Village of Bayside
9075 N Regent Road
Board of Trustees Meeting
July 18, 2024
Village Board Room, 6:00pm

MEETING AGENDA

PLEASE TAKE NOTICE that a meeting of the Bayside Village Board will be held at the Village Hall of the Village of Bayside, 9075 N. Regent Road, Bayside, Wisconsin in addition to virtually. Public can access this meeting of the Village Board by phone or by computer. The phone number is: **+1 312 626 6799.** The Zoom Meeting code is: **840 8324 3257** and the Passcode is: **516906** Persons desiring to speak in the remote format during Agenda Item III, Citizens, and Delegations, should register twenty-four hours in advance by calling (414) 206-3915. The following items of business will be discussed and possibly acted upon:

I. CALL TO ORDER AND ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. CITIZENS AND DELEGATIONS

Open to any citizen who wishes to speak. Please note there may be limited discussion on the information received, however, no action will be taken. Please state your name and address for the record.

IV. PUBLIC HEARING

A. In the Matter of 2025 Community Development Block Grant Funds – Proposed 2025 Village of Bayside Project: LX Club

V. CONSENT AGENDA

Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration.

Approval of:

A. Board of Trustees meeting minutes for June 27, 2024.
B. June 2024 Financial Statement.
C. Summary of Disbursements for June 6, 2024, through July 3, 2024, in the amount of $839,699.06.
D. Resolution 24-14, A Resolution to amend the 2024 Annual Program Budget.
E. Police Department Standard Operating Procedures Chapter 4
F. Submittal of the 2025 Community Development Block Grant application.
G. Resolution for Inclusion Under the Income Continuation Insurance Plan.
H. State of Wisconsin Accident Plan.
I. Liquid deicing equipment proposal.

VI. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Public Safety Committee

a. Discussion/action on June 2024 Communications Center Report.
b. Discussion/action on June 2024 Police Department Report.

2. Public Works Committee

a. Discussion/action on June 2024 Department of Public Works Report.
b. Update on 2024 Capital Projects.

3. **Finance & Administration Committee**

a. Discussion/action on June 2024 Administrative Services Report.

VII. VILLAGE PRESIDENT'S REPORT

VIII. VILLAGE MANAGER'S REPORT

IX. VILLAGE ATTORNEY'S REPORT

X. ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. Contact Village Hall at 414-206-3915. It is possible that members of and possibly a quorum of members of other Boards, Commissions, or Committees of the Village may be in attendance in the above stated meeting to gather information; no action will be taken by any other Boards, Commissions, or Committees of the Village except by the Board, Commission, or Committee noticed above. Agendas and minutes are available on the Village website (www.baysidewi.gov)

Village of Bayside
9075 N Regent Road
Board of Trustees Meeting
July 18, 2024
Village Board Room, 6:00pm

MEETING AGENDA SUPPLEMENTAL NOTES

I. CALL TO ORDER AND ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. CITIZENS AND DELEGATIONS

Open to any citizen who wishes to speak. Please note there may be limited discussion on the information received, however, no action will be taken. Please state your name and address for the record.

IV. PUBLIC HEARING

A. In the Matter of 2025 Community Development Block Grant Funds – Proposed 2025 Village of Bayside Project: LX Club

This public hearing is being held in the matter of allocating the Village of Bayside share of Milwaukee County HUD Community Development Block Grant funds for the Village costs associated with the LX Senior Center Club, a joint venture with the Village of Fox Point. The grant request is $6,238 and is applied for and received annually.

V. CONSENT AGENDA

Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration.

Approval of:

A. Board of Trustees meeting minutes for June 27, 2024.

Approval is recommended.

B. June 2024 Financial Statement.

Approval is recommended.

C. Summary of Disbursements for June 6, 2024, through July 3, 2024, in the amount of $839,699.06.

Approval is recommended.

D. Resolution 24-14, A Resolution to amend the 2024 Annual Program Budget.

The proposed budget amendment reflects increases in revenue and expenditures for community events and engineering services as well as reallocation of monies to Police Department overtime from wages, because of vacancies within the Department. **Approval is recommended**.

E. Police Department Standard Operating Procedures Chapter 4

The Police Department continues its review of departmental operating policies and procedures. **Approval is recommended.**

F. Submittal of the 2025 Community Development Block Grant application.

This matter is related to the public hearing allocating the Village of Bayside share of Milwaukee County HUD Community Development Block Grant funds for the Village costs associated with the LX Senior Center Club, a joint venture with the Village of Fox Point. The grant request is $6,238 and is applied for and received annually. **Approval is recommended.**

G. Resolution for Inclusion Under the Income Continuation Insurance Plan.

This resolution for inclusion allows the Village to participate in the State of Wisconsin Employee Trust Funds Income Continuation Disability Insurance Plan. The State of Wisconsin ETF continues to offer the program through a premium holiday. There is no cost to the Village. **Approval is recommended.**

H. State of Wisconsin Accident Plan.

The State of Wisconsin offers a voluntary Employee Accident Insurance Plan, an insurance plan offered at employee expense should an employee be in an accident. There is no cost to the Village for participation in the program. **Approval is recommended.**

I. Liquid deicing equipment proposal.

Included in the packet is a proposal for equipment and materials to allow the DPW to implement liquid brine road treatment for winter storm events. The Village currently can disburse brine on a limited basis. The materials are approximately $11,000 below budget. Additional costs will be incurred for utility costs associated with installation. The project is on schedule and on budget. **Approval is recommended.**

VI. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Public Safety Committee

a. Discussion/action on June 2024 Communications Center Report.

Approval is recommended.

b. Discussion/action on June 2024 Police Department Report.

Approval is recommended.

2. Public Works Committee

a. Discussion/action on June 2024 Department of Public Works Report.

Approval is recommended.

b. Update on 2024 Capital Projects.

- *2024 Road Project*

The 2024 Road Project area includes North Regent Road from the south termini at the Village of Fox Point to Fairy Chasm Road, North Tennyson Drive from East Fairy Chasm Road to East Bay Point Road, and East Bay Point Road from North Tennyson Drive to the east termini.

The Village is currently addressing stormwater infrastructure, ditches, and culverts, including replacing driveway culverts and Village cross culverts. After culvert replacements and ditching are completed, the project area and streets will be milled, graded, and repaved. The project is anticipated to be completed prior to Labor Day.

- *East Side Sanitary Sewer Relief Project*

In the summer of 2023, the East Bayside Sanitary Sewer Relief Project was completed, consisting of the development of a new sanitary sewer relief system for the area bounded by East Bay Point Road to the north, North Bayside Drive to the east, East Hermitage Road to the south, and North Lake Drive to the west.

Temporary street resurfacing was completed in 2023 to allow for settling. Final repaving of the effected roads, North Lake Drive from East Manor Circle to East Fairy Chasm and East Fairy Chasm Road from North Lake Drive to North Tennyson Drive is being combined with the 2024 road project to avoid damages. The project will be completed by the end of August, weather and contractor dependent.

- *MMSD Private Property Infiltration & Inflow Reduction Program*

The Milwaukee Metropolitan Sewerage District PPII Reduction project is a program to allow MMSD to rehabilitate the area near the Bay Point lift station and other properties identified in the Village, funded through grant monies. MMSD will engineer, project manage, and rehabilitate the identified property's laterals. This project will help reduce the chance of basement backups for the entire neighborhood as well as assist with reducing flows contributing to the Bayside East Side Sanitary Sewer Relief.

Through investigative work, MMSD has identified 11 properties that qualify for rehabilitation. These properties will undergo work that includes lateral rehabilitations, installation of sump pumps, abandonment of palmer valves, disconnection of downspouts, and grouting of laterals. Project bids have been approved by MMSD. The work is anticipated to begin in fall.

- *Advanced Warning Crosswalk System Replacement*

The Village will be replacing Advanced Warning Crosswalk Systems at two intersections: Brown Deer Road and Regent Road, and Brown Deer Road and Pelham Parkway. The purpose of the project is to prioritize and enhance pedestrian safety and road crossing experiences. These advanced systems will replace outdated crosswalk infrastructure while introducing additional early warning signs. With heightened visibility and proactive signs, our new crosswalks will aid in safer road crossings, safeguarding pedestrians, and motorists alike.

The Village applied for and received a competitive grant that will aid in funding the project costs. The Village recently received state approval for the procurement of the crosswalk systems. The estimated installation and completion of this project is the middle of August.

3. Finance & Administration Committee

a. Discussion/action on June 2024 Administrative Services Report.

Approval is recommended.

VII. VILLAGE PRESIDENT'S REPORT

VIII. VILLAGE MANAGER'S REPORT

IX. VILLAGE ATTORNEY'S REPORT

X. ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. Contact Village Hall at 414-206-3915. It is possible that members of and possibly a quorum of members of other Boards, Commissions, or Committees of the Village may be in attendance in the above stated meeting to gather information; no action will be taken by any other Boards, Commissions, or Committees of the Village except by the Board, Commission, or Committee noticed above. Agendas and minutes are available on the Village website (www.baysidewi.gov)

STATE OF WISCONSIN - VILLAGE OF BAYSIDE - MILWAUKEE & OZAUKEE COUNTY

NOTICE OF PUBLIC HEARING

In the Matter of 2025 Community Development Block Grant Funds - Proposed 2024 Village of Bayside Projects

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PLEASE TAKE NOTICE that a public hearing will be held before the Village Board of Trustees of the Village of Bayside on July 18, 2024 at the Village Hall. The purpose of the public hearing is to solicit public comment on the proposed 2025 Village of Bayside Community Development Block Grant projects.

Possible projects include: LX Club Senior Center

PLEASE TAKE FURTHER NOTICE that at such time and place, all interested parties may appear by attorney or agent, and be heard on this matter.

DATED this July 2, 2024

Rachel Safstrom
Director of Administrative Services

Village of Bayside
9075 N Regent Road
Board of Trustees Meeting
June 27, 2024
Village Board Room, 6:00pm

BOARD OF TRUSTEES
Meeting Minutes

I. CALL TO ORDER AND ROLL CALL

Chairperson Barth called the meeting to order at 6:00 PM

ROLL CALL

President: Eido Walny – Excused
Trustees: Mike Barth
Elizabeth Levins
Kelly Marrazza
Ben Minkin
Bob Rudman
Margaret Zitzer

Also Present: Village Manager Andy Pederson
Administrative Services Director Rachel Safstrom
Village Attorney Chris Jaekels
Police Chief Tom Liebenthal
Police Lieutenant Robert Salazar
Police Officer Jeremy Franke
Communications Center Director Liane Scharnott
Operations Superintendent Shane Albers
Deputy Clerk/Treasurer Nicole Maurer
19 members of public

II. PLEDGE OF ALLEGIANCE

III. CITIZENS AND DELEGATIONS

Gerry Feldman, 133 E Glencoe Place (see attached)

Lori Kindred, 9019 N Santa Monica Boulevard

Marie Rossetto, 111 W Krause Place

IV. CONSENT AGENDA

Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration.

Approval of:

A. Board of Trustees meeting minutes for May 16, 2024.
B. May 2024 Financial Statement.
C. Summary of Disbursements for May 10, 2024, through June 5, 2024, in the amount of
D. May 2024 Community Impact Report.
E. 2024 Community Development Block Grant Award in the amount of $5,998.
F. Application for Class "A" Fermented Malt Beverage and "Class A" Intoxicating Liquor requests from Sendiks Bayside, LLC., 340 W Brown Deer Road and Otto's Bayside Wine and Spirits, 8850 N Port Washington Road.
G. Application for Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor requests from Natural Events Inc., 1111 E Brown Deer Road and Ginza II Fox Point, Inc., 333 W Brown Deer Road, Suite O.
H. 2024 Wisconsin Department of Natural Resources Recycling Grant in the amount of $25,754.32.
I. Engagement Letter with Baker Tilly US, LLP.
J. Resolution 24-11, A Resolution to amend the 2024 Annual Program Budget.
K. Appointment of Amy McWilliam to the Board of Zoning Appeals (2nd Alternate) and Public Safety Committee (1st Alternate).
L. 2022 Government Finance Officers Association Award for Outstanding Achievement in Popular Annual Financial Reporting.
M. 2022 Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting.
N. 2024 Government Finance Officers Association Distinguished Budget Presentation Award.
O. Resolution 24-12, A Resolution regarding the Wisconsin Department of Natural Resources NR 208, 2024 Compliance Maintenance Annual Report.
P. Ordinance 24-756, An Ordinance to Create Section 47-41 in Regard to One-Way Streets.
Q. Resolution 24-13, A Resolution Amending Resolution 24-07 revising the fee schedule as referenced by the Village of Bayside Municipal Code.
R. Police Department Standard Operating Procedures Chapters 1-3.
S. Discussion/action on May 2024 Communications Center Report.
T. Discussion/action on May 2024 Police Department Report.
U. Discussion/action on May 2024 Department of Public Works Report.
V. Discussion/action on May 2024 Administrative Services Report.

Motion by Trustee Zitzer, seconded by Trustee Minkin, to approve: Board of Trustees meeting minutes for May 16, 2024; May 2024 Financial Statement; Summary of Disbursements for May 10, 2024, through June 5, 2024, in the amount of $606,694.92; May 2024 Community Impact Report; 2024 Community Development Block Grant Award in the amount of $5,998; Application for Class "A" Fermented Malt Beverage and "Class A" Intoxicating Liquor requests from Sendiks Bayside, LLC., 340 W Brown Deer Road and Otto's Bayside Wine and Spirits, 8850 N Port Washington Road; Application for Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor requests from Natural Events Inc., 1111 E Brown Deer Road and Ginza II Fox Point, Inc., 333 W Brown Deer Road, Suite O; 2024 Wisconsin Department of Natural Resources Recycling Grant in the amount of $25,754.32; Engagement Letter with Baker Tilly US, LLP; Resolution 24-11, A Resolution to amend the 2024 Annual Program Budget; Appointment of Amy McWilliam to the Board of Zoning Appeals (2nd Alternate) and Public Safety Committee (1st Alternate);

2022 Government Finance Officers Association Award for Outstanding Achievement in Popular Annual Financial Reporting; 2022 Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting; 2024 Government Finance Officers Association Distinguished Budget Presentation Award; Resolution 24-12, A Resolution regarding the Wisconsin Department of Natural Resources NR 208, 2024 Compliance Maintenance Annual Report; Ordinance 24-756, An Ordinance to Create Section 47-41 in Regard to One-Way Streets; Resolution 24-13, A Resolution Amending Resolution 24-07 revising the fee schedule as referenced by the Village of Bayside Municipal Code; Police Department Standard Operating Procedures Chapters 1-3; Discussion/action on May 2024 Communications Center Report; Discussion/action on May 2024 Police Department Report; Discussion/action on May 2024 Department of Public Works Report; and Discussion/action on May 2024 Administrative Services Report. Motion carried unanimously.

V. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Public Safety Committee

a. Ceremonial Oath of Office and Swearing In of Police Lieutenant Robert Salazar and Police Officer Jeremy Franke.

Chief Liebenthal introduced Police Lieutenant Robert Salazar and Police Officer Jeremy Franke. Lieutenant Robert Salazar has prior experience with the Algonquin Police Department. Officer Franke has prior experience with the Milwaukee County Sheriff's Office. Both Lieutenant Salazar and Officer Franke started with the Bayside Police Department on June 10, 2024.

Deputy Clerk/Treasurer Maurer administered the ceremonial oaths of office.

2. Public Works Committee

a. Update on 2024 Capital Projects.

Operations Superintendent Albers provided a brief update on the 2024 Capital Projects. The North Port Washington Road landscaping project was completed in June.

Milling for the 2024 Road Project is scheduled to begin at the end of July. Paving is expected to begin in early August. The annual stormwater and culvert project, paired with the 2024 Road Project, is expected to be completed on time and under budget.

Temporary street resurfacing for the East Side Sanitary Sewer Relief Project was completed in 2023 to allow for settling. Final repaving will be completed in conjunction with the 2024 Road Project.

Project bids for the MMSD Private Property Infiltration & Inflow Reduction Program will be presented before the MMSD Commission in July. Work is anticipated to begin in fall.

The replacement of the Advanced Warning Crosswalk Systems at the intersection of Brown Deer Road and Regent Road as well as Brown Deer Road and Pelham Parkway is scheduled to begin in August.

3. Finance & Administration Committee

a. Discussion/action on Ordinance 24-757, An Ordinance to Reserve

ARTICLE V Sections 26-109 through 26-119, to Establish ARTICLE VI Sections 26-120 and 121, and to amend Section 125-101 of the Municipal Code with Regard to Tourist Rooming Houses.

Village Manager Pederson provided a brief overview of Ordinance 24-757, An Ordinance to Reserve ARTICLE V Sections 26-109 through 26-119, to Establish ARTICLE VI Sections 26-120 and 121, and to amend Section 125-101 of the Municipal Code with Regard to Tourist Rooming Houses. Tourist rooming houses are currently prohibited home occupations. However, municipalities cannot prohibit short-term rentals for defined periods of time per state statute. The proposed ordinance puts the Village in compliance with state statute.

Motion by Trustee Zitzer, seconded by Trustee Rudman, to approve Ordinance 24-757, An Ordinance to Reserve ARTICLE V Sections 26-109 through 26-119, to Establish ARTICLE VI Sections 26-120 and 121, and to amend Section 125-101 of the Municipal Code with Regard to Tourist Rooming Houses. Motion carried unanimously.

II. VILLAGE PRESIDENT'S REPORT

No report.

III. VILLAGE MANAGER'S REPORT

No report.

IV. VILLAGE ATTORNEY'S REPORT

No report.

V. MOTION TO ADJOURN TO CLOSED SESSION

Motion by Trustee Levins, seconded by Trustee Zitzer, to convene to closed session pursuant to Section 19.85 (1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Notice of Claim: Parcel No. 020-9980-0007.) Motion carried unanimously.

A closed session of approximately 31 minutes was held in which the Village Board discussed the Notice of Claim regarding Parcel No. 020-9980-0007.

VI. MOTION TO RECONVENE IN OPEN SESSION Pursuant to Section 19.85 (2)

Motion by Trustee Minkin, seconded by Trustee Zitzer, to reconvene to open session and regular order of business. Motion carried unanimously.

A. Action on items in closed session.

Motion by Trustee Minkin, seconded by Trustee Levins, to authorize the Village Manager to retain special counsel regarding the Notice of Claim for Parcel No. 020-9980-0007. Motion carried unanimously.

VII. ADJOURNMENT

Motion by Trustee Zitzer, seconded by Trustee Levins, to adjourn the meeting at 7:06 PM.

My Fellow Citizens of Bayside,

I'm Gerry Feldman of 133 E Glencoe Place, and I'm here out of concern for our community and our many neighbors who feel unheard by our community's leaders.

88 years ago tonight, President Roosevelt stood before the nation, accepting the Democratic nomination for president. He spoke of a crossroads, a society grappling with the tyranny of economic autocracy, where a select few aimed to rule without the people's consent. Sound familiar? Today, we face a similar battle, not against distant tycoons, but against opaque dealings that threaten the North Shore Library and the financial well-being of the communities it serves, including our own.

As of the latest publicly available information, a $288,000 annual lease looms over us, set to begin in only two months, with a staggering $2 million funding gap yet to be bridged. The Board of Trustees' silence on this matter is inexcusable. We deserve transparency and action.

Questions abound, unanswered by those elected to serve us. What has become of the lease signed last year? When does the $26,000 monthly rent commence, and have Bayside, Glendale, Fox Point, and River Hills approved this financial burden? The public records suggest $2 million remains to be raised, but how much has truly been pledged, and how much resides in the bank? Does this include the $820,000 held by the Library Foundation? And crucially, how much more is needed to break ground on construction? We see the apartment building being built, but the first floor retail space that our leaders claim will become a library has yet to begin construction, which was supposed to begin more than six months ago.

The OneNorth project stands as a testament to the misuse of TIF laws and the shadowy agreements favoring developers over taxpayers. A $4.143 million assessment reduction, locked in for 22 years, has shifted the tax burden onto us, stripping away over $194,000 that could have supported our public institutions.

