



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: March 3, 2023

Re: **Administrative Report for the Week Ending March 3, 2023**

ADMINISTRATION

1. Board of Appeals Official Notice for Case 2023-03, Variance Request was posted, notifications emailed to Board members, and mailed to those within 500 feet on Wednesday for the March 22, 2023 5pm Board of Appeals meeting.
2. Wisconsin Election Commission Training regarding "Conducting a Recount" was attended by Clerk and Deputy Clerk on March 1, 2023 at 10:00 a.m.
3. Spring Primary Election poll book votes were recorded, reconciled and the Spring Primary Election closed in the voting system this week, in preparation for the Spring General Election.
4. Sex Offender Residence Board meeting was held with staff attendance on Thursday, March 2, 2023 at 9:00 a.m.
5. Clerk's office began preparations for the Spring General Election being held on April 4, 2023.
6. Plan Commission agenda and packet was prepared, posted and delivered for the Monday, March 6, 2023 5:45 p.m. meeting.
7. Preparations by staff are underway for the village audit scheduled for the week of March 13th, 2023.
8. Staff had the annual meeting with the village bank on Friday regarding any updates.
9. The public hearing record regarding the Mary Nohl cultural overlay request was published to the Village's agenda center as the agenda document from the January 31, 2023 joint meeting.

DEPARTMENT OF PUBLIC WORKS

1. Water utility and DPW staff responded to a water main break in the 7900 block of North Santa Monica Boulevard on Friday. This is the third water main break in the vicinity of Fairchild and Santa Monica in recent months.
2. Work on Beach Drive is expected to start soon. We Energies has requested an opportunity to start earlier (possibly as early as next week) so that they can install their new gas main before the water main work begins. We are also in regular communications with the Army

- Corps of Engineers as we have yet to receive our permit from them – though it is apparently ready to be signed by the Bureau Chief.
3. The Director attended the Fox Wolf Watershed Conference in Oshkosh on Tuesday and gave a presentation on the Village's stormwater achievements related to reductions in sediment and phosphorous (TSS and TP) as well as long term goals related to bacteria (such as pet waste) and chlorides.
 4. DPW staff have been busy with the following:
 - a. Forestry related activities (ward pruning, etc.).
 - b. Finished sanitary sewer cleaning activities.
 - c. Cleaned storm sewers on Lake Drive.
 - d. Responded to large amounts of standing water in ditches and opened up blocked culverts during and after the rain event (about 2.5 inches) on Monday. Fortunately, there were no reports of basement backups and the Village did not experience any sanitary sewer overflows as a result of the rain event.
 - e. Normal activities including responding to some missed recycling calls.
 5. Water utility staff:
 - a. Water samples were collected for the new 20-inch water main on Port Washington Road and both samples passed. The pressure test passed as well and the line was put back in service Thursday afternoon. Mid-City also insulated the rest of the water main.
 - b. Researched valve turners as the old valve turner (mechanical) needs significant repairs that exceed about 50% of the cost of a new valve turner. Given the age of the old valve turner (around 25 years old), staff has recommended purchasing a new valve turner.
 6. In the shop:
 - a. The new loader was delivered this week and training on the loader was expected to occur on Friday (until the water main break occurred).
 - b. The auction wrapped up for the old water utility van. The high bidder still has to coordinate picking up the van with the Lead Mechanic.
 - c. Continued with preventative maintenance and equipment maintenance items.

POLICE DEPARTMENT

1. Officers responded to a report of retail theft after a subject took multiple laptop computers from Best Buy. The subject concealed the computers and left the store without payment. The subject had fled the scene prior to officers' arrival and the investigation is ongoing.
2. Officers provided assistance to a resident who was receiving unsolicited text messages from a person they met while traveling. No criminal activity was noted in the messages and the officers assisted the resident with blocking the sender.
3. Officers responded to a report of family trouble after a juvenile subject ran away from home. The officers located the juvenile and determined the juvenile was experiencing a mental health crisis. The officers assisted the juvenile on the scene and subsequently transported them to Rogers Memorial for evaluation and treatment.

4. Officers responded to a report of a medication theft by a caregiver. The officers opened an investigation and during the course of interviewing subjects they located the missing medication. No criminal activity was noted.
5. Officers responded to a report of a stolen license plate from a vehicle. The resident was unaware of the location of the theft. The officers entered the stolen plate into the national database and destroyed the other plate.
6. Officers responded to a report of retail theft at Best Buy after a subject transferred merchandise to a less expensive packaging and paid for the lower priced merchandise. The investigation is ongoing.
7. Officers responded to a retail theft at Best Buy when a subject concealed merchandise and left the store. Officers were able to identify the subject and issued a municipal citation for the theft.
8. Officers responded to a retail theft at Best Buy after store staff flagged down an officer on patrol. The officers arrested a subject for retail theft and the person was charged with misdemeanor theft by the district attorney.
9. Officers responded to an employee theft after cash was noticed missing. The officers continue their investigation in this matter.
10. Officers responded to an out of hospital death investigation and, after noting that there were no signs of criminal activity, they assisted the family with arrangements.

NORTH SHORE FIRE DEPARTMENT

1. Demolition and abatement processes have begun at Fire Station 82.
2. Paramedics are completing their Pediatric Advanced Life Support (PALS) re-certification this week.
3. Monthly Administrative Staff Meeting was held Tuesday. Topics included temporary operations during construction of Fire Station 82 and improving injury prevention programs.
4. On Thursday February 23, the Department responded to a report of a structural collapse at Bayshore's Silver Spring Parking Garage. The Department responded to the incident supported by Glendale Police Department, Bayside Communications Center, and Milwaukee Fire Department along with its Regional Heavy Urban Rescue Team. Fortunately, no one was injured in this incident. The Department remained actively involved in the incident until Saturday afternoon when the entire debris pile was removed and it was confirmed that there were no victims of the collapse