



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: September 15, 2023

Re: **Administrative Report for the Week Ending September 15, 2023**

ADMINISTRATION

1. Staff facilitated the Village Board meeting on September 12, 2023
2. Staff facilitated a PIM regarding the municipal pool on September 12, 2023.
3. Staff facilitated the Building Board meeting on September 13, 2023
4. Assistant Manager attended WCMA Board Meeting on September 13, 2023.
5. Manager, Assistant Manager, and Police Chief met with the Village's IT contractor for annual evaluation and 2024 budget estimates.
6. Assistant Manager attended a workers' compensation webinar presented by the Village's insurance carrier on Thursday.
7. Village Clerk's office set up for In-person Open Book which was held on Wednesday, September 13 in the Village Board room from 12:00 p.m. until 5:00 p.m.; Open Book will continue via phone conversations into next week. Please call Associated Appraisal Consultants directly to book a time to speak with them regarding your property assessment if concerns arise.
8. Village Manager chaired the North Shore Water Commission meeting on September 13, 2023

DEPARTMENT OF PUBLIC WORKS

1. Work along Beach Drive continues and includes the following:
 - a. The water main along the north section has been installed and passed the pressure tests and safe sample tests. It was connected to the existing water main on the north end this week. The contractor is evaluating dates on which to connect the water service laterals to the new main and, once they determine the dates, staff will assist in notifying the property owners on the north end.
 - b. The contractor is still working on installation of the water main along the south section. The bore pits have been excavated and they have been directionally drilling the area in order to pull back the water main pipe.
 - c. Staff met with Michels and MSA to discuss placement of retaining walls adjacent to the revetment. These walls will be installed in areas where the soil would be too thick over tree roots or where we need to have access to our sanitary sewer manholes.
 - d. Staff also met with Michels and MSA to discuss the planned landscape restoration along the shoreline. As noted in a much earlier admin report, there is a

perception that the revetment height is higher than anticipated relative to the elevation of the road along the southern section of Beach Drive. This is because the road dips a couple of feet north of Beach Court. Given the height of the revetment, we evaluated areas to place the perennials (expected to grow to a height of a few feet) so as to have the least visual impact as possible. Areas selected include locations where there is already screening (bushes, trees, etc.), at property lines, and around manholes. The original plan called for the perennials to be planted along the entire shoreline of the south section and the northern portion of the north section.

- e. Staff met with a riparian owner again last week regarding their proposed steps. They have yet to sign the agreement with the Village.
 - f. Staff worked with MJ to pothole the sanitary sewer force main on Beach Drive as the exact location was not identified in the as built plans from over 30 years ago. The potholing will allow us to determine the location and add it into our GIS database.
 - g. Staff also received a note from an engineer who is evaluating the grading and drainage on two of the vacant parcels on Beach Drive. We reached out to them to inform them that planned connections should occur in the next month prior to paving.
2. Staff participated in a conference call with Ruckert Mielke and the DNR regarding the proposed 100-year floodplain maps. Our analysis included the proposed changes to I-43 and Indian Creek (where they are building a bridge over the creek) and this resulted in a significant drop in the 100-year flood elevation along Indian Creek. However, the DNR noted that the proposed changes, in spite of the work planned to be completed in the next year and likely before the maps become effective, cannot be used in the analysis. So, we will modify the analysis per their comments then submit a Letter of Map Revision after the DOT completes the work on I-43.
 3. Staff submitted the recycling grant application to the DNR and renewed the solid waste transporter licenses with the DNR.
 4. Work on the tennis courts (Indian Creek) continues. More work needed to be done to them due to the subsurface conditions and we are expecting that the Indian Creek courts will be completed in about a week (a little longer than originally anticipated). After the Indian Creek courts are complete, Munson will begin work on the Longacre courts.
 5. DPW staff have been busy with the following:
 - a. Began crack filling activities on Village streets.
 - b. Responded to a tree limb that snapped out of a locust tree on Navajo. Also performed tree removals and pruning.
 - c. Performed road patches.
 - d. Coordinated pavilion rentals and block parties (delivering barricades).
 - e. Continued with mowing, garbage and yard waste collections and assisted with recycling collections.
 6. Water utility staff:
 - a. In addition to monitoring the work on Beach Drive and assisting with the pressure tests and safe sample tests, water utility and DPW staff repaired a water main leak on Santa Monica just south of Calumet. During the work, it was discovered

that a couple of valves were not operating properly and these will be scheduled for replacement in the near future.

7. In the shop:
 - a. Truck #20 is in for service.
 - b. Packer #13 has been returned from service work (expected to be warranty work).
 - c. The water utility van is back from service.
 - d. Performed preventative and equipment maintenance, and continued to work on the leaf equipment in preparation for the season.

POLICE DEPARTMENT

1. Officers responded to a theft report after a contactor was observed stealing prescription medication. The suspect was also noted as having committed the same crime in Glendale and Brookfield. The officer is working with the other agencies on the investigation and criminal charging.
2. Officers conducted a traffic stop for a speeding violation that resulted in the arrest of the driver for operating while intoxicated while armed. The officer also arrested the passenger for carrying a concealed weapon. The case was referred to the district attorney for charging.
3. Sergeant Arendt instructed an Advanced Roadside Impaired Driving (ARIDE) course with Whitefish Bay Sergeant Rossman at the police department. The training was attended by officers from the metropolitan area.
4. Officers responded to a report of theft after a resident discovered property had been taken from their unlocked car without permission. The resident reported a purse and a travel bag were taken from the car.
5. Officers responded to a report of theft after a resident reported their laptop bag was taken from the unlocked car. The bag contained a laptop and cash.
6. Officers engaged community members at several block parties to discuss current events and answer questions.
7. Officers met with a resident who reported a lost driver's license. The officers assisted the resident with the process to replace the license.
8. Officers responded to reports of suspicious activity after a subject was observed approaching homes and knocking on doors two days earlier. The resident provided photographs of the subject for future complaints.
9. Officers Gabrielse and Walker attended first line supervisor training hosted by the Department of Justice. The training is 40 hours over three weeks.

NORTH SHORE FIRE DEPARTMENT

1. Congratulations to newly promoted Lieutenants Matthew Napreilla, Josh Larson and newly promoted Heavy Equipment Operator Corey Carlin. The three individuals were promoted at the Fire Commission Meeting on Tuesday. The Commission also approved the completion of probationary periods for Battalion Chief Brian Wisniewski, Captain Jeremy Boehlke, Lieutenant Andrew Allen and Firefighters Daniel Santiago and Michael Simonis.

2. The Fire Board met on Tuesday and made the following recommendations to the seven member communities:
 - a. Include an Operating and Capital Budget for 2024 with a municipal increase of 2.75% in their respective budgets.
 - b. Adopt a 2024 Fee Schedule for the Department.
 - c. Adopt a resolution authorizing use of a tax levy exception for municipalities that participate in joint fire departments.
 - d. Approve an amendment to the North Shore Fire Services Agreement specifically for the purpose of procedural and administrative clean-up of the document.
3. The Department and neighbors to the north of Station 85 worked collectively to receive approval to install a fence between the two properties to create additional privacy for the neighbor to the fire station. Installation of the fence required approval of the Village of Bayside Architectural Review Committee and the Board of Zoning Appeals. The neighbor will be funding the installation of the fence.
4. Personnel will be attending in-service training with the Wauwatosa, West Allis and St. Francis Fire Departments for the remainder of the month at the Joint Fire Training Academy in Wauwatosa. Training includes refreshers on critical skills for the responders.