These figures represent real losses, not just hypothetical scenarios. No matter what the developers build, their assessments stay frozen for 22 years, while we shoulder some $2.2 million in lost revenue -- a dire consequence that could have been avoided if our village president had listened to our concerns instead of refusing to zoom the public hearings at the time, and threatening dissenters like myself with arrest.

Instead, we are in such a bad position that our elected leaders haven't said a word about fundraising in over fourteen months. If there were something good to report, they would have shared it by now. Instead, they sit here in silent shame, hoping no one notices.

Let us not forget that Roosevelt's 'rendezvous with destiny' was not just a call to overcome the challenges of his time, but a timeless summons to every generation to safeguard the liberties and opportunities that define us as a people. It is a call that resonates with as much urgency today as it did 88 years ago.

Thank you for your attention, and may we move forward together with the courage and conviction that our situation demands.

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 10 GENERAL FUND						
Account Category: Revenues						
TAXES						
10-00000-41100	PROPERTY TAXES	3,335,297.00	2,770,138.39	226,538.94	565,158.61	83.06
10-00000-41300	INTEREST ON DELINQUENT TAXES	14,000.00	14,950.01	4,699.18	(950.01)	106.79
10-00000-41500	PAYMENT IN LIEU OF TAXES	48,975.00	49,271.72	34,079.34	(296.72)	100.61
TAXES		3,398,272.00	2,834,360.12	265,317.46	563,911.88	83.41
INTERGOVERNMENTAL						
10-00000-43210	COMMUNITY DEVELOPMENT BLOCK GR	5,598.00	1,000.00	0.00	4,598.00	17.86
10-00000-43225	PUBLIC SAFETY COMMUNICATION AD	106,006.00	106,006.00	0.00	0.00	100.00
10-00000-43235	NORTH SHORE LIBRARY REVENUE	20,052.00	20,052.00	0.00	0.00	100.00
10-00000-43240	TID ADMINISTRATION	15,000.00	15,000.00	0.00	0.00	100.00
10-00000-43410	STATE SHARED REVENUES	165,124.00	0.00	0.00	165,124.00	0.00
10-00000-43415	VIDEO SERVICE PROVIDER AID	14,470.00	0.00	0.00	14,470.00	0.00
10-00000-43510	RECYCLING GRANT	25,717.00	25,754.32	0.00	(37.32)	100.15
10-00000-43523	PUBLIC SAFETY GRANT	17,062.00	7,546.49	1,580.48	9,515.51	44.23
10-00000-43530	EXEMPT COMPUTER AID	15,160.00	0.00	0.00	15,160.00	0.00
10-00000-43535	PERSONAL PROPERTY AID	1,738.00	1,737.78	0.00	0.22	99.99
10-00000-43540	STATE TRANSPORTATION AIDS	342,564.00	171,307.38	0.00	171,256.62	50.01
10-00000-43545	ST 32 HIGHWAY AIDS	20,701.00	12,118.70	0.00	8,582.30	58.54
10-00000-43555	INTERGOVERNMENTAL GRANT	5,600.00	4,124.12	0.00	1,475.88	73.65
10-00000-43600	EXPENDITURE RESTRAINT	52,093.00	0.00	0.00	52,093.00	0.00
10-00000-48215	INTERGOVERNMENTAL REVENUE	27,450.00	0.00	0.00	27,450.00	0.00
INTERGOVERNMENTAL		834,335.00	364,646.79	1,580.48	469,688.21	43.71
LICENSES & PERMITS						
10-00000-44100	OPERATORS LICENSE	1,500.00	990.00	440.00	510.00	66.00
10-00000-44120	LIQUOR LICENSE	3,000.00	2,510.00	0.00	490.00	83.67
10-00000-44140	CIGARETTE LICENSE	300.00	300.00	0.00	0.00	100.00
10-00000-44220	ANIMAL LICENSES	1,400.00	896.76	0.00	503.24	64.05
10-00000-44300	CABLE FRANCHISE FEES	56,000.00	12,603.52	0.00	43,396.48	22.51
10-00000-44415	ARC APPLICATION FEES	4,000.00	2,875.00	375.00	1,125.00	71.88
10-00000-44420	OCCUPANCY PERMITS	1,800.00	1,075.00	300.00	725.00	59.72
10-00000-44435	TRANSIENT MERCHANT PERMIT	500.00	0.00	0.00	500.00	0.00
10-00000-44460	BUILDING PERMITS	95,000.00	84,703.09	15,696.73	10,296.91	89.16
10-00000-44480	VACANT PROPERTY FEE	500.00	0.00	0.00	500.00	0.00
10-00000-44495	EXCAVATION/RIGHT OF WAY/PRIVLE	10,000.00	13,700.00	3,150.00	(3,700.00)	137.00
10-00000-44530	RUMMAGE SALE PERMITS	150.00	205.00	95.00	(55.00)	136.67
10-00000-44535	DUMPSTER PERMITS	4,000.00	2,480.00	260.00	1,520.00	62.00
10-00000-44540	SIGN PERMITS	500.00	1,640.00	720.00	(1,140.00)	328.00
10-00000-44550	CONDITIONAL USE APPLICATION	600.00	0.00	0.00	600.00	0.00
10-00000-44555	BOARD OF ZONING APPEALS FEES	500.00	2,000.00	500.00	(1,500.00)	400.00
10-00000-44570	SPECIAL EVENT PERMITS	50.00	0.00	0.00	50.00	0.00
LICENSES & PERMITS		179,800.00	125,978.37	21,536.73	53,821.63	70.07
FINES & FORFEITURES						
10-00000-45100	FINES & FORFEITURES-NSMC	37,500.00	15,872.97	0.00	21,627.03	42.33
10-00000-45105	FINES & FORFEITURES-BAYSIDE SD	3,360.00	2,466.06	116.89	893.94	73.39
10-00000-45125	NOTARY/FINGER	50.00	125.00	0.00	(75.00)	250.00
FINES & FORFEITURES		40,910.00	18,464.03	116.89	22,445.97	45.13

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 10 GENERAL FUND						
Account Category: Revenues						
PUBLIC CHARGES FOR SERVIC						
10-00000-46110	PROPERTY STATUS REVENUE	2,500.00	900.00	75.00	1,600.00	36.00
10-00000-46120	PUBLICATION FEES	200.00	200.00	0.00	0.00	100.00
10-00000-46125	PROFESSIONAL SERVICE INVOICING	10,000.00	9,752.45	868.50	247.55	97.52
10-00000-46130	DATA SALES	200.00	25.00	0.00	175.00	12.50
10-00000-46310	SPECIAL PICKUPS	8,500.00	5,818.30	1,280.00	2,681.70	68.45
10-00000-46315	MULCH DELIVERIES	6,000.00	5,730.00	2,245.00	270.00	95.50
10-00000-46330	WELL PERMIT/ABANDONMENT FEES	675.00	450.00	0.00	225.00	66.67
10-00000-46400	EQUIPMENT RENTAL- SEWER FUND	21,200.00	21,200.00	0.00	0.00	100.00
10-00000-46415	EQUIPMENT RENTAL- STORMWATER F	21,200.00	21,200.00	0.00	0.00	100.00
10-00000-46710	PARK FACILITY RENTAL & PROGRAM	1,200.00	4,768.74	501.00	(3,568.74)	397.40
10-00000-46715	PUBLIC WORKS SERVICE REVENUE	19,100.00	9,802.11	1,000.00	9,297.89	51.32
PUBLIC CHARGES FOR SERVIC		90,775.00	79,846.60	5,969.50	10,928.40	87.96
MISC REVENUE						
10-00000-46740	COMMUNITY EVENT DONATIONS	0.00	45.00	30.00	(45.00)	100.00
10-00000-48100	INTEREST	75,000.00	394,652.83	53,959.11	(319,652.83)	526.20
10-00000-48120	REALIZED/UNREALIZED GAIN/LOSS	0.00	3,363.63	57,582.53	(3,363.63)	100.00
10-00000-48200	MISCELLANEOUS REVENUE	500.00	5,249.88	0.00	(4,749.88)	1,049.98
10-00000-48210	COPIES	750.00	522.81	91.83	227.19	69.71
10-00000-48220	FALSE ALARM FEES	1,400.00	5,242.00	0.00	(3,842.00)	374.43
10-00000-48230	RECYCLING PROCEEDS	1,000.00	678.52	53.30	321.48	67.85
10-00000-48240	CREDIT CARD REVENUE	7,000.00	4,927.94	0.00	2,072.06	70.40
10-00000-48260	INSURANCE AWARDS/DIVIDENDS	5,975.00	14,092.65	5,244.65	(8,117.65)	235.86
10-00000-48310	EQUIPMENT SALE PROCEEDS	1,000.00	0.00	0.00	1,000.00	0.00
10-00000-48500	DONATIONS	8,000.00	16,082.63	6,080.00	(8,082.63)	201.03
MISC REVENUE		100,625.00	444,857.89	123,041.42	(344,232.89)	442.09
Revenues		4,644,717.00	3,868,153.80	417,562.48	776,563.20	83.28
Account Category: Expenditures						
GENERAL GOVERNMENT						
10-51000-51100	WAGES FT	336,395.00	134,514.43	24,234.18	201,880.57	39.99
10-51000-51170	HEALTH INSURANCE BUYOUT	4,410.00	1,071.39	200.00	3,338.61	24.29
10-51000-51190	DENTAL INSURANCE BUYOUT	158.00	4.00	0.00	154.00	2.53
10-51000-51200	TRUSTEE WAGES	8,400.00	4,200.00	700.00	4,200.00	50.00
10-51000-51250	ELECTION WAGES	13,042.00	2,137.50	0.00	10,904.50	16.39
10-51000-51300	ELECTIONS SUPPLIES	8,244.00	1,881.80	154.81	6,362.20	22.83
10-51000-51400	LONGEVITY	444.00	0.00	0.00	444.00	0.00
10-51000-51500	WISCONSIN RETIREMENT SYSTEM	23,242.00	10,661.42	1,672.17	12,580.58	45.87
10-51000-51510	SOCIAL SECURITY	27,758.00	11,952.11	1,874.94	15,805.89	43.06
10-51000-51520	LIFE INSURANCE	432.00	279.66	47.74	152.34	64.74
10-51000-51530	HEALTH INSURANCE	36,713.00	17,269.51	2,410.00	19,443.49	47.04
10-51000-51540	DENTAL INSURANCE	731.00	377.29	54.18	353.71	51.61
10-51000-51800	RECRUITMENT	150.00	59.90	29.95	90.10	39.93
10-51000-52100	CONTRACTUAL SERVICES	31,043.00	15,701.53	2,848.09	15,341.47	50.58
10-51000-52110	LEGAL COUNSEL - CONTRACTED	62,118.00	27,348.55	6,115.51	34,769.45	44.03
10-51000-52130	LEGAL COUNSEL-PERSONNEL	1,000.00	264.00	0.00	736.00	26.40
10-51000-52140	AUDIT SERVICES	22,432.00	19,976.77	0.00	2,455.23	89.05
10-51000-52170	PUBLIC HEALTH SERVICES	33,895.00	25,422.00	8,474.00	8,473.00	75.00

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 10 GENERAL FUND						
Account Category: Expenditures						
GENERAL GOVERNMENT						
10-51000-52190	ASSESSOR SERVICES	24,900.00	19,920.00	0.00	4,980.00	80.00
10-51000-52210	TELECOMMUNICATIONS	2,520.00	1,574.82	162.47	945.18	62.49
10-51000-52250	COMPUTER SUPPORT	1,000.00	0.00	0.00	1,000.00	0.00
10-51000-52260	ADMINISTRATIVE FEES	1,879.00	1,869.10	0.00	9.90	99.47
10-51000-52300	MATERIALS & SUPPLIES	7,500.00	1,286.90	81.16	6,213.10	17.16
10-51000-53000	ADMINISTRATIVE	1,000.00	108.00	0.00	892.00	10.80
10-51000-53110	POSTAGE	11,000.00	0.00	0.00	11,000.00	0.00
10-51000-53210	DUES & SUBSCRIPTIONS	6,153.00	4,798.53	460.00	1,354.47	77.99
10-51000-53220	TRAINING, SAFETY & CERTS	11,390.00	3,776.89	1,875.71	7,613.11	33.16
10-51000-53240	PUBLICATIONS/PRINTING	150.00	73.39	73.39	76.61	48.93
10-51000-55000	CONTINGENCY	47,087.00	0.00	0.00	47,087.00	0.00
10-51000-55100	GENERAL LIABILITY	34,744.00	34,762.94	0.00	(18.94)	100.05
10-51000-55110	AUTO LIABILITY	2,844.00	3,602.29	0.00	(758.29)	126.66
10-51000-55120	BOILER INSURANCE	488.00	445.60	0.00	42.40	91.31
10-51000-55130	WORKERS COMPENSATION	32,701.00	20,611.20	6,870.40	12,089.80	63.03
10-51000-55150	COMMERCIAL CRIME POLICY	105.00	99.15	0.00	5.85	94.43
10-51000-55160	PROPERTY INSURANCE	8,322.00	9,107.12	0.00	(785.12)	109.43
GENERAL GOVERNMENT		804,390.00	375,157.79	58,338.70	429,232.21	46.64
POLICE						
10-52100-51100	WAGES FT	1,168,695.00	464,622.25	76,080.82	704,072.75	39.76
10-52100-51110	OVERTIME	28,980.00	37,083.75	8,184.52	(8,103.75)	127.96
10-52100-51150	GRANT OVERTIME	14,000.00	5,840.82	0.00	8,159.18	41.72
10-52100-51160	HOLIDAY PAY	40,128.00	13,457.16	1,072.00	26,670.84	33.54
10-52100-51170	HEALTH INSURANCE BUYOUT	18,900.00	8,437.44	1,575.00	10,462.56	44.64
10-52100-51180	SHIFT DIFFERENTIAL PAY	4,500.00	3,571.89	400.51	928.11	79.38
10-52100-51400	LONGEVITY	1,046.00	0.00	0.00	1,046.00	0.00
10-52100-51500	WISCONSIN RETIREMENT SYSTEM	164,433.00	73,736.50	11,715.27	90,696.50	44.84
10-52100-51510	SOCIAL SECURITY	97,633.00	40,195.32	6,534.17	57,437.68	41.17
10-52100-51520	LIFE INSURANCE	1,169.00	613.13	87.21	555.87	52.45
10-52100-51530	HEALTH INSURANCE	144,625.00	71,438.16	7,752.55	73,186.84	49.40
10-52100-51540	DENTAL INSURANCE	2,312.00	1,368.32	145.06	943.68	59.18
10-52100-51800	RECRUITMENT	0.00	2,024.03	1,885.00	(2,024.03)	100.00
10-52100-52090	HOUSE OF CORRECTION FEES	300.00	0.00	0.00	300.00	0.00
10-52100-52100	CONTRACTUAL SERVICES	40,306.00	24,239.48	12,103.93	16,066.52	60.14
10-52100-52110	LEGAL COUNSEL-CONTRACTED	24,847.00	11,147.30	2,751.86	13,699.70	44.86
10-52100-52130	LEGAL COUNSEL-PERSONNEL	1,000.00	374.00	170.00	626.00	37.40
10-52100-52150	MADACC	948.00	473.88	0.00	474.12	49.99
10-52100-52210	TELECOMMUNICATIONS	6,789.00	3,249.10	475.37	3,539.90	47.86
10-52100-52250	COMPUTER SUPPORT SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
10-52100-52300	MATERIALS & SUPPLIES	8,500.00	3,347.18	538.14	5,152.82	39.38
10-52100-52310	FLEET MAINTENANCE	7,000.00	2,969.48	0.00	4,030.52	42.42
10-52100-53110	POSTAGE	800.00	39.80	0.00	760.20	4.98
10-52100-53210	DUES & SUBSCRIPTIONS	1,150.00	930.00	0.00	220.00	80.87
10-52100-53220	TRAINING, SAFETY & CERTIFICATI	5,700.00	1,364.97	(2,818.28)	4,335.03	23.95
10-52100-53230	AMMUNITION	4,500.00	273.68	0.00	4,226.32	6.08
10-52100-53300	UNIFORM SUPPLIES	7,800.00	6,665.75	0.00	1,134.25	85.46
10-52100-53400	FUEL MAINTENANCE	18,500.00	8,087.62	1,063.34	10,412.38	43.72

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 10 GENERAL FUND						
Account Category: Expenditures						
POLICE						
	POLICE	1,819,561.00	785,551.01	129,716.47	1,034,009.99	43.17
NORTH SHORE FIRE DEPT						
10-52200-52240	NORTH SHORE FIRE DEPARTMENT	887,638.00	702,393.00	234,131.00	185,245.00	79.13
10-52200-53760	FIRE INSURANCE DUES	27,450.00	0.00	0.00	27,450.00	0.00
	NORTH SHORE FIRE DEPT	915,088.00	702,393.00	234,131.00	212,695.00	76.76
BUILDING INSPECTION						
10-52400-51100	WAGES FT	20,000.00	20,000.00	0.00	0.00	100.00
10-52400-52500	BUILDING INSPECTIONS	52,250.00	26,025.69	0.00	26,224.31	49.81
	BUILDING INSPECTION	72,250.00	46,025.69	0.00	26,224.31	63.70
DEPT OF PUBLIC WORKS						
10-53000-51100	WAGES FT	295,381.00	153,522.83	20,358.10	141,858.17	51.97
10-53000-51110	OVERTIME	4,200.00	3,277.64	0.00	922.36	78.04
10-53000-51120	WAGES PT	27,000.00	4,617.31	2,910.00	22,382.69	17.10
10-53000-51170	HEALTH INSURANCE BUYOUT	8,610.00	4,192.20	782.55	4,417.80	48.69
10-53000-51190	DENTAL INSURANCE BUYOUT	286.00	101.14	18.88	184.86	35.36
10-53000-51400	LONGEVITY	636.00	0.00	0.00	636.00	0.00
10-53000-51500	WISCONSIN RETIREMENT SYSTEM	20,715.00	10,424.06	1,401.12	10,290.94	50.32
10-53000-51510	SOCIAL SECURITY	25,713.00	12,033.66	1,746.77	13,679.34	46.80
10-53000-51520	LIFE INSURANCE	511.00	234.63	32.18	276.37	45.92
10-53000-51530	HEALTH INSURANCE	62,330.00	42,609.32	5,081.85	19,720.68	68.36
10-53000-51540	DENTAL INSURANCE	1,155.00	855.30	102.01	299.70	74.05
10-53000-51800	RECRUITMENT	250.00	99.90	99.90	150.10	39.96
10-53000-52000	FACILITY MAINTENANCE & SUPPLIE	31,488.00	12,622.61	(790.03)	18,865.39	40.09
10-53000-52010	CLEANING & JANITORIAL SERVICES	9,963.00	5,446.79	637.46	4,516.21	54.67
10-53000-52020	HVAC MAINTENANCE	4,611.00	1,305.50	0.00	3,305.50	28.31
10-53000-52100	CONTRACTUAL SERVICES	42,270.00	15,866.27	4,844.33	26,403.73	37.54
10-53000-52160	ENGINEERING	11,600.00	11,285.81	0.00	314.19	97.29
10-53000-52200	UTILITIES	44,158.00	20,098.00	2,694.82	24,060.00	45.51
10-53000-52210	TELECOMMUNICATIONS	1,180.00	834.48	59.08	345.52	70.72
10-53000-52300	MATERIALS & SUPPLIES	7,450.00	1,989.89	62.38	5,460.11	26.71
10-53000-52310	FLEET MAINTENANCE	40,000.00	12,385.57	187.57	27,614.43	30.96
10-53000-52330	TOOLS	2,000.00	750.65	189.97	1,249.35	37.53
10-53000-53210	DUES & SUBSCRIPTIONS	650.00	628.00	0.00	22.00	96.62
10-53000-53220	TRAINING, SAFETY & CERTIFICATI	2,800.00	2,250.57	1,197.72	549.43	80.38
10-53000-53300	UNIFORM SUPPLIES	2,175.00	806.50	0.00	1,368.50	37.08
10-53000-53340	WINTER OPERATIONS	40,874.00	22,829.20	0.00	18,044.80	55.85
10-53000-53400	FUEL MAINTENANCE	33,000.00	13,990.59	2,458.43	19,009.41	42.40
10-53000-53500	EQUIPMENT REPLACEMENT	500.00	496.09	0.00	3.91	99.22
10-53000-53600	EQUIPMENT RENTAL	5,000.00	1,665.00	0.00	3,335.00	33.30
10-53000-53700	TIPPING FEES	80,000.00	25,307.73	0.00	54,692.27	31.63
10-53000-53770	YARD WASTE TUB GRINDING	12,785.00	0.00	0.00	12,785.00	0.00
10-53000-54000	STREET MAINTENANCE	7,810.00	0.00	0.00	7,810.00	0.00
10-53000-54500	SIGNAGE	5,750.00	779.49	57.37	4,970.51	13.56
10-53000-54600	FORESTRY & LANDSCAPING	8,500.00	0.00	0.00	8,500.00	0.00
	DEPT OF PUBLIC WORKS	841,351.00	383,306.73	44,132.46	458,044.27	45.56
NORTH SHORE LIBRARY						

