipitation (for your location)
<input type="text" value="48.26"/>	Miles of sanitary sewer
<input type="text" value="1"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="0"/>	Number of complaints
<input type="text" value=".80"/>	Average daily flow in MGD (if available)
<input type="text" value=".96"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.00"/>	Complaints (number/sewer mile)
<input type="text" value="1.2"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- Yes
- No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

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<p><input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, please describe: <input type="text"/></p> <p>5.3 Explain any infiltration/inflow (I/I) changes this year from previous years: <input type="text"/></p> <p>5.4 What is being done to address infiltration/inflow in your collection system? <input type="text"/></p>
--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			4	16
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

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Resolution or Owner's Statement

Name of Governing
Body or Owner:

Town of Brookfield - Sanitary District #4

Date of Resolution or
Action Taken:

Resolution Number:

021

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00