To: The Honorable Members of the Fox Point Village Board  
From: Scott A. Botcher, Village Manager  
Date: April 22, 2016  
Re: Administrative Report for the Week Ending April 22, 2016

ADMINISTRATION

1. Staff met with Treasury Management firm to discuss better utilization of liquid assets.  
2. Staff met with third party professional service providers.  
3. Staff researched specific conditional use permit.  
4. Village participated in the Wisconsin Municipality Benchmarking Coalition data collection. The WMBC encourages communities to track and share significant data that reflects each municipality’s performance. This data will be shared on the Village website once it is compiled.  
5. Staff began the installment process for the new financial software.  
6. Staff met with the Pool Manager to discuss the upcoming Pool Season and wrap up the 2016 Pool Bulletin.  
7. Staff continued to enter the 274 Election Day Registrations received from the April 5, 2016, Election.  
8. Staff commenced entering poll book votes, supplemental votes, and post supplemental votes into WisVote.  
9. Staff sent letters of thanks and direct deposit payroll information to 51 Election Inspectors.  
10. Notice for Board of Appeals Case 2016-01 was posted at posting locations, sent to Board of Appeals, Village Attorney and to interested parties within 500 feet of the appellant’s property.  
11. 2016 fall “Type A” Election Notice was posted at the three posting locations, in addition to the village website.
DEPARTMENT OF PUBLIC WORKS

1. The quote opening was held for the excavator on Tuesday and the quotes are being evaluated for compliance with the contract documents and specifications. It is expected that a recommendation will be made to the Village Board at the May meeting.

2. Village Hall roofing repairs have been completed. Bill met with the roofing contractor to obtain cost estimates for additional work to be done at Village Hall, the DPW garage and Longacre. These estimates will be used for long term capital planning.

3. Bill is also working with an HVAC contractor to diagnose a reoccurring problem with unit #1 in the repair shop. He also coordinated with Steiner Electric the installation of emergency lighting in the stairwell at Village Hall.

4. First aid and CPR training were completed last week.

5. DPW staff continue with yard waste collections (heavy), stump grinding, installation of new storm grates in the ravine along the hill on Beach Drive (from Lake down to the bottom of the hill – two were replaced), dye water testing of homes in Sanitary Sewer Basin #3 (related to our inflow and infiltration investigation of clear water entry into the sanitary sewer system), splitting firewood and hauling fill out of the yard.

6. Staff met with the contractor (Munson, Inc.) related to repairs to the Longacre tennis courts.

7. Meter replacement activities continue in the water utility – disconnect letters are also being sent to those who have yet to respond to the requests.

8. Hydrant flushing activities continue and two broken hydrants were discovered during this work. Water utility staff will repair the hydrants.

9. The Public Information Meeting for the Dean and Santa Monica project was held on Wednesday night and a few property owners were in attendance. We Energies continues with their gas work in the area and they are expected to be done in a couple of weeks at which time our work will commence.

10. Work continues on the application for grant funding through the Fund for Lake Michigan which is due next week. Letters of support are being solicited from property owners, MMSD and DNR.

11. Preparation activities continue, including correspondence with property owners, regarding this year’s private property lateral rehab project.
12. The recycling report is due in a week and I have been working with Mary to obtain the necessary information.

POLICE DEPARTMENT

1. On April 16, 2016 at 11:07am, Fox Point officer was patrolling the Riverpoint Shopping Center and observed a handicapped parking violation. While completing his paperwork, the officer met with the driver of the vehicle and determined the driver had an outstanding arrest warrant form Hartford Police. The driver was cited for the violation and arrested for the warrant. The driver was able to satisfy the warrant for Hartford and was subsequently released.

2. On April 16, 2016 at 6:10pm, an officer responded to the 300 block of East Spooner Road for a report of theft. The officer met with the resident who advised that prescription narcotics were taken from their home without permission. The resident had one person in their home during the time of the loss and the officer attempted contact with this individual. The investigation remains open.

3. On April 18, 2016 at 1:58pm, officers responded to Best Buy for a report of retail theft. The subject continued to conceal merchandise as the officers entered the store and was subsequently arrested for retail theft. Citations were issued for municipal court.

4. On April 20, 2016 at 4:29pm, an officer conducted a traffic stop in the 7600 block of North Santa Monica Boulevard after a registration check showed an outstanding warrant. The warrant was confirmed with the City of Glendale and the driver was subsequently arrested. The driver was able to satisfy the warrant and was subsequently released.