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 10 GENERAL FUND						
Account Category: Expenditures						
NORTH SHORE LIBRARY						
10-55100-52270	NORTH SHORE LIBRARY	170,279.00	170,279.07	0.00	(0.07)	100.00
	NORTH SHORE LIBRARY	170,279.00	170,279.07	0.00	(0.07)	100.00
PARKS						
10-55200-51100	WAGES FT	5,600.00	2,271.43	400.00	3,328.57	40.56
10-55200-51510	SOCIAL SECURITY	398.00	173.77	30.60	224.23	43.66
10-55200-52300	MATERIALS & SUPPLIES	800.00	52.50	0.00	747.50	6.56
10-55200-52350	COMMUNITY EVENTS	15,000.00	3,759.46	672.71	11,240.54	25.06
	PARKS	21,798.00	6,257.16	1,103.31	15,540.84	28.71
TRANS TO OTHER FUND						
10-59240-59000	TRANSFER OUT	648,883.00	0.00	0.00	648,883.00	0.00
	TRANS TO OTHER FUND	648,883.00	0.00	0.00	648,883.00	0.00
	Expenditures	5,293,600.00	2,468,970.45	467,421.94	2,824,629.55	46.64
Fund 10 - GENERAL FUND:						
TOTAL REVENUES		4,644,717.00	3,868,153.80	417,562.48	776,563.20	
TOTAL EXPENDITURES		5,293,600.00	2,468,970.45	467,421.94	2,824,629.55	
NET OF REVENUES & EXPENDITURES:		(648,883.00)	1,399,183.35	(49,859.46)	(2,048,066.35)	
BEG. FUND BALANCE		2,526,752.03	2,526,752.03			
END FUND BALANCE		1,877,869.03	3,925,935.38			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 20 SANITARY SEWER FUND						
Account Category: Revenues						
PUBLIC CHARGES FOR SERVIC						
20-00000-46410	RESIDENTIAL SEWER	849,655.00	838,840.00	0.00	10,815.00	98.73
20-00000-46420	COMMERCIAL SEWER	148,696.00	41,358.40	0.00	107,337.60	27.81
20-00000-46425	POLICE LEASE REVENUE	5,498.00	0.00	0.00	5,498.00	0.00
20-00000-46430	SEWER CONNECTION FEE	0.00	5,912.50	0.00	(5,912.50)	100.00
	PUBLIC CHARGES FOR SERVIC	1,003,849.00	886,110.90	0.00	117,738.10	88.27
MISC REVENUE						
20-00000-48100	INTEREST	500.00	727.96	0.00	(227.96)	145.59
20-00000-48200	MISCELLANEOUS REVENUE	2,712.00	0.00	0.00	2,712.00	0.00
	MISC REVENUE	3,212.00	727.96	0.00	2,484.04	22.66
	Revenues	1,007,061.00	886,838.86	0.00	120,222.14	88.06
Account Category: Expenditures						
GENERAL SEWER						
20-51000-51100	WAGES FT	130,869.00	49,146.02	8,153.48	81,722.98	37.55
20-51000-51110	OVERTIME	0.00	95.25	0.00	(95.25)	100.00
20-51000-51170	HEALTH INSURANCE BUYOUT	1,395.00	133.98	25.01	1,261.02	9.60
20-51000-51190	DENTAL INSURANCE BUYOUT	95.00	1.35	0.00	93.65	1.42
20-51000-51400	LONGEVITY	291.00	0.00	0.00	291.00	0.00
20-51000-51500	WISCONSIN RETIREMENT SYSTEM	9,050.00	3,350.02	553.70	5,699.98	37.02
20-51000-51510	SOCIAL SECURITY	10,148.00	3,694.24	610.46	6,453.76	36.40
20-51000-51520	LIFE INSURANCE	267.00	67.82	12.19	199.18	25.40
20-51000-51530	HEALTH INSURANCE	21,405.00	4,048.08	836.57	17,356.92	18.91
20-51000-51540	DENTAL INSURANCE	446.00	84.27	17.54	361.73	18.89
20-51000-52100	CONTRACTUAL SERVICES	317,923.00	97,377.82	183.54	220,545.18	30.63
20-51000-52140	AUDIT SERVICES	4,180.00	3,722.49	0.00	457.51	89.05
20-51000-52160	ENGINEERING	24,649.00	7,083.31	0.00	17,565.69	28.74
20-51000-52200	UTILITIES	6,800.00	2,487.67	333.29	4,312.33	36.58
20-51000-52210	TELECOMMUNICATIONS	480.00	190.13	38.07	289.87	39.61
20-51000-52260	ADMINISTRATIVE FEES	50.00	50.00	0.00	0.00	100.00
20-51000-52300	MATERIALS & SUPPLIES	6,350.00	767.59	0.00	5,582.41	12.09
20-51000-52310	FLEET MAINTENANCE	2,000.00	0.00	0.00	2,000.00	0.00
20-51000-52320	LIFT STATION MAINTENANCE	16,500.00	2,455.04	552.50	14,044.96	14.88
20-51000-52330	TOOLS	1,000.00	132.88	0.00	867.12	13.29
20-51000-52340	DIGGERS HOTLINE	2,500.00	900.80	0.00	1,599.20	36.03
20-51000-53110	POSTAGE	400.00	0.00	0.00	400.00	0.00
20-51000-53220	TRAINING, SAFETY & CERTIFICATI	500.00	0.00	0.00	500.00	0.00
20-51000-53400	FUEL MAINTENANCE	4,000.00	0.00	0.00	4,000.00	0.00
20-51000-53500	EQUIPMENT REPLACEMENT	675.00	575.00	0.00	100.00	85.19
20-51000-53600	EQUIPMENT RENTAL-GENERAL FUND	21,200.00	21,200.00	0.00	0.00	100.00
20-51000-55100	GENERAL LIABILITY INSURANCE	1,431.00	1,866.36	0.00	(435.36)	130.42
20-51000-55130	WORKERS COMPENSATION	3,737.00	2,355.57	785.19	1,381.43	63.03
20-51000-55150	COMMERCIAL CRIME POLICY	93.00	38.24	0.00	54.76	41.12
20-51000-55160	PROPERTY INSURANCE	3,215.00	3,518.66	0.00	(303.66)	109.45
20-51000-55300	AUTO LIABILITY	2,761.00	3,496.34	0.00	(735.34)	126.63
20-51000-58010	CAPITAL PROJECTS	183,879.00	(23,128.93)	675.00	207,007.93	(12.58)
20-51000-58030	CAPITAL EQUIPMENT	35,575.00	0.00	0.00	35,575.00	0.00
	GENERAL SEWER	813,864.00	185,710.00	12,776.54	628,154.00	22.82

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 20 SANITARY SEWER FUND						
Account Category: Expenditures						
DEPRECIATION						
20-53000-57000	DEPRECIATION	79,815.00	0.00	0.00	79,815.00	0.00
	DEPRECIATION	79,815.00	0.00	0.00	79,815.00	0.00
DEBT						
20-58100-56180	PRINCIPAL REDEMPTION - BOND	195,000.00	0.00	0.00	195,000.00	0.00
20-58100-56210	INTEREST - BOND	48,060.00	13,770.19	0.00	34,289.81	28.65
	DEBT	243,060.00	13,770.19	0.00	229,289.81	5.67
	Expenditures	1,136,739.00	199,480.19	12,776.54	937,258.81	17.55
Fund 20 - SANITARY SEWER FUND:						
TOTAL REVENUES		1,007,061.00	886,838.86	0.00	120,222.14	
TOTAL EXPENDITURES		1,136,739.00	199,480.19	12,776.54	937,258.81	
NET OF REVENUES & EXPENDITURES:		(129,678.00)	687,358.67	(12,776.54)	(817,036.67)	
BEG. FUND BALANCE		2,557,264.07	2,557,264.07			
END FUND BALANCE		2,427,586.07	3,244,622.74			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 22 STORMWATER UTILITY FUND						
Account Category: Revenues						
INTERGOVERNMENTAL						
22-00000-43210	INTERGOVERNMENTAL GRANTS	77,023.00	0.00	0.00	77,023.00	0.00
	INTERGOVERNMENTAL	77,023.00	0.00	0.00	77,023.00	0.00
PUBLIC CHARGES FOR SERVIC						
22-00000-44545	RAIN BARREL	0.00	225.00	75.00	(225.00)	100.00
22-00000-44560	TREE PROGRAM	0.00	5,250.00	0.00	(5,250.00)	100.00
22-00000-46405	RESIDENTIAL STORMWATER	407,682.00	415,008.00	0.00	(7,326.00)	101.80
22-00000-46425	COMMERCIAL STORMWATER	156,840.00	39,689.63	0.00	117,150.37	25.31
22-00000-46430	RIGHT-OF-WAY MANAGEMENT	20,000.00	20,050.00	1,050.00	(50.00)	100.25
	PUBLIC CHARGES FOR SERVIC	584,522.00	480,222.63	1,125.00	104,299.37	82.16
MISC REVENUE						
22-00000-48260	INSURANCE AWARDS/DIVIDENDS	0.00	3,550.00	3,550.00	(3,550.00)	100.00
	MISC REVENUE	0.00	3,550.00	3,550.00	(3,550.00)	100.00
	Revenues	661,545.00	483,772.63	4,675.00	177,772.37	73.13
Account Category: Expenditures						
DEPT OF PUBLIC WORKS						
22-51000-55110	AUTO LIABILITY	2,761.00	3,496.34	0.00	(735.34)	126.63
22-53000-51100	WAGES FT	130,869.00	58,781.68	14,037.04	72,087.32	44.92
22-53000-51110	OVERTIME	950.00	0.00	0.00	950.00	0.00
22-53000-51120	WAGES PT	0.00	1,192.50	1,057.50	(1,192.50)	100.00
22-53000-51170	HEALTH INSURANCE BUYOUT	1,395.00	133.90	24.99	1,261.10	9.60
22-53000-51190	DENTAL INSURANCE BUYOUT	95.00	1.38	0.00	93.62	1.45
22-53000-51400	LONGEVITY	291.00	0.00	0.00	291.00	0.00
22-53000-51500	WISCONSIN RETIREMENT SYSTEM	9,050.00	4,027.45	963.24	5,022.55	44.50
22-53000-51510	SOCIAL SECURITY	10,220.00	4,459.11	1,105.98	5,760.89	43.63
22-53000-51520	LIFE INSURANCE	267.00	78.42	17.81	188.58	29.37
22-53000-51530	HEALTH INSURANCE	21,405.00	7,791.17	2,447.29	13,613.83	36.40
22-53000-51540	DENTAL INSURANCE	446.00	159.30	49.86	286.70	35.72
22-53000-52100	CONTRACTUAL SERVICES	38,692.00	36,849.80	12,247.36	1,842.20	95.24
22-53000-52140	AUDIT SERVICES	1,962.00	1,747.25	0.00	214.75	89.05
22-53000-52160	ENGINEERING	35,748.00	17,050.88	0.00	18,697.12	47.70
22-53000-52200	UTILITY EXPENSES	2,300.00	1,886.03	484.51	413.97	82.00
22-53000-52210	TELECOMMUNICATIONS	100.00	0.00	0.00	100.00	0.00
22-53000-52260	ADMINISTRATIVE FEES	50.00	50.00	0.00	0.00	100.00
22-53000-52300	MATERIALS & SUPPLIES	2,450.00	886.81	4.79	1,563.19	36.20
22-53000-52320	LIFT STATION MAINTENANCE	2,000.00	0.00	0.00	2,000.00	0.00
22-53000-53220	TRAINING, SAFETY & CERTIFICATI	500.00	0.00	0.00	500.00	0.00
22-53000-53270	CULVERT MATERIALS	42,900.00	13,197.95	2,535.63	29,702.05	30.76
22-53000-53280	LANDSCAPING MATERIALS	64,000.00	18,138.90	7,326.76	45,861.10	28.34
22-53000-53290	EXCAVATION AND DISPOSAL	17,500.00	0.00	0.00	17,500.00	0.00
22-53000-53400	FUEL MAINTENANCE	5,000.00	0.00	0.00	5,000.00	0.00
22-53000-53600	EQUIPMENT RENTAL	62,175.00	21,200.00	0.00	40,975.00	34.10
22-53000-55100	GENERAL LIABILITY INSURANCE	3,519.00	3,922.22	0.00	(403.22)	111.46
22-53000-55130	WORKERS COMPENSATION	3,737.00	2,355.57	785.19	1,381.43	63.03
22-53000-55150	COMMERCIAL CRIME POLICY	62.00	38.24	0.00	23.76	61.68
22-53000-55160	PROPERTY INSURANCE	3,026.00	3,311.68	0.00	(285.68)	109.44

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 22 STORMWATER UTILITY FUND						
Account Category: Expenditures						
DEPT OF PUBLIC WORKS						
	DEPT OF PUBLIC WORKS	463,470.00	200,756.58	43,087.95	262,713.42	43.32
TRANS TO OTHER FUND						
22-59200-59000	ADMINISTRATIVE/TRANSFER TO	72,048.00	72,048.00	0.00	0.00	100.00
	TRANS TO OTHER FUND	72,048.00	72,048.00	0.00	0.00	100.00
CAPITAL PROJECTS						
22-53000-53500	EQUIPMENT REPLACEMENT	39,175.00	1,259.99	684.99	37,915.01	3.22
22-53000-58010	CAPITAL PROJECTS	263,873.00	17,286.93	1,260.00	246,586.07	6.55
	CAPITAL PROJECTS	303,048.00	18,546.92	1,944.99	284,501.08	6.12
	Expenditures	838,566.00	291,351.50	45,032.94	547,214.50	34.74
Fund 22 - STORMWATER UTILITY FUND:						
TOTAL REVENUES		661,545.00	483,772.63	4,675.00	177,772.37	
TOTAL EXPENDITURES		838,566.00	291,351.50	45,032.94	547,214.50	
NET OF REVENUES & EXPENDITURES:		(177,021.00)	192,421.13	(40,357.94)	(369,442.13)	
BEG. FUND BALANCE		988,929.71	988,929.71			
END FUND BALANCE		811,908.71	1,181,350.84			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 23 TAX INCREMENTAL FINANCING DISTRICT 1						
Account Category: Revenues						
TAXES						
23-00000-41101	TAX INCREMENT	8,217.00	7,911.33	7,911.33	305.67	96.28
	TAXES	8,217.00	7,911.33	7,911.33	305.67	96.28
MISC REVENUE						
23-00000-48200	MISCELLANEOUS REVENUE	25,000.00	10,028.04	2,865.54	14,971.96	40.11
	MISC REVENUE	25,000.00	10,028.04	2,865.54	14,971.96	40.11
	Revenues	33,217.00	17,939.37	10,776.87	15,277.63	54.01
Account Category: Expenditures						
GENERAL GOVERNMENT						
23-51000-52300	PROFESSIONAL SERVICES	150,000.00	10,914.04	3,365.54	139,085.96	7.28
	GENERAL GOVERNMENT	150,000.00	10,914.04	3,365.54	139,085.96	7.28
TRANS TO OTHER FUND						
23-59210-59000	TRANSFER OUT	15,000.00	15,000.00	0.00	0.00	100.00
	TRANS TO OTHER FUND	15,000.00	15,000.00	0.00	0.00	100.00
	Expenditures	165,000.00	25,914.04	3,365.54	139,085.96	15.71
Fund 23 - TAX INCREMENTAL FINANCING DISTRICT 1:						
TOTAL REVENUES		33,217.00	17,939.37	10,776.87	15,277.63	
TOTAL EXPENDITURES		165,000.00	25,914.04	3,365.54	139,085.96	
NET OF REVENUES & EXPENDITURES:		(131,783.00)	(7,974.67)	7,411.33	(123,808.33)	
BEG. FUND BALANCE		(138,106.67)	(138,106.67)			
END FUND BALANCE		(269,889.67)	(146,081.34)			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 26 PUBLIC SAFETY COMMUNICATIONS						
Account Category: Revenues						
TAXES						
26-00000-41100	PROPERTY TAXES	316,779.00	316,779.00	0.00	0.00	100.00
TAXES		316,779.00	316,779.00	0.00	0.00	100.00
INTERGOVERNMENTAL						
26-00000-46220	INTERGOVERNMENTAL REVENUE	517,813.00	224,906.71	8,861.21	292,906.29	43.43
26-00000-47130	CONTRACT REVENUE	2,217,456.00	1,108,727.98	0.00	1,108,728.02	50.00
26-00000-47135	RECORDS MANAGEMENT ADMINISTRAT	0.00	0.00	(9.00)	0.00	0.00
INTERGOVERNMENTAL		2,735,269.00	1,333,634.69	8,852.21	1,401,634.31	48.76
MISC REVENUE						
26-00000-48100	CONSOLIDATED SERVICE BILLINGS	112,485.00	87,800.73	0.00	24,684.27	78.06
MISC REVENUE		112,485.00	87,800.73	0.00	24,684.27	78.06
Revenues		3,164,533.00	1,738,214.42	8,852.21	1,426,318.58	54.93
Account Category: Expenditures						
PUBLIC SAFETY COMM						
26-51000-51100	WAGES FT	1,758,538.00	823,879.84	127,735.71	934,658.16	46.85
26-51000-51110	OVERTIME	35,000.00	41,260.43	2,813.76	(6,260.43)	117.89
26-51000-51160	HOLIDAY PAY	36,928.00	9,133.94	3,118.10	27,794.06	24.73
26-51000-51170	HEALTH INSURANCE BUYOUT	16,800.00	12,728.51	2,800.00	4,071.49	75.76
26-51000-51190	DENTAL INSURANCE BUYOUT	544.00	366.26	83.07	177.74	67.33
26-51000-51400	LONGEVITY	3,110.00	0.00	0.00	3,110.00	0.00
26-51000-51500	WISCONSIN RETIREMENT SYSTEM	127,552.00	59,407.29	9,223.04	68,144.71	46.57
26-51000-51510	SOCIAL SECURITY	142,701.00	64,735.52	9,930.04	77,965.48	45.36
26-51000-51520	LIFE INSURANCE	2,808.00	1,623.10	300.25	1,184.90	57.80
26-51000-51530	HEALTH INSURANCE	377,691.00	191,931.68	29,631.08	185,759.32	50.82
26-51000-51540	DENTAL INSURANCE	7,628.00	3,804.91	601.03	3,823.09	49.88
26-51000-51800	RECRUITMENT	2,500.00	341.80	0.00	2,158.20	13.67
26-51000-52000	FACILITY MAINTENANCE & SUPPLIE	23,817.00	10,514.37	135.45	13,302.63	44.15
26-51000-52010	CLEANING & JANITORIAL SERVICES	12,688.00	6,799.57	920.70	5,888.43	53.59
26-51000-52100	CONTRACTUAL SERVICES	38,583.00	35,082.66	19.80	3,500.34	90.93
26-51000-52130	LEGAL COUNSEL-PERSONNEL	1,000.00	0.00	0.00	1,000.00	0.00
26-51000-52140	AUDIT SERVICES	1,962.00	1,747.24	0.00	214.76	89.05
26-51000-52200	UTILITIES	26,480.00	11,791.58	2,028.75	14,688.42	44.53
26-51000-52210	TELECOMMUNICATIONS	81,721.00	26,414.05	2,803.26	55,306.95	32.32
26-51000-52250	COMPUTER SUPPORT SERVICES	5,000.00	1,107.25	0.00	3,892.75	22.15
26-51000-52260	ADMINISTRATIVE FEES	860.00	616.00	0.00	244.00	71.63
26-51000-52300	MATERIALS & SUPPLIES	10,000.00	2,202.20	309.06	7,797.80	22.02
26-51000-52360	LICENSING & MAINTENANCE	350,673.00	324,413.46	13,184.94	26,259.54	92.51
26-51000-53110	POSTAGE	500.00	0.00	0.00	500.00	0.00
26-51000-53210	DUES & SUBSCRIPTIONS	2,500.00	580.71	0.00	1,919.29	23.23
26-51000-53220	TRAINING, SAFETY & CERTIFICATI	14,500.00	2,591.72	0.00	11,908.28	17.87
26-51000-53300	CLOTHING/EMPLOYEE EXPENSES	840.00	191.00	0.00	649.00	22.74
26-51000-53400	FUEL MAINTENANCE	0.00	69.26	26.88	(69.26)	100.00
26-51000-53900	EMPLOYEE RECOGNITION	250.00	121.98	0.00	128.02	48.79
26-51000-55000	CONTINGENCY	19,918.00	0.00	0.00	19,918.00	0.00
26-51000-55100	GENERAL LIABILITY	6,142.00	6,724.10	0.00	(582.10)	109.48
26-51000-55130	WORKERS COMPENSATION	18,686.00	2,650.02	883.34	16,035.98	14.18

