



## VILLAGE OF FOX POINT

MILWAUKEE COUNTY

WISCONSIN

VILLAGE HALL

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**To:** The Honorable Members of the Fox Point Village Board  
**From:** Scott A. Botcher, Village Manager  
**Date:** April 2, 2021  
**Re:** **Administrative Report for the Week Ending April 2, 2021**

### ADMINISTRATION

1. The Village is accepting applications for Pool Managers, Lifeguards and Front Box staff for the 2021 Pool season. Please visit the Village's website for more information.
2. Please visit the North Shore Health Department website for all COVID and other health related information. <https://www.nshealthdept.org/>
3. The Village Manager participated in the weekly North Shore Health Department EOC call.
4. Staff processed many tax payments for payment period ending March 31.
5. The village clerk's office held the public test of voting equipment for the April 6, 2021 Spring Election on Monday, as posted.
6. The final week of in-person absentee voting was held by the clerk's office from Monday through Friday this week, as posted on MyVote Wisconsin, the village website and our posting locations.
7. Final preparations are being made by staff for the Spring Election being held on April 6, 2021; polls open at 7:00 a.m. and close at 8:00 p.m.
8. Ballots continue to be returned to the village clerk's office to be checked in this week; please return your ballots as soon as possible to the clerk's office with voter signature, date signed, witness signature and FULL mailing address (including municipality, state and zip code).
9. Delinquent tax notices will be mailed out by the treasurer's office next week following the grace period of Monday, April 5, 2021.

### DEPARTMENT OF PUBLIC WORKS

1. Staff completed the DNR NR 216 annual stormwater report which will be presented to the Village Board at the April meeting for review and approval. The DNR requires approval from the governing body before it can be officially submitted to them for their records.
2. Staff also completed the MMSD annual report of activities in the Village (stormwater and sanitary sewer related projects).
3. Staff also worked on the DNR annual recycling report (due at the end of April) which details the costs and actual collection of materials and is required to be submitted in order to be eligible for the recycling grant funds (usually around \$55,000). As you may recall from the

administrative reports last year at this time, I noted that the Village was experiencing a significant increase in the amount of recyclable material being processed. Comparing 2019 to 2020, the Village saw an increase of over 200 tons of additional recyclables processed (690 tons versus 900 tons) which equates to an extra 4 tons (almost 8,100 pounds) collected each week. Similarly, the amount of yard waste collected (which is tracked as part of this grant) increased from 1,140 tons to 1,380 tons in 2020 (or about 4.6 tons per week). Considering that a lot of yard waste isn't produced in December, January or February (about a twelve-week period), staff actually collected an additional 6 tons of material each week over the remaining portion of the year.

4. DPW staff have been working on the following:
  - a. Completing sewer cleaning in the north half of the Village.
  - b. Getting ready for tree planting.
  - c. Coordinating stump grinding (to start next week) which requires calling in locates for over 120 tree stump locations.
  - d. Responding to a basement backup on Fairchild.
  - e. Providing voting assistance for the machines.
  - f. Cold patching.
  - g. Snow plow damage cleanups and replacing white posts.
5. Water Utility staff have been busy with responding to all of the utility locates, assisting the Financial Manager and staff who are working on the PSC Water Rate Case, and installed several new water meters this week.
6. Water Utility and DPW staff also repaired the water main break on the private road on the north end of Beach Drive last week.
7. Staff is also coordinating with our contractor and consultant for possible kick-off meeting dates and public information meetings. Tentatively, the kick-off meeting will be held the week of April 12 while the PIM for Santa Monica and Regent will be held either the week of April 19 or 26 and the PIM for Greenvale will be held the week of June 7 as the projects are scheduled to start in early to mid-May and late June, respectively.

## POLICE DEPARTMENT

1. Officers responded to assist Brown Deer police with a possible domestic violence call and a theft when all Brown Deer police personnel were committed to assisting at a fire scene. The investigations were turned over to Brown Deer for follow-up.
2. Officers responded to a report of theft after a resident reported that a known person used their credit card without permission. The investigation remains open as the officer gathers banking information and interviews with the known party.
3. Officers investigated a fraud reported by a resident when an unknown person used their credit card without permission. The investigation remains open while the officer reviews banking documents and attempts to identify possible suspects.
4. Officers provided assistance to Glendale police who were investigating a hit and run call within their jurisdiction and identified a possible Fox Point resident as a suspect. Fox Point officers attempted to make contact with the resident. The investigation remains open with Glendale police.

5. Officers responded to a dispute between a customer and a business regarding the customers dissatisfaction with their meal. The customer was requesting a refund but refused to return the meal and called for police assistance. The officer mediated the matter and was able to resolve the incident to both parties' satisfaction.