5. On April 20, 2016 at 11:36pm, Fox Point officers were requested to assist Bayside police with a vehicle pursuit. The vehicle almost struck a squad on patrol and when the officer activated the lights and siren the vehicle fled. Fox Point officers deployed Stop-Sticks and deflated the tires on the fleeing vehicle. The driver was taken into custody in the area of Port Washington Road and Bender Road by Bayside Police.

6. During the week, officers assisted the North Shore Fire Department with active shooter training. The fire department and police department are training for a joint deployment at critical incidents.
**North Shore Health Department**

**Did You Know?**

April 16-23 is National Infant Immunization Week (NIIW). NIIW is an annual observance to highlight the importance of protecting infants from vaccine-preventable diseases and celebrate the achievements of immunization programs. Immunizations have made great achievement and a positive impact on the lives of infants and children. Some of the milestones reached include:

- Through immunization, we can now protect infants and children from 14 vaccine-preventable diseases before age two.
- Vaccines have drastically reduced infant death and disability caused by preventable diseases in the United States.
- In the 1950's, nearly every child developed measles, and unfortunately, some even died from this serious disease. Today, many practicing physicians have never seen a case of measles.
- Routine childhood immunization in one birth cohort prevents about 20 million cases of disease and about 42,000 deaths. It also saves about $13.5 billion in direct costs.
- The National Immunization Survey has consistently shown that childhood immunization rates for vaccines routinely recommended for children remain at or near record levels.

The North Shore Health Department prevents vaccine preventable diseases through our Immunization Program. Immunizations are provided to uninsured, underinsured and in some limited cases for some vaccines, private payers. Additionally, the health department provides education and outreach to residents, healthcare providers, school nurses, media, and others on the epidemiology of vaccine-preventable diseases and current vaccine recommendations. In 2015, the NSHD offered 60 immunization clinics and 13 flu clinics.

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

North Shore Health Department leaders participated in a Regional Ebola Virus Table Top Exercise with partners from around this region. These included all health departments in southeast Wisconsin, the Milwaukee Fire Department,
Froedtert Hospital, Children’s Hospital of Wisconsin, the Wisconsin Department of Health Services, and the Region 7 Healthcare Emergency Readiness Coalition, and many others. The purpose of the exercise was to evaluate current response concepts, plans and capabilities in response to a possible outbreak of a viral disease like Ebola or other diseases with high mortality.

The Health Director/Officer presented to the North Shore Fire/Rescue Board of Directors key accomplishments from 2015 and objectives for 2016 in anticipation of the release of the Health Department’s 2015 Annual Report.

North Shore Health Department nurses attended the car seat event put on by Safe Kids at Bell Ambulance. These nurses, who are also Certified Child Passenger Safety Technicians, helped families install car seats and made sure children were riding safely.

Health Department staff continues to work with REDgen to promote balance and resiliency in the lives of our youth and families. REDgen is non-profit coalition with community members such as school leaders, faith community leaders and health care providers. Their goal is to develop a new generation of resilient young people with a healthy understanding of what success means.

The Nurse Supervisor participated in the Respite Care Association of Wisconsin Board of Directors meeting. RCAW is a non-profit statewide organization that promotes availability of respite care across the lifespan.

**Car Seat Recycle Day**

Saturday, April 23rd, 2016: 10:00am-12:00pm

If your car seat is old, damaged, not usable, was involved in a car crash or bought at a thrift store, it could be putting children at risk for injury. Help get these car seats out of use by bringing it to the car seat recycle day at the

North Shore Fire Rescue Station 81

4401 W. River Lane, Brown Deer, WI

**Upcoming Immunization Clinics (appointment required)** - Please call the North Shore Health Department for an appointment at 414-371-2980.

Wednesday, April 20th – 3:30-4:30pm- Brown Deer
Tuesday, April 26th - 4:00pm to 5:00pm - North Shore Library

**Upcoming Adult Health Clinics (appointment required)** - Please call the North Shore Health Department for an appointment at 414-371-2980.

Wednesday, April 20th—8:00am-10:00am-Brown Deer
Tuesday, April 26th—8:00am-10:00am-Shorewood

**Upcoming Blood Pressure Screenings (walk-ins welcome – no appointment necessary)**

Tuesday, April 26th - 3:30pm-4:00pm- North Shore Library

Wednesday, April 27th—3:30pm-5:00pm-Shorewood