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 26 PUBLIC SAFETY COMMUNICATIONS						
Account Category: Expenditures						
PUBLIC SAFETY COMM						
26-51000-55150	COMMERCIAL CRIME POLICY	124.00	73.65	0.00	50.35	59.40
26-51000-55160	PROPERTY INSURANCE	4,350.00	4,760.54	0.00	(410.54)	109.44
	PUBLIC SAFETY COMM	3,132,394.00	1,647,664.64	206,548.26	1,484,729.36	52.60
TRANS TO OTHER FUND						
26-59217-59000	ADMINISTRATIVE/TRANSFER TO	106,006.00	106,006.00	0.00	0.00	100.00
	TRANS TO OTHER FUND	106,006.00	106,006.00	0.00	0.00	100.00
	Expenditures	3,238,400.00	1,753,670.64	206,548.26	1,484,729.36	54.15
Fund 26 - PUBLIC SAFETY COMMUNICATIONS:						
TOTAL REVENUES		3,164,533.00	1,738,214.42	8,852.21	1,426,318.58	
TOTAL EXPENDITURES		3,238,400.00	1,753,670.64	206,548.26	1,484,729.36	
NET OF REVENUES & EXPENDITURES:		(73,867.00)	(15,456.22)	(197,696.05)	(58,410.78)	
BEG. FUND BALANCE		1,066,582.63	1,066,582.63			
END FUND BALANCE		992,715.63	1,051,126.41			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 30 LONG TERM FINANCIAL FUND						
Account Category: Revenues						
TAXES						
30-00000-41100	PROPERTY TAXES	839,601.00	839,601.00	0.00	0.00	100.00
	TAXES	839,601.00	839,601.00	0.00	0.00	100.00
INTERGOVERNMENTAL						
30-00000-47115	B SERIES ADMIN FEE	11,000.00	0.00	0.00	11,000.00	0.00
	INTERGOVERNMENTAL	11,000.00	0.00	0.00	11,000.00	0.00
OTHER FINANCING SOURCES						
30-00000-49250	TRANSFER FROM STORMWATER FUND	72,048.00	72,048.00	0.00	0.00	100.00
	OTHER FINANCING SOURCES	72,048.00	72,048.00	0.00	0.00	100.00
	Revenues	922,649.00	911,649.00	0.00	11,000.00	98.81
Account Category: Expenditures						
DEBT						
30-58100-52150	MADACC	1,770.00	202.48	0.00	1,567.52	11.44
30-58100-55950	PAYMENT TO ESCROW AGENT	6,500.00	1,200.00	0.00	5,300.00	18.46
30-58100-56100	2021A GENERAL OBLIGATATION	190,000.00	0.00	0.00	190,000.00	0.00
30-58100-56110	NSFD STATION	48,885.00	30,656.00	0.00	18,229.00	62.71
30-58100-56190	2016 GENERAL OBLIGATATION	135,000.00	135,000.00	0.00	0.00	100.00
30-58100-56200	2018 GENERAL OBLIGATION	90,000.00	90,000.00	0.00	0.00	100.00
30-58100-56210	INTEREST ON BOND	133,558.00	79,886.25	0.00	53,671.75	59.81
30-58100-56240	2021 B GO DEBT	320,000.00	0.00	0.00	320,000.00	0.00
	DEBT	925,713.00	336,944.73	0.00	588,768.27	36.40
	Expenditures	925,713.00	336,944.73	0.00	588,768.27	36.40
Fund 30 - LONG TERM FINANCIAL FUND:						
TOTAL REVENUES		922,649.00	911,649.00	0.00	11,000.00	
TOTAL EXPENDITURES		925,713.00	336,944.73	0.00	588,768.27	
NET OF REVENUES & EXPENDITURES:		(3,064.00)	574,704.27	0.00	(577,768.27)	
BEG. FUND BALANCE		604,146.86	604,146.86			
END FUND BALANCE		601,082.86	1,178,851.13			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 40 POLICE CAPITAL						
Account Category: Revenues						
TAXES						
40-00000-41100	PROPERTY TAXES	169,029.00	169,029.00	0.00	0.00	100.00
40-00000-41130	FIRE & RESCUE PROPERTY TAXES	42,025.00	42,025.00	0.00	0.00	100.00
	TAXES	211,054.00	211,054.00	0.00	0.00	100.00
INTERGOVERNMENTAL						
40-00000-43215	POLICE REVENUE	17,000.00	17,000.00	0.00	0.00	100.00
	INTERGOVERNMENTAL	17,000.00	17,000.00	0.00	0.00	100.00
MISC REVENUE						
40-00000-48310	EQUIPMENT SALE PROCEEDS	0.00	2,399.25	0.00	(2,399.25)	100.00
40-00000-49210	TRANSFER FROM GENERAL FUND	129,777.00	0.00	0.00	129,777.00	0.00
	MISC REVENUE	129,777.00	2,399.25	0.00	127,377.75	1.85
	Revenues	357,831.00	230,453.25	0.00	127,377.75	64.40
Account Category: Expenditures						
CAPITAL PROJECTS						
40-91000-58020	CAPITAL LEASE	5,498.00	5,498.00	0.00	0.00	100.00
40-91000-58030	CAPITAL EQUIPMENT	276,438.00	13,887.00	3,629.00	262,551.00	5.02
	CAPITAL PROJECTS	281,936.00	19,385.00	3,629.00	262,551.00	6.88
	Expenditures	281,936.00	19,385.00	3,629.00	262,551.00	6.88
Fund 40 - POLICE CAPITAL:						
TOTAL REVENUES		357,831.00	230,453.25	0.00	127,377.75	
TOTAL EXPENDITURES		281,936.00	19,385.00	3,629.00	262,551.00	
NET OF REVENUES & EXPENDITURES:		75,895.00	211,068.25	(3,629.00)	(135,173.25)	
BEG. FUND BALANCE		107,172.99	107,172.99			
END FUND BALANCE		183,067.99	318,241.24			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 41 DEPARTMENT OF PUBLIC WORKS						
Account Category: Revenues						
TAXES						
41-00000-41100	PROPERTY TAXES	79,695.00	79,695.00	0.00	0.00	100.00
	TAXES	79,695.00	79,695.00	0.00	0.00	100.00
INTERGOVERNMENTAL						
41-00000-43210	INTERGOVERNMENTAL GRANTS	0.00	25,990.03	0.00	(25,990.03)	100.00
	INTERGOVERNMENTAL	0.00	25,990.03	0.00	(25,990.03)	100.00
PUBLIC CHARGES FOR SERVIC						
41-00000-46320	GARBAGE CONTAINER & FEES	8,500.00	3,060.00	783.50	5,440.00	36.00
41-00000-46325	CULVERT REPLACEMENT	0.00	1,050.00	1,050.00	(1,050.00)	100.00
41-00000-46725	MAILBOX REPLACEMENT	0.00	2,000.00	200.00	(2,000.00)	100.00
	PUBLIC CHARGES FOR SERVIC	8,500.00	6,110.00	2,033.50	2,390.00	71.88
MISC REVENUE						
41-00000-48200	MISCELLANEOUS REVENUE	124,244.00	53,076.49	5,892.01	71,167.51	42.72
41-00000-48260	INSURANCE AWARDS/DIVIDENDS	5,000.00	0.00	0.00	5,000.00	0.00
41-00000-48310	EQUIPMENT SALES	0.00	4,746.39	0.00	(4,746.39)	100.00
41-00000-49210	TRANSFER FROM GENERAL FUND	259,553.00	0.00	0.00	259,553.00	0.00
	MISC REVENUE	388,797.00	57,822.88	5,892.01	330,974.12	14.87
	Revenues	476,992.00	169,617.91	7,925.51	307,374.09	35.56
Account Category: Expenditures						
CAPITAL PROJECTS						
41-91000-58010	CAPITAL PROJECTS	666,944.00	236,330.64	52,128.38	430,613.36	35.43
41-91000-58030	CAPITAL EQUIPMENT	221,100.00	1,446.00	0.00	219,654.00	0.65
	CAPITAL PROJECTS	888,044.00	237,776.64	52,128.38	650,267.36	26.78
	Expenditures	888,044.00	237,776.64	52,128.38	650,267.36	26.78
Fund 41 - DEPARTMENT OF PUBLIC WORKS:						
TOTAL REVENUES		476,992.00	169,617.91	7,925.51	307,374.09	
TOTAL EXPENDITURES		888,044.00	237,776.64	52,128.38	650,267.36	
NET OF REVENUES & EXPENDITURES:		(411,052.00)	(68,158.73)	(44,202.87)	(342,893.27)	
BEG. FUND BALANCE		1,791,165.68	1,791,165.68			
END FUND BALANCE		1,380,113.68	1,723,006.95			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 42 ADMIN SERVICES CAPITAL						
Account Category: Revenues						
TAXES						
42-00000-41100	PROPERTY TAXES	73,689.00	73,689.00	0.00	0.00	100.00
	TAXES	73,689.00	73,689.00	0.00	0.00	100.00
OTHER INCOME						
42-00000-49210	TRANSFER FROM GENERAL FUND	677,825.00	0.00	0.00	677,825.00	0.00
	OTHER INCOME	677,825.00	0.00	0.00	677,825.00	0.00
	Revenues	751,514.00	73,689.00	0.00	677,825.00	9.81
Account Category: Expenditures						
CAPITAL PROJECTS						
42-91000-55190	GASB 45/ACCRUED BENEFIT OBLIGATIONS	93,689.00	34,735.71	866.44	58,953.29	37.08
42-91000-58010	CAPITAL PROJECTS	35,000.00	0.00	0.00	35,000.00	0.00
42-91000-58030	CAPITAL EQUIPMENT	20,000.00	0.00	0.00	20,000.00	0.00
	CAPITAL PROJECTS	148,689.00	34,735.71	866.44	113,953.29	23.36
	Expenditures	148,689.00	34,735.71	866.44	113,953.29	23.36
Fund 42 - ADMIN SERVICES CAPITAL:						
TOTAL REVENUES		751,514.00	73,689.00	0.00	677,825.00	
TOTAL EXPENDITURES		148,689.00	34,735.71	866.44	113,953.29	
NET OF REVENUES & EXPENDITURES:		602,825.00	38,953.29	(866.44)	563,871.71	
BEG. FUND BALANCE		735,251.32	735,251.32			
END FUND BALANCE		1,338,076.32	774,204.61			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BAYSIDE

Balance As Of 06/30/2024

GL Number	Description	2024 Amended Budget	YTD Balance 06/30/2024	Activity For 06/30/2024	Available Balance 06/30/2024	% Bdgt Used
Fund: 46 PUBLIC SAFETY COMM CAPITAL						
Account Category: Revenues						
TAXES						
46-00000-41100	PROPERTY TAXES	23,067.00	23,067.00	0.00	0.00	100.00
	TAXES	23,067.00	23,067.00	0.00	0.00	100.00
INTERGOVERNMENTAL						
46-00000-43210	INTERGOVERNMENTAL GRANTS	630,904.00	0.00	0.00	630,904.00	0.00
46-00000-47110	CONTRACT REVENUE	161,469.00	161,469.00	0.00	0.00	100.00
	INTERGOVERNMENTAL	792,373.00	161,469.00	0.00	630,904.00	20.38
	Revenues	815,440.00	184,536.00	0.00	630,904.00	22.63
Account Category: Expenditures						
CAPITAL PROJECTS						
46-91000-58010	CAPITAL PROJECTS	65,000.00	57,347.65	0.00	7,652.35	88.23
46-91000-58030	CAPITAL EQUIPMENT	848,045.00	402,988.58	0.00	445,056.42	47.52
	CAPITAL PROJECTS	913,045.00	460,336.23	0.00	452,708.77	50.42
	Expenditures	913,045.00	460,336.23	0.00	452,708.77	50.42
Fund 46 - PUBLIC SAFETY COMM CAPITAL:						
TOTAL REVENUES		815,440.00	184,536.00	0.00	630,904.00	
TOTAL EXPENDITURES		913,045.00	460,336.23	0.00	452,708.77	
NET OF REVENUES & EXPENDITURES:		(97,605.00)	(275,800.23)	0.00	178,195.23	
BEG. FUND BALANCE		622,402.45	622,402.45			
END FUND BALANCE		524,797.45	346,602.22			

CHECK REGISTER FOR VILLAGE OF BAYSIDE

CHECK DATE 06/06/2024 - 07/03/2024

Check Date	Check	Vendor Name	Amount
Bank GEN GENERAL POOLED CHECKING			
06/11/2024	40198	AFLAC	13.80
06/11/2024	40199	GANNETT MEDIA CORP	73.39
06/11/2024	40200	JCLASS CONSTRUCTION	326.40
06/11/2024	40201	NORTH SHORE FIRE DEPT-4401	236,973.00
06/11/2024	40202	SECURIAN FINANCIAL GROUP	1,193.97
06/11/2024	40203	TEAMSTERS LOCAL UNION # 200	443.00
06/11/2024	40204	WE ENERGIES	5,541.37
06/11/2024	40205	WI CHILD SUPPORT	1,434.03
Total 06/11/2024:			245,998.96
06/19/2024	40206	ACP CREATIVIT, LLC	5,069.00
06/19/2024	40207	ALBERS, SHANE M	1,116.06
06/19/2024	40208	AMAZON/SYNCB	924.39
06/19/2024	40209	BAKER & TAYLOR	3,714.99
06/19/2024	40210	BUELOW VETTER BUIKEMA OLSON V	170.00
06/19/2024	40211	CIVICPLUS	6,117.98
06/19/2024	40212	Clark Dietz	800.00
06/19/2024	40213	CLEAN SOURCE LLC	6,450.00
06/19/2024	40214	COUNTY OF MILWAUKEE	150.00
06/19/2024	40215	HUMPHREY SERVICE PARTS INC	137.18
06/19/2024	40216	JOSEPH WINLAND	35.00
06/19/2024	40217	Kanopy Inc	135.00
06/19/2024	40218	KUJAWA ENTERPRISES INC	9,670.25
06/19/2024	40219	LANGE ENTERPRISES INC	57.37
06/19/2024	40220	MANNEDGE CONSULTING LLC	2,500.00
06/19/2024	40221	MICHAEL SATTELL	20.00
06/19/2024	40222	OZAUKEE COUNTY CLERK	154.81
06/19/2024	40223	OZAUKEE COUNTY TREASURER	1,038.62
06/19/2024	40224	PACKERLAND RENT-A-MAT INC.	46.58
06/19/2024	40225	PBC GURU LLC	2,500.00
06/19/2024	40226	PREMISTAR-WISCONSIN	410.36
06/19/2024	40227	PREMIUM WATERS INC.	89.48
06/19/2024	40228	RINGCENTRAL, INC.	1,132.74
06/19/2024	40229	Rinka	121,897.00
06/19/2024	40230	ROTE OIL	1,949.66
06/19/2024	40231	SPECTRUM ENTERPRISE	259.01
06/19/2024	40232	TAPCO	50,525.00
06/19/2024	40233	WACHTEL TREE SCIENCE & SERVIC	12,125.00
06/19/2024	40234	WE ENERGIES	2,675.29
06/19/2024	40235	WI DEPT. OF TRANS-7366	1,603.38
Total 06/19/2024:			233,474.15
06/25/2024	389(E)	CARTER, JULIE	1,558.16
06/25/2024	390(E)	DEPT OF EMPLOYEE TRUST FUND	141,479.48
06/25/2024	391(E)	DIVERSIFIED BENEFIT SERVICES	2,060.68
06/25/2024	392(E)	EFTPS	79,296.06
06/25/2024	393(E)	EMPOWER-GREATWEST	9,654.01
06/25/2024	394(E)	NORTH SHORE BANK	450.00
06/25/2024	395(E)	US BANK	12,944.73
06/25/2024	398(E)	WI DEPARTMENT OF REVENUE	13,544.52
06/25/2024	40236	AFLAC	13.80
06/25/2024	40237	AHMAD OMARI	35.00
06/25/2024	40238	AMAZON/SYNCB	2,682.96
06/25/2024	40239	CITIES AND VILLAGES MUTUAL	9,814.86
06/25/2024	40240	Clark Dietz	760.00
06/25/2024	40241	DELTA DENTAL	222.10
06/25/2024	40242	IMPACT ACQUISITIONS, LLC	217.35
06/25/2024	40243	KATHY WACKER	1,000.00
06/25/2024	40244	MCMAHON ASSOCIATES INC	9,208.08
06/25/2024	40245	PEDERSON, ANDREW	1,585.71
06/25/2024	40246	R. BAUMAN & ASSOCIATES S.C.	1,885.00
06/25/2024	40247	TAPCO	169.85
06/25/2024	40248	VILLAGE OF BROWN DEER	8,474.00
06/25/2024	40249	VISION TELECOMMUNICATIONS, IN	3,000.00
06/25/2024	40250	WI CHILD SUPPORT	1,930.18
Total 06/25/2024:			301,986.53
07/03/2024	40251	ACP CREATIVIT, LLC	787.00
07/03/2024	40252	AMUNDSEN DAVIS	9,204.37
07/03/2024	40253	BATZNER PEST CONTROL	28.00
07/03/2024	40254	CDW GOVERNMENT	4,934.60
07/03/2024	40255	CEDARBURG OVERHEAD DOOR CO	1,149.00

CHECK REGISTER FOR VILLAGE OF BAYSIDE
CHECK DATE 06/06/2024 - 07/03/2024

Check Date	Check	Vendor Name	Amount
Bank GEN GENERAL POOLED CHECKING			
07/03/2024	40256	Clark Dietz	800.00
07/03/2024	40257	ClearGov	11,986.68
07/03/2024	40258	Energenecs	302.50
07/03/2024	40259	FORWARD TS, LTD	281.90
07/03/2024	40260	GREATAMERICA FINANCIAL SERVIC	107.00
07/03/2024	40261	KUJAWA ENTERPRISES INC	5,750.00
07/03/2024	40262	LANNON STONE PRODUCTS	3,661.39
07/03/2024	40263	LIEBAU-LAUN	250.00
07/03/2024	40264	LIESENER SOILS INC	1,260.00
07/03/2024	40265	MICHAEL JONS & ASSOCIATES	50.00
07/03/2024	40266	MICHELLE KEBBEKUS	35.00
07/03/2024	40267	OGDEN CENTER LLC	1,990.13
07/03/2024	40268	PACKERLAND RENT-A-MAT INC.	93.16
07/03/2024	40269	PREMISTAR-WISCONSIN	11,836.09
07/03/2024	40270	ROTE OIL	1,968.83
07/03/2024	40271	WAYSIDE NURSERIES	451.00
07/03/2024	40272	XIAONING HUANG	1,312.77
Total 07/03/2024:			58,239.42

GEN TOTALS:

Total of 83 Checks:	839,699.06
Less 0 Void Checks:	0.00
Total of 83 Disbursements:	839,699.06

STATE OF WISCONSIN
MILWAUKEE AND OZAUKEE COUNTIES
VILLAGE OF BAYSIDE

RESOLUTION NO: 24-14
A Resolution to amend the 2024 Annual Program Budget.

