



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: June 23, 2023

Re: **Administrative Report for the Week Ending June 23, 2023**

ADMINISTRATION

1. Assistant Manager attended WCMA summer conference in Green Bay from June 21-23 and presented the annual awards during the business meeting on June 22.
2. Wisconsin Election Commission 2023 Four-Year Maintenance Postcard Training Webinar was attended by the Village Clerk.
3. Clerk's office preparation for the 2024 Election supply inventory and essentials began.
4. The Clerk's office applied for a Wisconsin Election 2023 Absentee Ballot Envelope Subgrant to offset the cost of the new absentee envelopes for 2024 elections.
5. Clerk's staff is reviewing the potential purchase quotes for Badger Books (Electronic Poll Books), after participating in an interactive demonstration of Badger Books while in Prairie du Chien.
6. Staff facilitated the Special Village Board meeting on Tuesday.

DEPARTMENT OF PUBLIC WORKS

1. Longtime DPW employee Steve Schulteis has announced he is retiring from service to the community effective June 30, 2023. Steve, who began as a DPW laborer in September 1986, has served in a variety of roles throughout his career – most recently as one of our main refuse collectors. Steve always has a smile on his face (and on his refuse scooter) and, if you see him over the course of the next week, please take a moment to thank him for his years of service.
2. DPW and Water Utility staff met with Hoffman Construction (the I-43 DOT contractor) and their subcontractor Vinton to discuss a water source for their concrete plant. We have requested a written description of their process and have asked that the Village be added as an additional insured to their insurance policies prior to providing them with water (as there would be a hook up to a hydrant and not a new service).
3. Staff completed the annual sanitary sewer CMAR report.
4. Staff completed the annual MMSD report that identifies stormwater and sanitary sewer projects done and planned for the future. They document this information as it relates to green infrastructure and any infiltration and inflow reduction efforts into the sanitary sewer system.

5. Staff has begun looking at the capital budget for 2024 and beyond. As mentioned at the Board meeting, there are some significant challenges ahead with Lake Drive, Bradley Road, Beach Drive (road and groins), other road and utility projects, stormwater and sanitary sewer improvements and equipment purchases.
6. Staff met with the Village Board in a special session to discuss matters related to the Beach Drive project.
7. DPW staff have been busy with the following:
 - a. Collecting rubbish and yard waste.
 - b. Mowing lawns, performing tree removals, patching potholes and watering areas due to the drought like conditions.
 - c. Performed shouldering activities from the 2022 projects.
 - d. Shot grade at Calumet east of the railroad tracks so that AT&T can repair the ditch as a result of their drivers damaging the area when they park.
8. Water utility staff:
 - a. Performed annual system maintenance.
 - b. Responded to Digger's Hotline tickets.
9. In the shop:
 - a. Addressed the brake light recall for Truck 4.
 - b. Repaired the lift ram which was leaking on Truck 5.
 - c. Ordered the scooters that were approved at the Village Board meeting.
 - d. Spoke with the vendor about the packer that was approved at the Village Board meeting and are working on securing the packer for when the Village performs recycling collections.

POLICE DEPARTMENT

1. Officers responded to Walgreens for a report of retail theft after two females took baby items without payment or permission. The investigation remains active and may be related to a similar incident the previous week.
2. Officers responded to assist Glendale police after a shooting was reported at Metro Market. Fox Point officers assisted on scene with suspect apprehension, perimeter control, and response inside the store. The investigation will be handled by Glendale police.
3. Officers responded to a report of a motor vehicle theft after an unknown person took a vehicle parked at a residence. The theft was captured on residential security cameras and officers continue to investigate the theft.
4. Officers took a report of theft after a resident noticed their wallet was missing for several days. The resident is unable to identify the location the wallet went missing and no fraudulent activity has occurred on the credit cards.
5. Officers assisted Whitefish Bay police with a traffic stop and arrest of the driver who was wanted by Milwaukee Police for Recklessly endangering Safety. The driver was originally located in Whitefish Bay and was subsequently stopped in Fox Point.
6. Officers responded to a report of Disorderly Conduct after a resident was confronted by a subject and implied a threat by displaying a firearm. The subject was subsequently arrested by officers.

7. Officers attended the Rock the Fox concert at Longacre Park and met with residents to discuss community concerns.
8. Officers conducted field interviews during the overnight hours after a subject was reported to be sleeping in their car. The subject was encountered multiple times over the course of the week. The subject was offered social services and declined.