



## 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:** July 21, 2023  
**Re:** **Administrative Report for the Week Ending July 21, 2023**

### ADMINISTRATION

1. Assistant Manager attended WCMA Region 7 meeting on Thursday.
2. Village Deputy Clerk Treasurer attended the UW-Green Bay Clerk Year One Clerks Virtual Institute, Monday through Friday this week.
3. Village Clerk Treasurer attended the WEC Voter Records training on Tuesday.
4. Board of Appeals agenda and packet were prepared, posted, and delivered for the meeting on Wednesday, July 26, 2023.
5. Village Clerk Treasurer recorded all the WEC mailed postcards from the “movers list” voters as per the return.
6. The Village Clerk’s office continued to purge voter records according to the election retention schedule.

### DEPARTMENT OF PUBLIC WORKS

1. DPW staff have been busy with the following:
  - a. Performing normal rubbish and yard waste collections.
  - b. Grass mowing and park maintenance.
  - c. Gravel shouldering on Village streets.
  - d. Working on requests of removals in the Forestry department.
  - e. Performing ditch projects in the Village.
2. Water utility staff:
  - a. Responded to a water main break on Nokomis Ct on Thursday July 13th.
  - b. Completed valve turning and are now concentrating on hydrant flushing.
3. In the shop:
  - a. Performing preventative maintenance on equipment.

### POLICE DEPARTMENT

1. Officers helped teachers distribute popsicles to students recognizing the end of the summer-school session at MapleDale School.

2. Officers responded to a report of a theft at a community based residential facility after a resident noticed personal property missing. The investigation remains open as the officer interviews staff.
3. Officers responded to a report of a retail theft at Walgreens after staff observed a known subject take laundry detergent and leave the store without payment. The officers' investigation ties the suspect to several other retail thefts. The officer will refer the case and suspect information to the district attorney for issuance of an arrest warrant.
4. Officers responded to a report of a theft at a community based residential facility after a resident noticed money missing from their room. The officer has interviewed other residents related to the matter and will be contacting the district attorney for a case review related to the theft from an adult at risk.
5. Officers responded to a parking complaint that resulted in the arrest of the vehicle occupant for possession of marijuana, drug paraphernalia, and operating a motor vehicle while impaired by the use of drugs.
6. Officers responded with North Shore Fire Rescue to a report of a 1-year-old experiencing an allergic reaction. The officer noticed physical signs of anaphylaxis and assisted the parents with the administration of an Epi-Pen. Care of the child was turned over to paramedics for further evaluation.
7. Officers provided assistance to a resident who provided personal identifying information and financial information to a subject identifying themselves as Microsoft support personnel. The resident was a victim of fraud, but has not sustained a financial loss. Information was provided to the resident to assist with protecting their identity information.
8. Officers conducted community engagement activities by attending the Fox Point Foundation Rock the Fox event, the Fox Point Farmers Market, and a softball game sponsored by the Friendship Circle.
9. Officers assisted Brown Deer police in an area search after subjects fled from a vehicle crash.

#### **NORTH SHORE FIRE DEPARTMENT**

1. All three shifts completed open water rescue refresher training at the Brown Deer Pond this week.
2. Candidates for Lieutenant positions participated in an Assessment Center. Candidates were evaluated by assessors from outside of the Department. Thank you to those assessors!