WHEREAS, Resolution 23-20, a resolution adopting the 2024 Annual Program Budget and establishing the 2023 tax levy, was adopted on November 16, 2023;

WHEREAS, the Village of Bayside finds it necessary to amend the Annual Program Budget to allocate revenues and expenses to the new myWheels Car Show; and

WHEREAS, due to staffing vacancies, the police department overtime budget is anticipating a large increase; and

WHEREAS, the projected amounts for the Village Engineer to review impervious service permits has increased;

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF TRUSTEES, that it hereby amends the 2024 Annual Program Budget as indicated below;

Account Number	Description	Decrease	Increase
10-52100-51100	Police Wages	$ 38,100.00	
10-52100-51110	Police Overtime		$ 38,100.00
10-00000-46125	Professional Service Invoicing		$ 9,200.00
10-53000-52160	Engineering		$ 9,200.00
10-00000-46740	Community Donations		$ 7,250.00
10-55200-52350	Community Event		$ 7,250.00

PASSED AND ADOPTED by the Village Board of the Village of Bayside this 18th day of July, 2024.

VILLAGE OF BAYSIDE

_____
Eido Walny, Village President

_____
Rachel Safstrom, Director of Administrative Services

I. INTRODUCTION

Police officers exercise considerable authority that is carefully circumscribed by state and federal law, and ultimately, the United States Constitution. Powers to arrest, seize property and interfere with the lives of citizens constitute a public trust that should be regarded as vital as demonstrated by the exemplary performance of our duties. The Sworn Oath of Office, Goal Directive, and The Law Enforcement Code of Ethics on the preceding page provide important direction to members of the Police Department. The rules of conduct that follow give notice to members of the Police Department as to what conduct is specifically prohibited or required by virtue of their employment with this Department. The purpose of these rules is to ensure and protect the efficient and proper operation of the Department and the ability of all members, individually and collectively, to perform their duties. This purpose shall be the basis for interpreting and applying these rules.

Each employee of the Police Department shall be issued and required to maintain this General Order. Unlike policy statements where some discretion and latitude is allowed, these rules of conduct are explicit and will be enforced as such. Where the term "member" is used it is to be taken to include all regular employees of the Police Department. The term "officer" is to be taken to mean only sworn police officers but includes all ranks and classifications. The term "member" includes all non-sworn clerical staff.

The Village of Bayside acknowledges duly constituted bargaining units representing any given groups of employees and also requires the agency to adhere to relevant portions of collective bargaining agreements as applicable to those bargaining units.

II. RULES OF CONDUCT

1. Violation of Rules: Members shall not commit any acts or omit any acts that constitute a violation of any explicit rule, regulation, general order or department directive.

2. Unbecoming Conduct: Officers shall always conduct themselves, both on and off duty, in such a manner as to reflect most favorably on the Department. Conduct unbecoming an officer shall include that which brings the Department into disrepute or reflects discredit upon the officer as a member of the Department, or that which impairs the operation or efficiency of the Department or officer.

3. Immoral Conduct: Officers shall maintain a level of moral conduct in their personal and business affairs which is in keeping with the highest standards of the law enforcement profession. Officers shall not participate in any incident involving moral turpitude that impairs their ability to perform as law enforcement officers or causes the Department to be brought into disrepute.

4. Conformance to Laws: Officers shall not knowingly violate any law of the United States and of any state or local jurisdiction in which the officers are present. A conviction for a violation of any law; which is a crime, shall be prima facie evidence of a violation of this section. The department reserves the right to take appropriate action for violations of this rule in the absence of a conviction.

5. Reporting for Duty: Members shall report for duty at the time and place required by assignment or orders and shall be physically and mentally fit to perform their duties. They shall be properly equipped and cognizant of information that can be reasonably foreseen as required for the proper performance of duty so that they may immediately assume their duties. Judicial subpoenas or court notices shall constitute an order to report for duty under this section.

6. Attentiveness to Duty: Members shall be attentive to their duties. They shall not engage in any activities or personal business that would cause them to neglect or be inattentive to duty. Inattentive behavior shall include that which adversely affects the operation and efficiency of the Department or the efficiency of the employees.

7. Fictitious Illness or Injury Reports: Members shall not feign illness or injury, falsely report themselves ill or injured or otherwise deceive or attempt to deceive any official of the Department as to the condition of their health.

8. Sleeping on Duty: Members shall remain awake while on duty. If unable to do so, they shall so report to their supervisor, who shall determine the proper course of action.

9. Leaving Duty Post: Officers shall not leave their assigned areas or duties during a tour of duty unless directed to do so by the police dispatcher with authorization of the shift supervisor, authorized by a ranking officer, or in immediate pursuit of a law violator or as the result of other urgent need.

10. Meals: Officers shall be permitted to suspend patrol or other assigned activity, subject to immediate call at all times, for the purpose of having meals during their tours of duty, but only for such period of time, and at such time and place, and in such a manner as established by departmental procedures. Other members shall take meal and other work breaks in accordance with established policy.

11. Unsatisfactory Performance: Members shall maintain sufficient competency to properly perform their duties and assume the responsibilities of their positions. Members shall perform their duties in a manner that will maintain the highest standards of efficiency in carrying out the functions and objectives of the Department. Unsatisfactory performance may be demonstrated by a lack of knowledge of the application of laws required to be enforced; an unwillingness or inability to perform assigned tasks; the failure to perform any duty; inattention to duty; the failure to conform to work standards established for the employee's

rank, classification or position; the failure to take appropriate action in the occasion of a crime, disorder or other condition deserving police attention; or absence without leave. In addition, repeated poor evaluations or a written record of repeated infractions of rules, regulations, directives or orders of the Department.

12. Alcoholic Beverages and Drugs in Police Installations: Members shall not store or bring into any police facility or vehicle alcoholic beverages, controlled substances, narcotics or hallucinogens except alcoholic beverages, controlled substances, narcotics or hallucinogens which are held as evidence or found property or for authorized exhibition purposes.

13. Possession and Use of Drugs: Members shall not possess or use any controlled substances, narcotics or hallucinogens except when prescribed in the treatment of members by a physician or dentist.

14. Use of Alcohol on Duty or in Uniform:

    A. Officers shall not purchase or consume intoxicating beverages while in uniform or on duty except in the performance of duty and while acting under proper authorization from a ranking officer.

    B. Members shall not appear for duty, or be on duty, while under the influence of intoxicants to any degree whatsoever, or with an odor of intoxicants on their breath, except as authorized above.

15. Use of Alcohol Off Duty: Members, while off duty and in public, shall refrain from consuming intoxicating beverages to the extent that it renders the members unfit for their next regular tour of duty.

16. Use of Tobacco: Members may not use any tobacco product while on-duty. Members that are off duty may not use any tobacco product in any Village building, entryway, garage, or Village owned vehicle. Chewing tobacco and snuff are considered tobacco products.

17. Insubordination: Members shall promptly obey any lawful orders of a ranking officer. This will include orders relayed from a ranking officer by a member of the same or lesser rank. The refusal of any member to obey a lawful order given by a ranking officer may be cause for immediate suspension from duty and/or corrective action; up to dismissal by the Chief of Police or his designee in accordance with applicable policy and/or collective bargaining agreements.

18. Unlawful Orders: Members shall not obey any order which they know, or should know, would require them to commit any illegal act. If in doubt as to the legality of an order, members shall request the issuing member to clarify the order or to confer with higher authority.

19. Inconsistent or Conflicting Orders: If a member receives an order that is perceived as inconsistent or conflicting, and if circumstances permit, the member shall point out the conflict to the ranking officer who issued the order. If the conflict is not eliminated, the order shall stand, and be obeyed to the best of the members ability. The responsibility for the order remains that of the ranking officer.

To resolve the situation in which a conflicting order was at issue, the member and the ranking officer who issued the order shall seek resolution of the conflict through the chain-of-command if either or both believe it is appropriate to do so. If an inconsistent or conflicting order issue is not resolved within the department through the above procedure, a member may file an appeal or grievance in accordance with applicable policy and/or collective bargaining agreements.

20. Gifts, Gratuities, Bribes or Rewards: Members shall not solicit, accept or agree to accept from any person, business or organization any gift (including money, tangible or intangible personal property, food, loan, promise, service or entertainment) for the benefit of the members or the Department. Food products brought into the station for consumption by the entire Department may be accepted if approved by the Chief, and it can be reasonably inferred that the person, business or organization does not:

    A. Seek to influence action of an official nature or seek to affect the performance or non-performance of an official duty, or

    B Have an interest that may be substantially affected directly, or indirectly, by the performance or non-performance of an official duty.

    B. Constitute a violation of State Law.

21. Abuse of Position:

    A. Use of Official Position or Identification. Officers shall not use their official position, official identification cards or badges: (1) for personal or financial gain, (2) for obtaining privileges not otherwise available to them except in performance of duty or (3) for avoiding consequences of illegal acts. Officers shall not lend to another person their identification cards or badges or permit them to be photographed or reproduced without the approval of the Chief.

    B. Use of Name, Photograph or Title. Members shall not authorize the use of their names, photographs or official titles, which identify them as members, in connection with testimonials or advertisements of any commodity or commercial enterprise, without the approval of the Chief.

22. Endorsements and Referrals: Members shall not recommend or suggest in any manner, while on-duty, the employment or procurement of a particular product, professional service, bondsman, mortician, etc. In the case of ambulance or towing service, when such service is necessary and the person needing the service is unable or unwilling to procure it or requests assistance, officers shall proceed in accordance with established departmental procedures.

23. Citizen Complaints: Members shall follow established departmental procedures for processing citizen complaints. Members may attempt to resolve the complaint, but shall never attempt to dissuade any citizen from lodging a complaint against any member of the Department.

24. Identification: Officers shall carry their badges and identification cards on their persons at all times when on duty except when impractical or dangerous to their safety or to an investigation. They shall furnish their name or badge number to

any person requesting that information when they are on duty or while holding themselves out as having an official capacity, except when the withholding of such information is necessary for the performance of police duties or is authorized by proper authority. The loss of Official Identification shall immediately be reported to the Department Chief.

25. Courtesy: Members shall be courteous to the public and other members of the Department. Members shall be tactful in the performance of their duties, shall control their tempers, and exercise the utmost patience and discretion, and shall not engage in argumentative discussions even in the face of extreme provocation. In the performance of their duties, officers shall not use coarse, violent, profane or insolent language or gestures, and shall not comment in an offensive manner concerning race, sex, religion, politics, national origin, lifestyle or similar personal characteristics.

26. Requests for Assistance: When any person applies for assistance or advice, or makes complaints or reports, either by telephone or in person, all pertinent information will be obtained in an official and courteous manner and will be properly and judiciously acted upon consistent with established departmental procedures.

27. Associations: Members shall avoid regular or continuous associations or dealings with persons whom they know, or should know, are persons under criminal investigation or indictment, except as necessary to the performance of official duties, or where unavoidable because of other family relationships of the officers. Members in doubt as to application of this rule should report the circumstances in question to the Chief of Police for review.

28. Visiting Prohibited Establishments: Members shall not knowingly visit, enter or frequent a house of prostitution, illegal gambling house or establishment wherein the laws of the United States, the state or the local jurisdiction are regularly violated except in the performance of duty or while acting under proper and specific orders from a ranking officer.

29. Gambling: Members shall not engage or participate in any form of prosecutable illegal gambling at any time, except in the performance of duty and while acting under proper and specific orders from a ranking officer.

30. Public Statements and Appearances: Members shall not address public gatherings, appear on radio or television, prepare any articles for publication, act as correspondents to a newspaper or a periodical, release or divulge investigative information, or any other matters which are not normally available to the public, while holding themselves out as representing the Department in such matters without proper authority.

31. Personal Appearance: Members on duty shall keep their personal appearance and wear uniforms or other clothing in accordance with established department procedures.

32. Political Activity: No member shall engage in any political activity, except voting, while in uniform or on duty. Nor shall any officer use the influence of his or her office in any manner for political purposes.

33. Telephone: Members shall maintain a telephone and shall immediately report any changes of telephone numbers or addresses to their supervisors and to such other persons as may be appropriate.

34. Dissemination of Information: Members shall treat the official business of the Department as confidential. Information regarding official business shall be disseminated only to those for whom it is intended, in accordance with established departmental procedures. Members may remove or copy official records or reports from a police installation only in accordance with established departmental procedures. Members shall not divulge the identity of persons giving confidential information except as authorized by proper authority.

35. Intervention:

    A. Members shall not interfere with cases being handled by other officers of the Department or by any other governmental agency unless:

        1. Ordered to intervene by a ranking officer, or

        2. The intervening officer believes beyond a reasonable doubt that immediate physical harm would result from failure to take immediate action.

36. Required Reports: Members shall submit all required reports on time and in accordance with established departmental procedures. Reports submitted by members shall be truthful and complete, and member shall not knowingly enter, or cause to be entered, any inaccurate, false or improper information.

37. Processing Property and Evidence: Property or evidence, which has been discovered, gathered or received in connection with departmental responsibilities, will be processed in accordance with established departmental procedures. Members shall not convert to their own use, manufacture, conceal, falsify, destroy, remove, tamper with or withhold any property or evidence in connection with an investigation or other police action, except in accordance with established departmental procedures.

38. Abuse of Process: Officers shall not make false accusations of an individual or individuals as to criminal, misdemeanors, municipal ordinance or traffic charges.

39. Use of Department Property: Members shall utilize department property only for its intended purpose, in accordance with established departmental procedures, and shall not abuse, negligently damage or negligently lose department property. Damage shall be reported to a supervisor as soon as practical. All department equipment issued to members shall be maintained in proper order and returned upon request. All department issued property shall be maintained in the condition as issued and no applications, tape, alterations, additions or deletions shall be made without approval of the Department Chief.

40. Operating Vehicles: Members shall operate official vehicles in a careful and prudent manner and in conformance with all laws and all departmental directives pertaining to such operation. Loss or suspension of any driving license shall be reported to a supervisor immediately.

41. Carrying Firearms: Officers shall carry firearms in accordance with law and established departmental procedures.

42. Truthfulness: Upon the order of a ranking officer, members shall truthfully answer all questions specifically directed and related to the scope of employment and operations of the Department that may be asked of them.

43. Treatment of Persons in Custody: Officers shall not mistreat persons who are in their custody. Officers shall handle such persons in accordance with law and departmental procedures.

44. Use of Force: Officers shall not use more force in any situation than is reasonably necessary under the circumstances. Officers shall use force in accordance with law and departmental procedures.

45. Use of Weapons: Officers, while on duty or acting in an official capacity, shall not use or handle weapons in a careless or imprudent manner. Officers shall use weapons in accordance with law and departmental procedures.

46. Arrest, Search and Seizure: Officers shall not make any arrest, search or seizure that they know, or should know, is not in accordance with law or departmental procedures.

47. Unauthorized Equipment: Officers shall not possess any unauthorized personal equipment while on duty. Members shall not duplicate, or procure department badges, identification or insignia without the authorization of the Chief of Police or the Chief's designee, nor shall members possess unauthorized keys, badges, identification or insignia at any time.

48. Civil Actions: Members commencing civil actions for damages sustained in the line of duty shall submit a report detailing the circumstances and the nature of the matter to the Chief of Police.

49. Telecommunications and Radio: Members shall not use department telephones, radios, cellular telephones, mobile data communications equipment, computers, or other departmental equipment for other than departmental use without the authorization of the Chief of Police, or his designee.

50. Tampering: Members shall not tamper with, circumvent, modify, or otherwise alter department equipment without direct authorization from the Chief of Police.

51. Training: Members of the Bayside Police Department are required to successfully complete all training and education required by the State of Wisconsin or the department. Those members who unsuccessfully complete a course on the first effort will be required to attend a second time to successfully complete the required training. If the member does not complete the training or education successfully the second time they may be disciplined. Training and associated costs shall be paid in accordance with the contract between the Village of Bayside and the Associations.

52. Harassment: Harassment is unwelcome conduct that is based on race, color, sex, religion, national origin, disability, and/or age. Harassment becomes unlawful and unacceptable where

1) Enduring the offensive conduct becomes a condition of continued employment, or
2) The conduct is severe or pervasive enough to create a work environment that a reasonable person would consider intimidating, hostile, or abusive.

Anti-discrimination laws also prohibit harassment against individuals in retaliation for filing a discrimination charge, testifying, or participating in any way in an investigation, proceeding, or lawsuit under these laws; or opposing employment practices that they reasonably believe discriminate against individuals, in violation of these laws.

Petty slights, annoyances, and isolated incidents (unless extremely serious) will not rise to the level of illegality. To be unlawful, the conduct must create a work environment that would be intimidating, hostile, or offensive to reasonable people. Offensive conduct may include, but in not limited to, offensive jokes, slurs, epithets or name calling, physical assaults or threats, intimidation, ridicule or mockery, insults or put-downs, offensive objects or pictures, and interference with work performance. Harassment can occur in a variety of circumstances, including, but not limited to, the following:

- The harasser can be the victim's supervisor in another area, an agent of the employer, a co-worker, or a non-employee.
- The victim does not have to be the person harassed but can be anyone affected by the offensive conduct.
- Unlawful harassment may occur without economic injury to, or discharge of, the victim.

53. Sexual Harassment: Sexual harassment by members of the Bayside Police Department will not be tolerated. Sexual harassment is described as unwelcome sexual advances, request for sexual favors, and other verbal, visual, or physical conduct of sexual nature. Sexual conduct that unreasonably interferes with an individual's work or performances or creates an intimidating, hostile, or offensive environment for work constitutes sexual harassment.

54. Misuse of Social Media: No member of the Department shall engage in the use of social media in a way that represents the Department in a negative portrayal. See General Order 4104.

55. Bias: No member shall openly or tacitly display, act, or make negative comments about any person, individual, or group based upon their race, gender, gender identity, ethnicity, appearance, or disability.

55. Employment Outside the Department:

a. Members may engage in off-duty employment with the approval of the Chief of Police, subject to the following limitation: (1) such employment shall not interfere with the members employment with the Department; (2) members shall submit a written notice of off-duty employment to the Chief of Police on an annual basis detailing their outside employment, and (3) members shall not engage, as a bartender, in any employment or business involving the sale or distribution of alcoholic beverages which is licensed or otherwise

regulated, bail bond agencies, or investigative work for insurance agencies, collection agencies or attorneys.

b. Approval may be denied where it appears that the outside employment might: (1) result in a conflict of interest, (2) physically or mentally exhaust the members to the point that their performance may be affected, (3) require that any special consideration be given to scheduling of the members regular duty hours, or (4) bring the Department into disrepute or impair the operation or efficiency of the Department or member.

By Order Of:

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Thomas Liebenthal
Chief of Police

BAYSIDE POLICE DEPARTMENT

GENERAL ORDER	SECTION: 4100	ORDER: 4102
	ISSUE DATE: July 19, 2024	
	REVIEW DATE: May 28, 2027	
	LAST REVIEW: May 28, 2024	
SUBJECT: PROFILING		PAGE 1 OF 2

I. INTRODUCTION

The purpose of this policy is to define profiling and to clearly mandate a prohibition on any type of profiling by members of the Bayside Police Department. This policy also defines supervisory responsibility in the investigation of alleged violations.

II. POLICY

The Bayside Police Department does not condone, nor will it tolerate race-based generalizations and acts, which include racial profiling, uttering racial epithets, or making law enforcement decisions based on race, ethnicity, sex, sexual orientation, physical or mental disability or religion.

