To: The Honorable Members of the Fox Point Village Board  
From: Scott A. Botcher, Village Manager  
Date: February 26, 2016  
Re: Administrative Report for the Week Ending February 26, 2016

ADMINISTRATION

1. Staff met with Chief and Attorney re: False Alarm Fees. 
2. Staff attended joint meeting (w Bayside and DNR) re: turkeys and coyotes. 
3. Staff met with software Vendor and scheduled software conversion. 
4. Staff installed wireless at Village Hall. (More information to come) 
5. Staff worked with GCS (tax collection software) to develop a more efficient way of uploading tax payments for future tax collections. 
6. Staff put together a training schedule for the Village’s new financial software. This training will occur periodically throughout the month of May. 
7. Municipal Board of Canvass met Monday, February 22, 2016, for outstanding/late arriving absentee and provisional ballots. 
8. MBOC results prepared for transportation to Milwaukee County on afternoon of February 22, 2016. 
9. Entered Spring Primary Election Provisional Recording as required in WisVote. 
10. Entering Spring Primary Election EDR’s as required in WisVote. 
12. Processed incoming new voter registrations and absentee ballot applications for the April 5, 2016, Spring Election and Presidential Preference Primary.
13. Staff attended Metro Milwaukee Clerks Association meeting on Wednesday, February 24, 2016, for updates for roundtable with GAB on WisVote software program.
14. Staff continued to work on assembling requested audit information.

DEPARTMENT OF PUBLIC WORKS

1. DPW staff is soliciting quotes to replace the door opening buttons at Village Hall and Longacre Pavilion.
2. DPW staff have been interviewing candidates for the open laborer position.
3. Water utility staff have researched historical files and identified the ages of water mains in the Village along with the locations of water main breaks.
4. With the snow having melted, DPW staff are receiving calls related to the snow plow damage from this past winter. Residents are reminded that the damaged lawns will be repaired in the spring.
5. DPW staff met with residents and our consultant regarding this year’s proposed private property lateral rehabilitation project. Staff also participated in a conference call with MMSD staff regarding the draft work plan.
6. DPW staff met with residents regarding their concerns related to a proposed development on a single family lot in the Greenvale/Spooner area.
7. DPW staff interviewed consultants who proposed on the update to the stormwater management plan.
8. Staff communicated with representatives of the DNR, Fund for Lake Michigan and MMSD regarding possible funding for improvements to the Goodrich Lane ravines, a project that has been contemplated in the CIP for over 10 years.
9. DPW staff and the Village Manager continued their discussions with representatives of the cell tower as staff is awaiting provision of required information before releasing the building permit.

POLICE DEPARTMENT

1. On February 20, 2016, a Fox Point officer responded to the 7500 block of North Navajo Road for a report of an entry to an auto. The officer subsequently responded to the 7600 block of North Fairchild Road for the same complaint. In total, five reports were taken for entry to unlocked autos.
The suspect rifled through the center console and glove compartments looking for valuables. In one instance, the suspect took a pair of sunglasses valued at $200 and another instance the suspect took money left in the vehicle.

**While Fox point is a safe community to live in and neighbors are working with the police to report suspicious activity, residents are reminded to remove valuables and lock their cars overnight.**

2. On February 21, 2016 at 7:45am, a Fox Point officer responded to assist North Shore Fire Department on a medical call. While treating the patient, paramedics discovered a package consistent with synthetic marijuana. The package was secured in police custody in the investigation remains open.

3. On February 22, 2016 at 6:58am, Fox Point officers responded to assist North Shore Fire Department on a possible drug overdose. Officers arrived and found an unconscious subject locked in a bathroom. Officers assisted in patient care before turning the scene over to paramedics.

4. On February 22, 2016 at 9:03pm, a Fox Point officer conducted a traffic stop for a license violation in the 7500 block of North Santa Monica Boulevard. During the course of the traffic stop the officer was advised that the driver had outstanding warrants with the Mequon Police Department. The driver was taken into custody and booked at the police station. The driver was subsequently released after posting bond on the warrant.

5. On February 19, 2016 Fox Point officers participated in training with North Shore Fire Department. The training was focused on interoperability at fire scenes and motor vehicle accidents. This cooperative training is intended to increase the quality of public safety in Fox Point.

6. On February 23, 2016 Sergeant Arendt responded to the Brown Deer Police Department to conduct an evaluation as a Drug Recognition Expert.

7. On February 20, 2016 at 11:44pm, Fox Point officers responded to the 8900 block of North Pelham Parkway to assist Bayside Police with a possible underage drinking party. No action was taken by Fox Point officers.

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**North Shore Health Department**

**Did You Know?**

February is American Heart Month, the perfect time to change up your lifestyle and improve heart health. According to the Centers Disease Control and Prevention, heart disease is the leading cause of death for men and women.
Though anyone can be at risk, African American men are affected more by heart disease than other races or ethnicities. This February during American Heart Month, Million Hearts is encouraging men to start a new heart-healthy behavior. You can help prevent heart disease and decrease your risk by making healthier choices and managing your health. Improve your heart health by following these simple tips:

- Manage your weight
- Quit smoking and stay away from secondhand smoke
- Control your cholesterol and blood pressure
- If you drink alcohol, drink only in moderation
- Use spices instead of salt to season your food
- Get active and eat healthy

For more tips and information visit: [http://www.cdc.gov/features/heartmonth/](http://www.cdc.gov/features/heartmonth/) and [http://www.heart.org](http://www.heart.org)

**Last week at the North Shore Health Department**

Staff attended training on the Wisconsin Electronic Disease Surveillance System (WEDSS). WEDSS is a secure, web-based system used by all healthcare providers and disease reporters to facilitate reporting, investigation, and surveillance of communicable diseases in Wisconsin. Disease surveillance is an essential public health service carried out by local health departments. Systems like WEDSS help the North Shore Health Department monitor and detect diseases in order to initiate preventative measures and keep our communities safe.

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We continue to offer flu immunizations during our regular All Immunization Clinic times. Please call the North Shore Health Department for an appointment at 414-371-2980.

** We continue to provide flu shots to home bound individuals, please call us at 414-371-2980 for appointments or questions.

**Upcoming Blood Pressure Screenings (No appointment required)**

Wednesday, February 24- 3:30pm-5:00pm - Shorewood