



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: December 9, 2022
Re: **Administrative Report for the Week Ending December 9, 2022**

ADMINISTRATION

1. Manager and Assistant Manager met with insurance provider on December 8 to discuss 2023 rates.
2. Final updates were made by staff to the LandNav (Catalis) Tax Software in preparation to receipt 2022 taxes.
3. Staff continued to work with LandNav (Catalis) to tweak items in the new system to create and produce the tax roll/tax bills prior to the December 19, 2022 statutory deadline.
4. 2022 Statement of Tax Report was submitted to the Wisconsin Department of Revenue this week by staff.
5. 2022 Municipal Levy Limit Worksheet was submitted to the Wisconsin Department of Revenue this week by staff.
6. Staff coordinated and worked with printer to prepare, print and mail tax bills and tax inserts to village residents and businesses.
7. Clerk's office is preparing for the spring 2023 elections by updating supplies and documents.
8. Manager held the annual Employee Appreciation Luncheon on December 9. Thank you to DPW, Police, and Village Hall staff for their service to the Village!

DEPARTMENT OF PUBLIC WORKS

1. All leaf collection activities have been completed for the year. Any resident who has leaves remaining on their property will need to place them in bags or containers for collection with yard waste.
2. DPW staff and the employees in the shop broke down the leaf trucks and set up the salters this week and the timing couldn't have been better with the snow event on Friday.
3. Staff continued to assist Waste Management with missed collections. Wednesday alone staff collected over 40 properties. We continue to work through the service issues with Waste Management but will likely submit an RFP for recycling services to other companies after the first of the year.
4. Staff received a call from a property owner at Acacia and Santa Monica regarding standing water in the ditch. Upon further investigation, it appears the old storm sewer culvert that

drained a portion of his yard had been abandoned and not replaced when the road work was done. At this same location, staff noticed that portions of Santa Monica, which is heavily wooded, do not drain well and the road flooded during a heavy wet weather event this spring. We are working with a contractor to obtain a quote to install storm pipes and perform some ditching to drain the stormwater in this area.

5. DPW and Water Utility staff attended the Port Washington Road water main bid opening. A number of contractors submitted bids for the work and the low bidder's cost is approximately \$220,000. The relocation of the water main is being done as part of the DOT's I-43/Port Washington Road widening project, the Village will receive reimbursement for a large portion of this cost and it is estimated that the Village out of pocket expense (construction only) is approximately \$18,000.
6. Staff participated in a meeting with the Village's attorney related to a lawsuit filed against the Village. The lawsuit focuses on stormwater drainage as well as ownership, maintenance and improvement responsibilities.
7. Staff participated in multiple conference calls with MSA regarding the Beach Drive project and their requested amendment. We also discussed the proposed schedule from Michels – which we received Thursday. At present, Michels is proposing a mobilization date of mid-March, a start date the third week in March with construction (placement of the revetment) continuing through the end of July. Under the proposed schedule, staff will hold a public information meeting in February to update interested stakeholders on the schedule, construction sequencing, staffing, and other pertinent matters. All of this is contingent on the Village Board granting final approval for the project. Approval is scheduled to be discussed at the December Board meeting next Tuesday.

POLICE DEPARTMENT

1. Officers provided assistance to a resident who came into the station to report fraudulent use of their personal identifying information.
2. Officers responded to Best Buy for a report of retail theft after two subjects took gaming systems from the store without payment or permission. The incident occurred 60 minutes prior to the officer's arrival. The investigation is ongoing.
3. Officers responded to a possible drug overdose call that resulted in the arrest of one person for possession of marijuana and drug paraphernalia.
4. Officers responded to a report of criminal damage to property after a resident found damage to a healthy tree on their property. Contract tree services had been on the property and one of the workers used a chainsaw to deface the tree. The subject was cited for damage to property.
5. Staff completed interviews with police officer candidates and attended the academy graduation ceremony for Officer Field.
6. Officers responded to MapleDale School to assist administrative staff with an incident.
7. Officers responded to Best Buy for a retail theft complaint after two subjects took 50-inch televisions out of the store without permission. The subjects dropped personal items that may be used to identify them. The incident remains open as officers follow up on possible identification of the suspects.

8. Officers spent time conducting code compliance for unenclosed storage violations.
9. Officers engaged in foot patrol and community engagement activities at Riverpoint Shopping Center and Audubon Court.
10. First grade students from Stormonth School came to the department and met with officers related to a classroom project. The students shared cards of appreciation for the officers' work.

NORTH SHORE FIRE DEPARTMENT

- The Villages of Whitefish Bay and River Hills approved resolutions to expend funds on the reconstruction of Fire Station 82 and to reimburse the City of Glendale for funds related to borrowing for the Fire Station 82 project. The City of Glendale and Villages of Fox Point and Bayside will take up the resolutions next week.
- North Shore Emergency Management Committee met this week to discuss recommendations from the tabletop exercise that occurred in August 2022.
- The Department is preparing to take delivery of a new ambulance from Horton/Foster Coach next week.