III. BACKGROUND

A. Sworn officers have a broad range of discretion when performing their official duties. Decisions to make traffic contacts, to detain and investigate, and to take enforcement action are among the most common. It is important for this agency to be fair and impartial in law enforcement.

B. All persons have a constitutional right to be treated equally, to be free from unreasonable search and seizure or from interference with their freedom by the police when they are not violating any laws. Citizens additionally have a right to be safe from criminal acts and safe from those who would endanger them through motor vehicle violations.

C. The Bayside Police Department is charged with protecting constitutional rights for all, regardless of race, ethnicity, sex, sexual orientation, physical or mental disability or religion.

D. It is the policy of the Bayside Police Department to accomplish the aforementioned, respecting the rights and dignity of all citizens, and at the same time, sending a strong message to violators such behavior will not be tolerated.

III. DEFINITIONS

A. Profiling is the detention, interrogation or any disparate treatment of a person based on (or based on an assumption of) the individuals' race, ethnicity, sex, sexual orientation, physical or mental disability or religion.

B. Reasonable suspicion is more than a mere hunch; it is based on facts and circumstances that would warrant a person of reasonable caution to believe that a violation of law has been committed or is in the process of being committed by the person(s) under suspicion. The source of the facts can be based on the officer's observations, training, experience and/or reliable information from external sources.

IV. PROCEDURE

A. Police officer's decisions to stop, detain, question, further investigate, search, warn or arrest an individual will be based upon reasonable suspicion or cause and will not be based on any type of profiling.

B. Sworn officers and police personnel shall use reasonable suspicion and/or probable cause in the stopping of motor vehicles and in identifying the occupants of motor vehicles. Motor vehicle stops will not be based on any type of profiling.

C. Sworn officers and police personnel may use gender, race, ethnicity or national origin to determine whether a person matches a description of a particular suspect or when such individual factors are previously identified characteristics of a person whom officers or police personnel are lawfully attempting to locate.

D. Racial epithets shall not be used in conversation or written communications unless they are being reported or spoken by another person during the completion of an official report, or as testimony at an official hearing.

E. Supervisors shall record any reports of infractions and investigate breaches of public confidence manifested by racial profiling, the uttering of racial epithets, or other forms of discrimination and profiling.

By Order Of:

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Thomas Liebenthal
Chief of Police

BAYSIDE POLICE DEPARTMENT

GENERAL ORDER	SECTION: 4100	ORDER: 4103
	ISSUE DATE: July 19, 2024	
	REVIEW DATE: May 28, 2027	
	LAST REVIEW: May 28, 2024	
SUBJECT: OFFICER DISCRETION		PAGE 1 OF 2

I. PURPOSE

The purpose of this order is to outline the expectations of employees regarding the use of discretion by sworn officers of the Bayside Police Department.

II. POLICY

Police Officers exercise professional discretion in deciding whether or not to arrest citizens for violations of the law. Other specific laws, department policies, or orders of a supervisor may further limit officer's discretion and direct an officer to affect an arrest.

It is the policy of the Bayside Police Department to define the limits of discretion and guidelines for exercising discretion within those limits.

III. PROCEDURE

A. With each situation, reasonable and appropriate police action varies. Different facts or circumstances may justify an investigation, a detention, a search, an arrest or no action at all. To eliminate discriminatory enforcement of the law and to protect officers of the Bayside Police Department, sworn officers will exercise discretionary judgment in a reasonable manner within the confines directed by:

1. The Oath of Office
2. The confines of authority as described by law
3. The decisions and interpretations established by the courts of law
4. The written orders, directives and ordinances of the Bayside Police Department and the Village of Bayside
5. Written or verbal direction of a supervisory or command officer
6. In general, police officers, using sound professional judgment, may take the following factors into consideration when deciding whether or not to arrest a citizen:

    a. The seriousness and nature of the offense (generally, the more serious the offense, the more likely an arrest is the preferred course of action):

b. The potential that arrest will effectively resolve a conflict;

c. The availability of legal alternatives to arrest that would adequately resolve the conflict or problem;

d. The likelihood a citizen will be deterred from future violations by warning and education;

e. The officer's belief that the citizen made an honest mistake in violation of the law;

f. The vicim-witness interest in prosecution;

g. The potential that arrest will create more serious breaches of the peace or other problems (e.g. riot, unrest, undue danger to officer(s);

7. The following factors are among those that are improper for a police officer to consider in deciding whether or not to make an arrest:

   a. The citizen's economic status, race, ethnicity, gender or other status for which the law prohibits discrimination;

   b. The revenue likely to be generated by fines or penalties imposed upon conviction;

   c. The personal or professional relationship that the citizen has to the police officer or to other influential citizens;

   d. The personal advantage to the officer for processing or avoiding processing of the arrest (e.g., overtime compensation, desire to finish tour of duty, avoidance of paperwork, etc.)

By Order Of:

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Thomas Liebenthal
Chief of Police

I. PURPOSE

The purpose of this order is to outline expectations of employees with respect to their use of social media and social networking and the direct effect such use has upon the reputation and perception of this department.

II. POLICY

Employees of this department shall not use any form of social media or social networking in any way to tarnish the department's reputation. This order will also include personal electronic devices (PED). As employees of this department, you are embodiments of our mission. It is vital that each employee accepts their role as ambassadors of the department, striving to maintain public trust and confidence, not only in their professional actions, but also in their personal and online actions. Any online activity that has the effect of diminishing the public's trust and/or confidence in this department will hinder the efforts of the department to fulfill our mission. By virtue of your employment at a police department, you are held to a higher standard than general members of the public, and your online activities should reflect such professional expectations and standards. Any online actions taken that detract from the mission of the department or reflect negatively on your position as a member of this department, will be viewed as a direct violation of this order.

III. DEFINITIONS

For the purposes of this order, the following definitions apply:

A. Social Media – A variety of online sources that allow people to communicate, share information, share photos, share videos, share audio and exchange test and other multimedia files with others via some form of online or cellular network platforms.

B. Social Networking – Using online forums, message boards or bulletin boards, blogs, and other similarly developed formats, to communicate with others using the same groups while also networking with

other users based upon similar interests, geographical location, skills, occupation, ideology, beliefs, etc.

C. PED – Any electronic device that is employee owned and employee maintained that can be used to access the internet.

D. Mobile Social Networking – Social networking using a mobile phone or other cellular based device.

E. Internet - A computer network consisting of a worldwide network of computer networks that use the TCP/IP network protocols to facilitate data transmission and exchange.

F. World Wide Web – Computer network consisting of a collection of Internet sites that offer test and graphics and sound and animation resources through the hypertext transfer protocol.

G. Blog – A series of entries, written by either one person or a group of people, in an online journal, usually posted in chronological order, like a diary. Blogs can allow comments on entries or not.

H. Blogging – To read, write or edit a shared online journal. Blogging can also encompass the act of commenting – and engaging with another commenter's – on any blog, including one operated by a third party.

I. Post – An item inserted to a blog or an entry to any type of computerized bulletin board or forum.

J. Posting – The act of creating, uploading, editing, or adding to any social media outlet. This includes text, photographs, audio, video, or any other multimedia file.

K. Forum – an online discussion site.

L. Comments – Responses to a blog post, news article, social media entry or other social networking post.

M. Commenting – The act of creating and posting a response to a blog post, news article, social media entry or other social networking post. Commenting can also entail the act of posting an original composition to an unrelated post or article.

N. Avatar – A computer user's representation of himself/herself, or an alter ego.

O. Identity – An online identity, internet identity, or internet persona that a social networking user establishes. This can be a real name, an alias, a pseudonym, or a creative description.

P. Handle – The name of one's online identity that is used most frequently.

Q. User Name – The name provided by the participant during the registration process associated with a web site that will be displayed publicly on the site.

R. Member – An individual belonging to the organization known as the Village of Bayside Police Department by virtue of employment.

S. Employee - A member of the Village of Bayside Police Department who is employed for wages, salary, or some other previously agreed upon compensation or right.

IV. REGULATIONS

A. Employees are prohibited from using department computers or cell phones/devices for any unauthorized purpose, including participation in social media or social networking.

B. Employees are prohibited from using any social media or social networking while on duty unless permission is granted for investigative or public information purposes.

C. Unless granted explicit permission, employees of this department are prohibited from posting any of the following on any social networking platform, either on their own sites, the sites of others known to them, the sites of others unknown to them, news media pages, or other information exchange forums:

1. Any text, photograph, audio, video, or any other multimedia file related to any investigation, both current and past, of this department.

2. Any text, photograph, audio, video, or any other multimedia file related to any past or current action of this department, either in homage or critique.

3. Logos, badges, seals, uniforms, vehicles, equipment or any item or symbol that is affiliated with this department.

4. Any item, symbol, wording, number, likeness, or material that is identifiable to this department.

5. Any text, photograph, audio, video, or any other multimedia file that is related to any occurrence within the department.

D. Employees who choose to maintain or participate in social media or social networking platforms while off duty shall conduct themselves with professionalism and in such a manner that will not reflect negatively upon the department or its mission. In the course of operating or participating in such venues, the following regulations shall apply:

1. Unless explicitly granted permission by the department, members shall not identify themselves, in any way, as an employee of this department.

2. Members shall not use any reference to infer they are employees of this department during social media or social networking participation or maintenance.

3. Members will be held responsible for the content that appears on their maintained social media or social networking sites and will be obligated to remove any posting or material contributed by others that identifies the officer as an employee of the department.

4. Members will be held responsible for the content that appears on their maintained social media or social networking sites and will be obligated to remove any

posting or material contributed by others that identifies the officer as an employee of the department.

5. Sexually graphic or explicit material of any kind shall not be posted by any member of this department on any form of social media or social networking site.

6. Sexually graphic or explicit material posted by others to the member's social media or social networking sites shall be immediately removed by the member.

7. Weapons, owned by this department and/or owned personally or privately, shall not be displayed or referenced to, in any multimedia format, on social media or social networking sites if such displays or depictions promote or glorify violence.

8. Any text, photograph, video, or any other multimedia file included on a social media or social networking site that infers, implies, states, or otherwise expresses the member's views on the public shall not be detrimental to the department's mission, nor shall it in any way undermine the public's trust or confidence in this department.

9. Any text, photograph, audio, video, or any other multimedia file included on a social media or social networking site that infers, implies, states, opines, or otherwise expresses the member's views on the legal, judicial or criminal systems shall not, in any way, undermine the public's trust and confidence in this department.

10. Any posting that detracts from the department's mission will be considered a direct violation of this policy.

E. Unless serving as an explicitly permitted tool of public information or community outreach, no employee shall use their rank and/or title in any social media or social networking activity.

F. Members who are brought under investigation related to the department's operation, productivity, efficiency, morale, or reputation, may be ordered to provide the department, or its designated investigator, with access to the social media and social networking platforms in which they participate or maintain.

G. Members who are brought under investigation related to the department's operation, productivity, efficiency, morale, or reputation, may be ordered to provide the department, or its designated investigator, with access to the social media and social networking platforms in which they participate or maintain.

H. If requested, any employee shall complete a special report attesting to all the social media and social networking platforms in which they participate or maintain.

I. Any candidate seeking employment with this department shall advise the department of all the social media and social networking platforms in which they participate or maintain. The candidate shall be required to provide the designated background investigator with access to the social networking platforms in which they participate or maintain.

By Order Of:

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Thomas Liebenthal
Chief of Police

I. INTRODUCTION

It is essential that officers demonstrate high police standards in their conduct and personal appearance whether on or off duty. Your authority is an important responsibility. You must present yourself in a manner that will not impair the self-respect of the citizens over whom the authority is exercised nor the dignity and authority of the Bayside Police Department that has entrusted it to you.

II. POLICY

Public opinion of the police department is influenced by the personal appearance of all its officers. Officers are duty bound to maintain a neat appearance, keep physically fit, and be a model of police demeanor.

III. GENERAL GUIDELINES

Department employees, while on duty, will maintain a neat and conservative appearance. The wearing of the department uniform will be in accordance with established department policy (General Order #4301).

A. Clothing

1. Personnel assigned to positions that require the wearing of a department uniform shall keep their uniforms clean, neat and in good repair.

2. Business casual clothing is permitted for police officers when they are on duty but not required to wear a uniform. Business casual clothing is defined as follows:

   a. Tops: Polo shirts, button-down shirts, blouses, sweaters, and light jackets.

   b. Bottoms: Khakis, chinos, slacks, skirts, and dresses of professional length.

   c. Shoes: Loafers, dress shoes, and boots.

Police officers should avoid wearing clothing that is too casual, such as denim jeans, shorts, t-shirts, or flip-flops. They should also avoid wearing clothing that is too revealing.

The goal of the business casual dress code is to allow police officers to dress in a comfortable and professional manner while still maintaining a sense of authority.

When involved in physical training the wearing of more informal sports clothing may be appropriate depending on the subject matter of the training.

3. Officers assigned to surveillance or plain-clothes duties should check with their supervisor to determine the proper attire for the assignment.

B. Other Accessories

1. Other uniform accessories such as tie tacks, tie bars, whistle chains, etc. may be worn if they are of conservative style and complementary to the uniform. These items may not contain advertising.

2. Personal jewelry should be in good taste, of conservative style and not detract from the professional appearance of the uniform. Earrings shall not be worn by uniformed sworn officers without the permission of the Chief of Police or the authorized designee. Necklaces may be worn inside the uniform shirt. Bracelets and rings may be worn at the officer's discretion subject to the following qualifications:

   a. Supervisors have the authority to direct officers to remove any personal item that they deem to be potentially injurious to the officer or any other person in the course of reasonably anticipated police activities.

   b. There will be no department reimbursement for loss or damage to non-essential personal jewelry or equipment.

C. Grooming

1. Hairstyles of all members shall be neat in appearance. For male sworn officers, hair must not extend below the top edge of the uniform collar while assuming a normal stance.

   For female sworn officers, hair must be no longer than the horizontal level of the bottom of the uniform shoulder patch when the employee is standing erect and worn up or in a tightly wrapped braid or ponytail.

2. Mustaches, goatees, and beards are permitted with approval of the Chief of Police, but they must be neatly trimmed and closely cropped.

a. Facial hair shall not be dyed any color other than a natural hair color. No adornments, ribbons or any other items may be affixed to facial hair.

b. Partial beards known as "soul patches" are prohibited.

c. Extreme styles of facial hair will not be allowed and may be ordered trimmed or shaved as deemed necessary by the Chief of Police or his/her designee. Any decision by the Chief is final and not subject to the grievance process. This section regarding facial hair may be removed or modified by the Chief of Police at any time.

D. Tattoos

1. While on-duty or representing the Department in any official capacity, tattoos or other body art may be required to be kept covered if they are considered excessive, or if they have a potential negative impact on the Department. The Chief of Police shall be the sole and ultimate authority in determining if a member is required to cover a tattoo while on duty. If required, tattoos shall be covered in a manner approved by the Chief of Police.
2. At no time while on duty or representing the Department in any official capacity shall any offensive tattoo or body art be visible. Examples of offensive tattoos include but are not limited to those that exhibit or advocate discrimination; those that exhibit gang, supremacist, or extremist group affiliation; and those that or promote drug use, sexually explicit acts, or other obscene material.
3. Visible tattoos on the ears, head, face, or neck are prohibited.

E. Body Piercing or Alteration

1. Body piercing or alteration to any area of the body that is visible in any authorized uniform or attire, and that is a deviation from normal anatomical features and that is not medically required is prohibited. Such body alteration includes, but is not limited to, the following:

A. Tongue splitting or piercing.

B. The complete or transdermal implantation of any material other than hair replacement or breast augmentation.

C. Abnormal shaping of the ears, eyes, nose, or teeth.

D. Branding or scarification.

IV. NOTIFICATION

The Department shall, at the time of hiring, notify each employee of the personal appearance standards (Wis. Stat. § 103.14).

By Order Of:

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Thomas Liebenthal
Chief of Police

BAYSIDE POLICE DEPARTMENT

GENERAL ORDER	SECTION: 4200	ORDER: 4202
	ISSUE DATE: July 19, 2024	
	REVIEW DATE: June 26, 2027	
	LAST REVIEW: June 26, 2024	
SUBJECT: COURT APPEARANCES		PAGE 1 OF 2

I. INTRODUCTION

Police officers have a duty to appear in court as a continuation of the legal process. This duty applies whether officers are on duty or off. Police officers of this department will appear in court to give proper testimony whenever required. Scheduling conflicts can be coordinated with the North Shore Clerk of Courts or the Milwaukee County District Attorneys Office. It will be the responsibility of the individual officer to contact the appropriate personnel in an attempt to reschedule any court or case related issue. Officers are required to notify the Shift Supervisor of any changes in circuit court appearances or failing to appear. Absence from scheduled court appearances could result in disciplinary action in addition to possible contempt charges.

II. GUIDELINES

A. Municipal Court

1. The Court Clerk will send an email to officers advising them of the court date. The email notification carries the same expectations as a subpoena.

2. Officers will not be required to appear for the initial appearance of the defendant unless notified by the Village Prosecutor or Clerk of Courts.

3. Officers wishing to adjourn a case or have a subpoena recalled shall send an email request to the Court Clerk. Requests for adjournment should be made as soon as possible after receiving notice of the court date. The Court Clerk will advise whether the request is approved.

   In cases where there is conflict between attending Circuit Court and Municipal Court, Circuit Court takes precedence.

B. Federal and Circuit Court

Officers will occasionally be required to testify or give evidence in a case at a state or federal level. Notification of these proceedings is usually sent to the officer in the form of an email with a scan of an official subpoena. All subpoenas received by officers are to be turned over to the Shift Supervisor for notification and scheduling purposes. Any problems with potential scheduling conflicts should be discussed at this time.

1. Officers wishing to adjourn a case, have a subpoena recalled, or be placed on call shall notify the District Attorney's Office and receive permission prior to dismissing the subpoena. The officer is also responsible for notifying the other officers involved and his/her Shift Supervisor of any changes. The Shift Supervisor will update the information on the schedule.

By Order Of:

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Thomas Liebenthal
Chief of Police

I. INTRODUCTION

Police Service is unique in its role as the protector of individual and community safety, and police officers are frequently responsible for urgent crisis intervention at scenes where persons are beyond control in normal circumstances. The Bayside Police Department works to employ, train and deploy persons who are versatile, capable, intelligent, and excellent in neutralizing serious disputes, which often include violence.

Firearms are a tool of last resort for police officers that must protect lives through the application of appropriate legal standards and training. It is an officer's unique duty to make every effort to correctly and conscientiously use skills to try to safely diffuse violent crisis situations. Some situations may be so uncontrollable or violent that in order to protect one's personal safety or the safety of a third person, the officer must intervene with deadly force in an effort to prevent the aggressor(s) from inflicting death or great bodily harm. The criteria for an officer's use of deadly force are very specific and are found in Wisconsin State Statutes and Department Policy.

Department policy is intended to provide guidelines for officers only and does not apply in any civil or criminal proceeding. The Department policy should not be construed as the creation of a higher legal standard of safety or care in an evidentiary sense with respect to third party claims.

Violations of this directive will only form the basis for departmental administrative sanctions. Violations of law will form the basis for civil and criminal sanctions in a recognized judicial setting.

II. GENERAL POLICY

It is the policy of the Bayside Police Department that all sworn officers will show proficiency, familiarity, and expertise in the safe handling and use of Department authorized firearms before being allowed to carry or use such firearms. Officers of this Department shall only carry or use those firearms for duty and/or off-duty use that are clearly in conformance with Department rules and policy, and as shown by prior training and demonstrated skill.

Any off-duty handgun carried by a police officer must meet the identified criteria in Department policy. Only weapons and ammunition meeting Department-authorized specifications shall be used by officers of this Department in the performance of their duty.

III. NON-ISSUED / PRIVATELY OWNED PERSONAL FIREARMS

Any officer who chooses to carry a non issued personal firearm either on or off-duty must meet the following criteria prior to carrying such weapon:

A. The use of non-issued personal firearms either on or off-duty shall only be authorized after specific written approval is obtained by the Chief of Police. Approval is conditioned upon demonstration that the characteristics of the non-issued firearm fall under department requirements and the officer shows proficiency as set forth in the guidelines of this department.

