



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 28, 2023

Re: **Administrative Report for the Week Ending April 28, 2023**

ADMINISTRATION

1. Deputy Clerk Treasurer attended an MMCA (Metro Milwaukee Clerks Assoc) meeting and education day in Cudahy on Tuesday.
2. Clerk Treasurer and Accounting/Financial Manager attended the MTAW (Municipal Treasurers of Wisconsin) Conference and Education Seminar this week.
3. Clerk Treasurer/MTAW District 5 Co-director attended the MTAW Board meeting the night prior to the MTAW Conference.
4. Clerk's office attended a presentation by Granicus regarding agenda management.
5. Staff met with new Trustee Stoltz.
6. Village Manager met with other members communities of the North Shore Library.
7. Staff participated in Arbor Day celebration.

DEPARTMENT OF PUBLIC WORKS

1. As a reminder, we are entering No Mow May next week Monday. Staff will not be mowing the boulevard areas in the Village but will still mow the parks due to the soccer, baseball and other uses in the parks.
2. Staff participated in a 60% review meeting with the DOT and Kapur at the DOT offices in Waukesha to discuss the Lake Drive project. The project is still on schedule but there will be a third amendment coming forth to address additional work requested by the DOT (related to temporary limited easements needed for the project). The DOT has also asked that we evaluate the site distances at the Green Tree Road/Union Pacific Railroad Crossing.
3. A DPW employee was involved in a vehicle accident last Friday after a motorist proceeded through a stop sign (after coming to a complete stop) at Calumet and Santa Monica and hit the truck the DPW employee was driving.
4. After the accident, staff (Police Chief and DPW Director) received emails from residents concerned about the number of accidents at the intersection (or close misses). Staff received a proposal from TADI to perform a traffic study to determine whether a four way stop at Calumet and Bradley Road (as they intersect Santa Monica) is warranted. TADI performed their traffic counts on Thursday and Friday.

5. Staff held the Beach Drive Public Information Meeting on Tuesday night. Seven residents attended in person and another five attended virtually. Information related to the PIM, including the slides, are available on the Village website. Some other highlights:
 - a. Michels is currently averaging about 25-30 truckloads of stone a day and, as of April 14, had placed approximately 1,900 tons of stone.
 - b. MJ Construction, the water main contractor, will be reaching out to residents on the north end in the next week to discuss lateral connections on their property. They want to do this to get a better sense of the lateral locations.
 - c. Staff continues to work with the Village Attorney and the attorney for a property owner regarding temporary construction easements.
6. DPW staff have been busy with the following:
 - a. Started activities at the pool to get it ready for the season.
 - b. Continued with tree planting activities as well as tree pruning.
 - c. Got the Indian Creek ball diamond ready – bases have been installed and a lockbox is at the diamond for the coaches to place the bases after their practices/games.
 - d. Staff continues with snowplow damage cleanups, forestry work, yard waste collections, and other regular activities.
7. Water utility staff:
 - a. Continued inputting data into the DNR lead lateral spreadsheet.
 - b. Scheduled work to replace the hydrant on Holly Court that was hit by a motorist.
 - c. Installed posts around the hydrant that was replaced at the Porticos.
 - d. Continued to coordinate with the DOT contractor regarding the manholes on Port Washington Road.
8. In the shop:
 - a. Worked on a scooter that had the exhaust go out on it.
 - b. Fixed the hub on Truck #25.
 - c. Working on the lawn mowers.
 - d. Removed the salters from the trucks.

POLICE DEPARTMENT

1. Staff met with the Office of Emergency Management to begin review of our hazard mitigation plan. This process is part of our regional emergency planning process.
2. Officers responded to assist a resident who was the victim of identity theft after an unknown person opened credit cards in their name and submitted a change of address notice with the USPS.
3. Officers responded to a theft at a business related to a fraudulent purchase on a credit card. The business mailed merchandise to a customer when the credit card was approved; however, the next day the card was rescinded and declined. This theft is open for further investigation.
4. Officers responded to a retail theft at CVS pharmacy after two subjects left the store with unpaid merchandise.

5. Officers conducted a traffic stop for a speeding violation that resulted in the arrest of the occupants of the car for possession of marijuana. The driver was also operating without a license or learner's permit.
6. Officers responded to a motor vehicle crash involving a village owned vehicle that resulted in damage and no injuries. The officers witnessed the crash while they were engaged in directed traffic enforcement activities.
7. Officers responded to a report of disorderly conduct at McDonald's that involved an employee making threats towards employees of Noodles related to a recent transaction between staff at both restaurants.
8. Officers responded to assist Glendale police with a retail theft at Pick N' Save. Officers provided assistance with the investigation and arrest.
9. Staff reviewed materials and completed first interviews for the administrative assistant position.