B. Officers that choose to carry an off-duty firearm are restricted to carry either their duty weapon or another authorized weapon approved by the Department Range Officer(s) and the Chief of Police.

C. The Chief of Police must approve an officer's request to carry a specific make, model, and serial number of off-duty firearm if such firearm is different from that authorized to be carried by the officer for duty use. Officers must demonstrate proficiency in the use of such firearms by complying with the standards set forth in the general order regarding firearms training (Order 3204) before being authorized to carry such weapons.

IV. AUTHORIZED WEAPONS AND AMMUNITION

A. Officers shall only use those weapons and/or ammunition authorized by the Bayside Police Department in the performance of their duties as is indicated by current department policy. Current sidearm and long guns authorized and put into service currently by the Department include:

1. The mandatory sidearm is a Glock Model #17 Generation 5 MOS 9mm caliber pistol. Duty ammunition shall be described in a separate memorandum and will be based upon best practices and research performed by the Department Range Officers.

2. Long guns located in squads and Armory.

   a. (6) Sig Sauer .223 caliber long rifles
   b. (5) Remington 870 12-gauge shotguns
   c. (1) Remington Fieldmaster Model #572 .22 long rifle
   d. Duty ammunition shall be described in a separate memorandum and will be based upon best practices and research performed by the Department Range Officers.

e. Shotguns shall deploy Defense Technology Corporation of American 12 gauge drag stabilized bean bags (shotguns are considered less-than-lethal weapons).
f. All practice ammo will be selected by firearms instructors depending on current market conditions and availability.

3. Mandatory Authorized Less Than Lethal Weapons

a. Taser 7 CEW (Conducted Electrical Weapon)
b. ASP 24" Expandable Baton
c. 1.5-ounce First Defense (Stream) MK-3 Capsaicin Spray

B. Only officers demonstrating proficiency in the use of department authorized weapons by complying with the standards set forth in department policy will be allowed to carry such weapons.

C. Officers are advised to consult with the department Range Officer(s) for more specific information regarding firearms and other Department authorized weapons for policy clarification.

By Order Of:

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Thomas Liebenthal
Chief of Police

I. INTRODUCTION

Police weapons must always function safely and reliably. While the various weapons issued or approved for use on duty by the department are reliable, durable mechanisms, they are also precision instruments that require reasonable care on a regular basis. Exposure to the elements, long term neglect, even normal usage could eventually affect the reliability of these weapons adversely. The manufacturers of these weapons recommend a conscientious maintenance program consisting of routine cleaning and preventative maintenance by the user combined with periodic inspections by a qualified armorer.

II. PURPOSE

The purpose of this directive is to establish responsibility for the maintenance and repair of all duty weapons at regular intervals.

III. APPLICABILITY

This directive shall apply to weapons owned and issued by the department and to those belonging to department members who have been authorized to carry a personally owned weapon on duty. This directive shall be administered according to current policies relating to department and personally owned weapons.

IV. SIDEARMS

A. Officer Responsibility

1. **Inspection**: Every officer, regardless of assignment, should perform a visual and operational inspection of his/her sidearm weekly, following the procedures set forth by department armorers.

2. **Cleaning**: Every officer, regardless of assignment, should thoroughly clean and lubricate his/her sidearm:

   a. After each shoot, or each time following the discharge of the weapon.

   b. Following significant or prolonged exposure to moisture, dust, or other contaminants.

3. All breakages and malfunctions of a sidearm shall be immediately referred to a Department Range Officer via an official department memo.

B. Department Range Officer Responsibility

1. **Inspection**: On at least an annual basis, a Department Range Officer shall disassemble, clean and lubricate, safety inspect, function test, and test fire each sidearm carried on duty by department members.

2. **Repair**: A Department Range Officer shall either perform necessary repairs or adjustments to all sidearms carried on duty or arrange for this service through a factory-authorized facility.

C. Special Safety Restrictions

For the safety of all officers, the following shall be strictly prohibited in reference to any handgun carried on duty:

1. The alteration, modification, or replacement of any part of the weapon without first consulting with a Department Armorer.

2. Removal of a revolver's side plate, or disassembly of the semi-auto beyond removal of the slide, guide rod, spring, and the barrel.

V. SHOULDER WEAPONS

A. Squad Weapons

1. Patrol Personnel:

a. Immediately prior to beginning a tour-of-duty, all officers and supervisors shall inspect the shoulder weapon(s) of the squad assigned to them following the guidelines provided by the Range Officers.

b. All breakages and malfunctions of a squad weapon shall be immediately referred to a Department Range Officer via a Patrol Supervisor in memo form.

2. Department Range Officer:

a. **Inspections**: On at least an annual basis, a Department Range Officer shall disassemble, clean, and lubricate, safety inspect, function test, and test fire each squad weapon.

b. **Repair**: A Range Officer shall either perform necessary repairs or adjustments to all squad weapons or arrange for this service through a factory-authorized facility.

VI. MAINTENANCE AND REPAIR RECORDS

A. Sidearms / Shoulder Weapons

1. Inspection of shoulder weapons located in patrol units should be inspected daily prior to an officer's shift to ensure the weapon is loaded and operating properly.

2. Range Officers shall maintain a permanent record of all inspections, adjustments, and repairs performed by them on all sidearms carried on duty by officers in addition to all shoulder weapons owned by the department.

By Order Of:

_____

Thomas Liebenthal
Chief of Police

I. INTRODUCTION

Department patrol vehicles have been equipped with both a rifle and a less than lethal shotgun. Each weapon is intended to complement the other and provide the officer with an immediate choice when confronted by various circumstances. The rifle is intended to deliver accurate, effective fire beyond range considered safe for a shotgun or that is likely to be effective with a handgun.

II. PURPOSE

The purpose of this directive is to establish guidelines for the proper inspection of each squad weapon prior to an officer's tour of duty.

III. GUIDELINES

A. Sig Sauer M400 SWAT Rifle (.223 Cal.)

1. The Sig Sauer M400 SWAT is racked inside each marked squad car. An officer must ensure the weapon is not charged prior to his/her tour of duty. This is determined by slightly pulling back the on the charging handle and visually inspecting the chamber for a live round. **If the weapon is charged, remove it from the rack and unload it in the armory utilizing the bullet trap following the procedures outlined in 3 through 5 below.**

2. Next **remove** the 30-round magazine from the weapon and check that it is fully loaded, but not exceeding the 30-round capacity.

The following should be done if the weapon is stored or replaced in the squad after maintenance. This procedure shall be conducted in the armory utilizing the bullet trap.

3. With your finger off the trigger pull the charging handle to the rear and lock it open.

4. Close the action by pressing the bolt catch release. Put the weapon on safe.

5. Insert the magazine making sure that it is locked into place by pulling down on it. Replace the weapon in the squad rack.

B. Remington 870 Shotgun (Less Than Lethal)

1. The shotgun is also mounted inside each marked squad car. All Department shotguns now utilize less than lethal ammo and have an orange stock and forearm pump. Before each shift check to make sure the weapon is not loaded but has four shells in the magazine tube. This can be done without removing the weapon from its rack by physically checking the shells in the magazine tube with one's finger as well as inspecting the receiver for a shell in the breech. The weapons safety should be on while in the rack.

2. **If the weapon is loaded, report it to your shift commander and follow the procedures outlined in steps 3 and 4 below.**

3. With the safety on, remove the weapon from the rack and prepare to unload the weapon in the armory. With the muzzle of the shotgun pointed up, pull the forearm pump to the rear, and remove the shell from inside the receiver. Reach inside on the right side of the receiver and push the shell catch for the magazine that will release the three other shells in the magazine tube. Visually and physically check to make sure all the shells are expelled, and the weapon is cleared of ammo. Cycle the forearm pump so the weapon is locked shut and place the muzzle of the shotgun in the bullet trap. Push the safety off and fire the weapon. **If there is a problem with the shotgun place it unloaded in the weapons storage locker and inform a supervisor.**

4. If the weapon functions properly push the safety on and replace the four shells in the magazine tube. Replace the weapon in the squad rack.

REMEMBER: **There are no accidental discharges. For these weapons to fire, they must be loaded, and the trigger depressed.**

1. Keep your finger off the trigger.

2. Make sure the safety is on.

3. Unload the weapon in the armory and use the bullet trap.

4. Always visually and physically inspect the weapon to make sure it is empty.

5. Never store a loaded weapon.

6. If a weapon is found loaded or charged, follow the procedures outlined in this directive to make the weapon safe and inform a supervisor.

7. When handling a weapon always lock open the breech or slide and visually check the weapon to make sure it is not loaded with any live rounds.

By Order Of:

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Thomas Liebenthal
Chief of Police

BAYSIDE POLICE DEPARTMENT

GENERAL ORDER	SECTION: 4300	ORDER: 4304
	ISSUE DATE: July 19, 2024	
	REVIEW DATE: May 30, 2027	
	LAST REVIEW: May 30, 2024	
SUBJECT: ASSIGNMENT AND USE OF VEHICLES		PAGE 1 OF 3

I. INTRODUCTION

The department maintains a fleet of vehicles for use by department personnel in the performance of their official duties and responsibilities. Performance characteristics in vehicle equipment will vary depending on the intended use of the vehicle. This policy sets forth guidelines and standards for the care and maintenance of department vehicles and their safe operation.

II. GENERAL POLICY

A. When not being operated under emergency situations, department vehicles are to be operated safely and properly in full compliance with all traffic laws and regulations.

B. Every effort should be made to maintain vehicles in safe operating condition.

1. All personnel assigned the use of a vehicle per the daily duty roster are responsible for checking the cleanliness and general operating level of their assigned vehicles daily. Circumstances permitting, the operator must also check the safety features of the vehicle before commencing operation. The check should include (but not limited to) all lights, brakes, siren, horn and steering.
2. All personnel shall examine their vehicles at the beginning and end of their shifts for damage and shall report any damage immediately to their supervisor.
3. Officers shall examine their vehicles at the beginning and end of their shifts to search for evidence, contraband, or property discarded by prisoners or others.

C. Department vehicles are to be used only in connection with official duties or other authorized activities unless previously discussed and authorized by the Chief of Police.

D. Department vehicles are to be operated only by department employees, other authorized Village personnel specifically authorized to do maintenance work on department vehicles, and other persons who may be authorized by the Chief of Police. Only under emergency circumstances are other individuals authorized to operate department vehicles.

E. The Chief of Police shall designate an appropriate officer to the collateral duty assignment to fleet maintenance officer. The fleet maintenance officer will have the following duties:

1. Monitor and coordinate routine and special maintenance for all department vehicles.
2. Make sure weekly inspections are made of all department vehicles (check sheets) to ensure their safe operating condition and that all equipment is present and in good working order.
3. Maintain current maintenance and inventory records for all department vehicles and equipment contained therein.
4. Periodically review the vehicles and vehicle related equipment and safety needs and make recommendations as to necessary action to the Chief.

III. VEHICLE ASSIGNMENTS

The type of vehicle determines the performance characteristics and the equipment that is available in the vehicle. The purpose for which a vehicle is intended to be used determines the type of vehicle assigned. The daily duty roster lists the assignment of vehicles to specific officers. The department has established a patrol vehicle assignment system to effectively distribute mileage among department vehicles. The fleet maintenance officer shall monitor vehicle mileage and set the vehicle assignments as necessary to evenly distribute patrol mileage across the fleet.

A. Marked Patrol Vehicles

1. To ensure department visibility a minimum of two marked patrol vehicles shall be utilized on each shift unless otherwise noted.
2. Lieutenants shall patrol in marked patrol vehicles.
3. On shifts with three or more officers, the shift commander may authorize the use of the unmarked squad for patrol, surveillance, traffic watch, or as necessary for special assignments.

B. Unmarked Patrol Vehicle

The unmarked patrol vehicle may be utilized by an officer for patrol when there are three or more officers working and a minimum of two marked patrol vehicles are already being utilized. This vehicle may also be used for special assignments when authorized by a supervisor.

D. Training / Utility Vehicle

This vehicle is unmarked and is not equipped with a radio or emergency lights. It is currently used for transportation of village staff for a wide variety of purposes. It is used for transportation to training and/or schools when available. It is not to be used as a vehicle for patrol or enforcement purposes. Its use is on a first come first serve basis. Employees need to see if it is currently being used by other personnel prior to its use. Keys are generally available through Village Hall staff or coordinate through PD administrative staff.

F Department Bicycles

Use of the police equipped mountain bicycle(s) is restricted to members of the Department who are outfitted for and trained in their operation. Other members of the Department may utilize a bicycle in a special situation with prior authorization from a supervisor.

By Order Of:

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Thomas Liebenthal
Chief of Police

I. PURPOSE

The purpose of this Order is to provide guidelines for the issuance and replacement of body armor.

II. POLICY

It is the policy of the Bayside Police Department to maximize officer safety through the wearing of body armor in conjunction with the practice of prescribed safety procedures. While body armor provides a significant level of protection, it is not a substitute for sound, basic safety procedures.

1. Issuance of Body Armor

A. The Department will pay for the cost of body armor up to the specified allowable amount. Any cost above this allowable amount will be the responsibility of the individual officer. This amount may change with each purchase and replacement cycle. All body armor must comply with the current minimum standards prescribed by the National Institute of Justice and be included in their grant list for consideration.

B. All officers shall be required to wear body armor with their uniform during field assignments.

C. The Department will maintain a record of all body armor purchased to ensure proper replacement cycles.

D. Both uniformed and non-uniformed officers are required to wear the department issued body armor at all times while on duty unless exempted as follows:

- When the officer is involved in undercover or plain-clothes work that a supervisor determines would be compromised by the wearing of body armor.

- When the officer is assigned to perform an administrative function or is assigned to duties that require extensive periods of station time.

- When the officer is assigned to a training session or school.

2. Types of Body Armor allowed under this Order

A. *Conventional*, under the uniform shirt body armor.

All ordered armor must comply with the NIJ Standard-0101.06 by the NIJ Compliance Testing Program and is listed in the current NIJ Compliant Products List. Each officer will be allowed one inner carrier at the expense of the Village. Additional carriers may be purchased but the associated cost(s) is the responsibility of each individual officer.

B. *Tactical Outer Carrier* – High visibility outer garment to be used in an "over-the uniform" tactical fashion. Can be taken on and off easily. Carrier must be approved by the Chief of Police prior to purchase and NIJ compliant.

C. *Uniform Carrier* – Is a carrier for officers who want an outer external garment that can be taken on and off with greater ease than conventional under the uniform armor. The uniform carrier matches uniform shirts in both style and color. Style and model must be approved by the Chief of Police.

D. Tactical Ballistic Vest

The Department has 3 "Titan Assault Enhanced" model BA-3A00-BR01 tactical vests that are available to all officers. These vests will be located and stored in the Department Armory and are used by officers in tactical situations where a perceived danger exists that could exceed the level of protection one's duty armor provides. The decision to wear this armor will be up to each individual officer.

3. Replacement of Body Armor

A. Any vest that has been shot or seriously compromised will be immediately replaced.

B. Body armor will be replaced after five (5) years of use. New body armor will be made available consistent with Section 1A.

C. The Department will determine on a yearly basis which vests are scheduled for replacement. Those officers that need to replace their body armor will be notified and shall inform the department of the specific make and model of the requested replacement vest. Officers are not to order replacement body armor on their own. Upon Departmental approval, officers will be notified of the procedures and payment guidelines to obtain the replacement vest.

D. Body armor purchased under this Order remains the property of the Department and shall be returned to the Department upon request.

4. Care and Maintenance of Department issued Body Armor

A. Each officer is responsible for the proper storage of body armor in accordance with manufacturer's instructions and daily inspection for signs of damage and general cleanliness.

B. Since dirt and perspiration may erode ballistic panels, each officer shall be responsible for cleaning their body armor in accordance with the manufacturer's instructions.

C. Officers are responsible for reporting any damage or wear to the ballistic panels or cover to their shift supervisor.

5. Ballistic Helmets

A. Ceradyne Level 3A Ballistic Helmets have been provided to all officers for additional protection in the event of a high-risk incident, dangerous event, or a situation where a high probability of the use of deadly force will occur. Officers are required to have their helmet readily available while on patrol. Helmet carry bags have been provided to each officer. Every officer shall carry their helmet with them while on patrol and have this helmet available to them at all times.

B. Each officer is responsible for the care, maintenance, and security of their helmet. Any damage or loss is to be reported to a supervisor, and the helmet shall be returned to the Department upon separation. Helmets should be kept in the supplied bag while not in use.

C. Any modifications, the removal or attachment of stickers, markings, paint, or any other customization is not allowed unless authorized by the Chief of Police.

D. If an officer needs to clean their helmet, do not apply any cleaning or deodorizing agents. These agents could possibly break down the protective qualities of the helmet and make it less effective. Clean the helmet with water only.

E. The helmet is constructed so that the energy of an impact may be absorbed through partial deconstruction of the headgear although damage may not be visible to the naked eye. If the helmet suffers such an impact, it should be destroyed and replaced. The Village will be responsible for replacing any helmet that is subject to such an impact.

By Order Of:

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Thomas Liebenthal
Chief of Police

BAYSIDE POLICE DEPARTMENT

GENERAL ORDER	SECTION: 4300	ORDER: 4307
	ISSUE DATE: July 19, 2024	
	REVIEW DATE: May 30, 2027	
	LAST REVIEW: May 30, 2024	
SUBJECT: TOURNIQUETS		PAGE 1 OF 2

I. PURPOSE

The Bayside Police Department has distributed tourniquets to all their officers as part of an officer safety and crisis response strategy that includes response to "Active Shooter" incidents where immediate care is needed to prevent loss of life. Tourniquets are designed to treat severe wounds to arms and legs with severe bleeding caused by gunshot wounds, auto accidents, and injuries from explosives. The application of a tourniquet may be the best initial option to control severe extremity bleeding especially when a person has signs of hypovolemic shock (caused by blood loss), extremity injuries from explosive devices that result in the complete or nearly complete severing of limbs, in mass casualty situations, or when bleeding is profuse.

NOTE: In most incidents, the availability of immediate medical care and/or immediate transportation to a trauma center should be considered prior to the use of a tourniquet.

II. GUIDELINES

1. All officers will receive training during tourniquet distribution, recruit, and EMS training on tourniquet usage prior to being issued as part of their equipment to be carried on duty.

2. The tourniquet will be carried while on duty on your person and readily available. It will also be carried to all scheduled training events and activities where the official departmental uniform is worn. All equipment shall be maintained in good working condition and kept clean and presentable at all times. Regular inspections may be conducted by supervisory personnel.

3. The tourniquet will be used in a manner consistent with the established training and as part of the overall sequence for treatment of hemorrhage control (direct pressure, bandages etc.). The use of the tourniquet other than the one issued by the department is permissible to prevent loss of life in extreme circumstances.

4. Always follow universal precautions for blood-borne pathogens and follow training guidelines and manufacturer's instructions when applying a tourniquet. Always note and record the time the tourniquet was applied and turn information over to EMS.

5. Once a tourniquet has been applied it should only be removed and disposed of by hospital personnel.

III. DOCUMENTATION OF USE AND REPLACEMENT OF TOURNIQUET

1. Any use of a tourniquet will be noted on an official Bayside Police Department Incident Report.

2. A replacement tourniquet will be provided to officers when a memo is provided to the Chief of Police or his designee explaining the circumstances surrounding the need for a replacement.

By Order Of:

_____

Thomas Liebenthal
Chief of Police

A. Application and Agency Information

Case Id: 30259
Name: Village of Bayside - 2025
Address: 9075 N Regent Rd, 9075, BAYSIDE, WI 53217-

Completed by rsafstrom@baysidewi.gov on 7/8/2024 10:34 AM

A. Application and Agency Information

Please provide the following information.

A.1. Project Title:
Fox Point/Bayside Senior Citzens Operations - LX Club

A.2. Agency/Entity Name:
Village of Bayside

A.3. Agency Address:
9075 N Regent Rd 9075 BAYSIDE, WI 53217-1239

A.4. Unique Entitiy Identifier
All agencies receiving federal money must register for a UEI. In April 2022, The federal government phased out the use of the DUNS replacing it with the UEI. For more information please click here
013-095-328

A.5. Federal Tax ID Number:
39-6008580

A.6. Date of Incorporation:
02/13/1953

A.7. Annual Operating Budget:
$12,640,607.00

A.8. Number of Paid Staff:
57

A.9. Number of Volunteers:
3

A.10. Type of Agency:
Gov't/Public

Other

PRIMARY CONTACT
A.12. First Name
ANDREW

A.13. Last Name
Pederson

A.14. Phone
(414) 206-3925

A.15. Email Address
apederson@baysidwi.gov

FUNDING REQUEST
A.16. Total funding requested in this application:
$6,238.00

PROJECT INFORMATION
A.17. Total cost to complete project:
6238.00

A.18. Project Category (check only one):
Public Service

A.19. Target Clientele – Will the project serve Individual Clients (IC) or Households (HH)? Identify the projected target population your proposed activity will serve. Include age, race, residency, handicap status, income level or other unit characteristics or subgroup information.
The target population the LX Club serves are the Senior Citizens of Fox Point and Bayside, WI.

A.11. Agency Mission Statement:

To be a leader in accountable and innovative public service, striving for continual enhancement in the quality of the Village.

B. Project Details & Approach

Completed by rsafstrom@baysidewi.gov on 7/8/2024 10:57 AM

Case Id: 30259
Name: Village of Bayside - 2025
Address: 9075 N Regent Rd, 9075, BAYSIDE, WI 53217-

B. Project Details & Approach

Please provide the following information.

B.1. Provide a concise description of the proposed project.
NOTE: If project is related to Code Enforcement, please include your definition of code enforcement for your program, as well as, how your code compliance program will be structured and staffed.
Community Development Black Grant (CDBG) funds will be used toward the personnel costs of the Fox Point-Bayside LX Senior Citizens Center. The Senior Citizens Center serves members of the Fox Point-Bayside LX Senior Citizens Club, whose memberships primarily consist of Fox Point, WI and Bayside, WI residents. These funds will enable the LX Club to pay for a staff member to help with programs, cleaning operations, and general administration of the organization.

B.2. Project Addresses/Jurisdiction:
600 E Henry Clay St Whitefish Bay, WI 53217

B.3. Project Start Date:
01/01/2024

B.4. Anticipated Completion Date:
12/31/2024

B.5. Project's days/hours of operation:
Hours of operation are as needed.

B.6. CDBG National Objective: Which CDBG National Objective does your proposed project meet?

☐ **LMA - Area Benefit: At least 47.48% of residents within the targeted area are low to moderate income (LMI.)**

☑ **LMC - Limited Clientele: At least 51% of clientele to be served will be documented as LMI**

☐ **LMC/PB - Presumed Benefit: Project must exclusively serve one of the following groups. Select the benefit group from the list:**

☐ **LMH - Housing - select one:**

☐ **LMJ - Job Creation: At least 51% of jobs created for LMI persons**

☐ **SBA - Slum and Blight Area**

☐ **SBS - Slum and Blight Spot**

B.7. The Milwaukee County Consolidated Plan goals are listed below. Select the goal appropriate to your project:
Provision of social services to selected components of the population and assurance of access to those services

B.8. Explain how the proposed project addresses the priority/category selected in B.7.
The LX Club organization provides a setting for elderly persons(age 62+) to meet and socialize with others. These elderly persons have limited low cost opportunities in this area as many of them do not have the transportation to travel long distances. These services are not provided by any other government entity, organization or non-profit organization in the area.

B.9. Summarize any statistics and other supporting documentation that demonstrate the importance of addressing this need or problem.
The Senior Citizen population for the Village of Bayside, Fox Point and surrounding areas is growing as indicated by the most recent census figures. As this population grows, there continues to be a need to provide community resources that will serve and connect them.

B.10. How does your agency plan to tell the target population about the project/service?
The Bayside/Fox Point LX Club works closely with the communities in which it is in. The Villages share information on the club through their mailed newsletters, e-newsletters and on the website. In addition, the club sends out monthly newsletters to its members notifying them of the month's events.

B.11. List up to three outcomes/results of the project (at least one is required.) For each outcome listed, provide the number of participants who will benefit and the way data will be collected to track or verify the outcome.
This project serves a presumed benefit category for elderly persons (age 62+). Membership in the Fox Point-Bayside LX Senior Citizens Club is available to individuals age 55 and over; however, the majority of members are over the age of 62. Currently there are over 100 members in the organization. The LX Senior Citizens Club provides a low cost outlet for elderly persons who have limited recreational and socializing opportunities in this area. The LX Club tracks participation through membership and through recording the numbers of participants at each event which will verify the outcome of providing a recreational outlet for the elderly.

B.12. Will the project collaborate with other service providers in the community?
Yes

If yes, list and briefly describe the collaboration below.
This past year the Fox Point-Bayside LX Senior Citizens Club coordinator has again worked with an area movie theater to provide admittance to certain matinee movies at a discounted cost. The FoxPoint/Bayside LX Club serves both communities and has the support of both the Village of Bayside and the Village of Fox Point as well.

C. Target Population/Jurisdiction

Completed by rsafstrom@baysidewi.gov on 7/8/2024 10:41 AM

Case Id: 30259
Name: Village of Bayside - 2025
Address: 9075 N Regent Rd, 9075, BAYSIDE, WI 53217-

C. Target Population/Jurisdiction

Please provide the following information.

C.1. What is the target population for this project?
The target populations are the senior residents of the Village of Bayside and Fox Point.

C.2. If LMC, LMH or LMJ Project: How does your agency track and record client demographics? For Code Enforcement: How does your agency 's method of tracking, documentation of violation and corrections?
The LX Club tracks participation through membership and through recording the numbers of participants at each event and provides this information to the Village of Bayside each month.

C.3. If LMA Project: What specific census tracts or block groups does the project intend to serve? Attach map of the service area and/or census tract data of project location.

☐ **Map of Service Area**
***No files uploaded*

NOTE: Questions C.4 to C.9 relate ONLY to Public Service Projects

C.4. Indicate whether the project will be serving Individual Clients (IC) or Households (HH):
IC

C.5. Estimated total number of unduplicated clients/households to be served:
900

C.6. Estimated total number of unduplicated LMI clients/households to be served:
900

C.7. Percentage of LMI clients/households to be served:
100%

C.8. Estimated cost per client/household:
$6.66

C.9. CDBG funds received from Milwaukee County may ONLY be used to serve residents within the Milwaukee County Jurisdiction, excluding the Cities of Milwaukee, West Allis and Wauwatosa.

Will your project serve residents outside of the service area?

No

How will you document the services provided to these residents?

The LX club is monitored through its membership and through the number of participants for activities. The coordinator provides documentation of the activities and attendance.

D. Agency Capacity, Experience

If the proposed project is funded, this form will be used to facilitate correspondence with the Project Agency's staff. The individual listed as the Program Contact should be able to respond to questions regarding the programmatic activities and reports. The individual listed as the Fiscal Contact should be able to respond to questions regarding the fiscal activities and reports.

D.1. Who will be the person responsible for the overall oversight of the proposed project (primary contact)?

Name:
ANDREW D PEDERSON

Title:
Village Manager

Phone:
(414) 206-3925

Email:
apederson@baysidewi.gov

Date first employed:
01/24/2005

Education/Experience:
Masters of Public Administration

D.2. Who will be the alternate person responsible for the overall oversight of the proposed project?

Name:
Rachel Safstrom

Title:
Administrative Services Coordinator

Phone:
(414) 206-3913

Email:
rsafstrom@baysidwi.gov

Date first employed:

01/17/2022

Education/Experience:
Masters of Public Administration

D.3. Who will be the person(s) responsible for the day-to-day operations and management of the proposed project? (Provide no more than two individuals.)

Name:
Arlene Evens

Title:
LX Club Coordinator

Phone:
(414) 351-1689

Email:
anewman1@wi.rr.com

Date first employed:
10/26/2021

Education/Experience:

Name:

Title:

Phone:

Email:

Date first employed:

Education/Experience:

D.4. Who will be the person(s) responsible for the financial oversight of the CDBG expenditures and fiscal compliance? (Provide no more than two individuals.)

Name:
Rachel A. Safstrom

Title:
Administrative Services Director

Phone:
(414) 206-3913

Email:
rsafstrom@baysidewi.gov

Date first employed:
01/17/2022

Education/Experience:
Masters of Public Administration

Name:

Title:

Phone:

Email:

Date first employed:

Education/Experience:

D.5. List the evaluation tools your agency plans to employ to track and monitor the progress toward meeting the goals and expected outcomes (see question B.3):
The LX club is monitored through its membership and through the number of participants for activities.

D.6. How does your agency plan to ensure compliance with applicable policy and procedural requirements including gathering income, race, and ethnicity data of clients/households served (including those listed in HUD's Playing by the Rules Handbook, Chapter 5: Record Keeping and Reporting Requirements)?
With this funding the LX Club will be able to have a staff member and this staff member will insure that all applicable policy and procedural requirements are met.

D.7. Describe any unresolved ADA issues in the project or project offices and how your agency plans to address them.

If the objective of the project is ADA rehabilitation, do not repeat project description here.
The entire facility is fully ADA accessible to accommodate the elderly population.

D.8. Please complete and upload the Signature Page document.

☑ 2025 Signature Page ***Required**

Signature Page.pdf

E. Auditing Control, Qualifications

Completed by rsafstrom@baysidewi.gov on 7/8/2024 10:48 AM

Case Id: 30259
Name: Village of Bayside - 2025
Address: 9075 N Regent Rd, 9075, BAYSIDE, WI 53217-

E. Auditing Control, Qualifications

Please provide the following information.

E.1. Briefly describe your agency's payment and disbursement procedures with relevance to the proposed project:
The LX Club coordinator is paid through the Village of Bayside's payroll system. The Village then submits a reimbursement request to the CDBG for the fund.

E.2. Describe how your agency's Board of Directors exercises programmatic and fiscal oversight:
The Bayside Village Board of Trustees oversees all financial action of the Village through approval of the Village Budget and through oversight of all spending operations throughout the year.

E.3. Briefly describe your agency's financial reporting system/accounting procedures with relevance to the proposed project:
For this project the LX Club staff member is paid through the Village payroll. The Village then submits a reimbursement request to the CDBG for the funds. As CDBG reimburses the Village for expenses paid through payroll, the Village will have all the necessary reports and documentation to show how the money was spent.

E.4. Briefly describe your agency's record keeping system with relevance to the proposed project:
For this project the LX Club staff member is paid through the Village payroll. The Village then submits a reimbursement request to the CDBG for the funds. As CDBG reimburses the Village for expenses paid through payroll, the Village will have all the necessary reports and documentation to show how the money was spent.

E.5. Briefly describe your agency's auditing requirements, including those for the proposed project:
The Village of Bayside is audited annually by Baker Tilly.

E.6. Briefly describe your agency's internal controls to minimize opportunities for fraud, waste and mismanagement:
The Village of Bayside segregates duties\in order to prevent fraud. Many staff members have a role in reviewing payroll and any payables. In addition, when staff members are on vacation, others are trained to take over their jobs and would be able to see in areas where there is a risk of fraud.

E.7. How does your agency plan to segregate CDBG funds from other agency funds for purposes of identification, tracking and reporting?
CDBG funds are in a separate revenue line item in the budget labeled CDBG. As CDBG reimburses the Village for expenses paid through payroll, the Village has all the necessary reports and documentation to show how the money was spent.

F. Agency Experience

Completed by rsafstrom@baysidewi.gov on 7/8/2024 11:25 AM

Case Id: 30259
Name: Village of Bayside - 2025
Address: 9075 N Regent Rd, 9075, BAYSIDE, WI 53217-

F. Agency Experience

Please provide the following information.

F.1. Briefly highlight your agency's experience and major accomplishments in providing services to LMI residents and/or communities.
The LX Club has been providing service to the elderly population for a number of years and the Village of Bayside is happy to support this mission.

F.2. Has your agency received CDBG or other federal funds in any of the past three fiscal years (2021-2023)?
Yes

If yes, complete documents below for each of the grants received for the three fiscal years 2021, 2022 and 2023.

Documentation

☑ **Results of Fiscal Year 2021**
FY2025 - Appendix F for 2021.pdf

☑ **Results of Fiscal Year 2022**
FY2025 - Appendix F for 2022.pdf

☑ **Results of Fiscal Year 2023**
FY2025 - Appendix F for 2023.pdf

G. Back-Up Plan

Completed by rsafstrom@baysidewi.gov on 7/8/2024 10:50 AM

Case Id: 30259
Name: Village of Bayside - 2025
Address: 9075 N Regent Rd, 9075, BAYSIDE, WI 53217-

G. Back-Up Plan

Please provide the following information.

G.1. Will your agency still implement this project should CDBG funds not be awarded? If yes, how will the implementation be achieved?
It is unsure whether the LX Club will able to continue without these funds.

G.2. If funded, how will your agency continue this project if CDBG funds are not available in future years?
The LX Club will need these funds to continue or will have to research other ways of funding the club.

H. Implementation/Planning

Completed by rsafstrom@baysidewi.gov on 7/8/2024 3:51 PM

Case Id: 30259
Name: Village of Bayside - 2025
Address: 9075 N Regent Rd, 9075, BAYSIDE, WI 53217-

H. Implementation/Planning

Please provide the following information.

H.1. Appendix A: Narrative of Project

Explain below your proposed project and make the case why it should be awarded funding.

This project serves a presumed benefit category for elderly persons (age 62+). Membership in the Fox Point-Bayside LX Senior Citizens Club is available to individuals age 55 and over; however,
the majority of members are over the age of 62. These elderly persons have limited recreational and socializing opportunities in this area, as many of them do not have the capability to travel long distances. The elderly populations in Bayside and Fox Point continue to grow, as is indicated by the most recent Census figures. These services are not provided by any other government entity,
organization, or non-profit organization in the area. These funds will enable the LX Club to pay for a staff member to help with programs, cleaning operations, and general administration of the organization.

H.2. Provide a listing below of the specific tasks or activities needed to implement the proposed project and a timeline for their completion. Include progress reports to Milwaukee County, Request for Reimbursement, etc.

Task/Activity	Description	Completion Date
Administration	Socialization, recreational, and administrative will be provided consistently throughout the year.	12/31/2024

I. Public Facility Improvement Projects Only

Completed by rsafstrom@baysidewi.gov on 7/8/2024 10:52 AM

Case Id: 30259
Name: Village of Bayside - 2025
Address: 9075 N Regent Rd, 9075, BAYSIDE, WI 53217-

I. Public Facility Improvement Projects Only

Is your application for a Public Facility Improvement project? If no, proceed to Section I.

I.1. Have the construction plans and drawings been completed?

If no, indicate the anticipated date of completion:

I.2. Will you be able to select and award a contract to a general contractor within 90 calendar days from the CDBG contract execution date? If no, please explain why below:

I.3. Summarize the construction manager's relevant experience on similar federally funded projects.

I.4. Address the mitigation of any issues identified on the "Project Site Information" section (see questions H.8 to H. 16) with respect to lead hazards, historic preservation, asbestos, location in a flood plain, or other documented health and safety problems. Were any of these issues identified? If yes, identify each issue and the mitigation below:

I.5. How will the completed work be maintained for at least 5 years after the completed of the agreement with Milwaukee County?

I.10. Has the property been designated or determined to be potentially eligible for designation as a local, state or national historic site? If yes, describe below.

I.11. Is the building/structure located on a Historic Site?

Is the building/structure located in a Historic District?

Is the building/structure in a flood zone?

Is the building/structure in a flood plain?

Does your agency have flood insurance?

Will demolition be required?

I.12. List and describe any known hazards (e.g. asbestos, storage tanks - underground/above ground):

I.13. Will the project result in an expansion of an existing facility?

If yes, specify the size in square feet:

I.6. Has funding for the construction phase been identified and committed? If no, describe below the issues preventing your agency from seeking outside funding:

I.7. Does your agency have a relocation plan for occupants that need to be relocated? If yes, where are you with state approval?

PROJECT SITE INFORMATION

I.8. Is the facility agency-owned, municipal-owned or privately-owned?

☐ **Agency-owned**

Indicated the property owner(s):

Is there currently a lien on the property?

☐ **Municipality-owned**

Indicate the property owner/department:

When will the lease expire?

☐ **Private-owned**

Indicate the property owner(s):

When will the lease expire?

Is there currently a lien on the property?

Existing size:

After expansion size:

I.14. The questions below are about zoning. If zoning information is not known, contact the local municipality to request assistance.

What is the project structure type?

What is the current zoning of the project site?

Is the project site zoned correctly for the proposed activity?

If no, please provide an explanation of efforts and a timetable to change the zoning or obtain a variance:

I.15. Does the project require temporary/permanent relocation of occupants? If yes, this project is subject to the Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA). Describe the relocation plans, including timetable and notifications to occupants. list how many of the occupied units are: (a) owner-occupied; (b) renter-occupied; or (c) businesses. Indicate whether temporary and/or permanent displacement is required.

I.16. Federal regulations require that all facilities and/or services assisted with CDBG funds be accessible to the disabled. Accessibility includes such things as: entrance ramps, parking with universal logo signage, grab bars around commodes and showers, top of toilet seats that meet required height from the floor, drain lines under lavatory sink either wrapped or insulated, space for wheelchair maneuverability, accessible water fountains, access between floors (elevators, ramps, lifts), and other

☐ Other

I.9. How old is the property/building in terms of years:

For building/structures constructed prior to December 31, 1978:

Has a lead hazard risk assessment report been issued for the facility?

Has the facility been abated for lead paint?

Will children occupy the facility?

If yes, indicate the age range of the children who will occupy the facility:

improvements needed to assure full access to funded facilities/programs, including serving the blind and deaf.

Describe below whether the project currently meets ADA standards for accessibility by the disabled. If not, describe the accessibility problems and methods to be utilized to address the problems, including funding, and timetable. NOTE: The project site must first be fully ADA-compliant before other construction activities can be implemented with CDBG funding.

J. Detailed Budget

Completed by rsafstrom@baysidewi.gov on 7/8/2024 3:58 PM

Case Id: 30259
Name: Village of Bayside - 2025
Address: 9075 N Regent Rd, 9075, BAYSIDE, WI 53217-

J. Detailed Budget

Complete the attached detailed budget forms in MS Excel pertaining to your project category

J.1. Project Category:
Public Service - Complete Appendices C-1, C-2 and C-3

Summary of Budget Forms to be completed:

All project categories must complete the following:

- Appendix C-1: List of All Funding Sources for the Project
- Appendix C-2: Three-Month Cash Rule Test

Depending on the category of your proposed project, complete one of the following:

Appendix C-3: Public Service, Economic Development Project or Code Enforcement (PS/ED/CE)

- Schedule 1 – Budget Exhibit
- Schedule 2 – Personnel Schedule: Gross Pay
- Schedule 3 – Personnel Schedule: Fringe Benefits
- Schedule 4 – Indirect Cost/Administrative Overhead (IC/AO) Calculation
- Schedule 5 – Budget Justification

Appendix C-4: Public Facilities Project (PFI)

- Schedule 1 – Budget Exhibit
- Schedule 2 – Budget Justification

Appendix C-5: Minor Residential Rehabilitation (MRR)

- Schedule 1 – Budget Exhibit
- Schedule 2 – Personnel Gross Pay: Project Management
- Schedule 3 – Personnel Gross Pay: Fringe Benefits
- Schedule 4 – Personnel Gross Pay: Construction Management
- Schedule 5 – Fringe Benefits: Construction Management
- Schedule 6 – FY 2021 Budget Justification

Documentation

☐ **Public Service**

***No files uploaded*

☐ **Economic Development**

***No files uploaded*

☐ **Code Enforcement**

***No files uploaded*

☐ **Public Facilities Improvement**

***No files uploaded*

☐ **Minor Residential Rehabilitation**

***No files uploaded*

☑ **CDBG Budget Form - Please click HERE to download form. *Required**

2025 Budget.xlsx

Village of Bayside AUD ACFR FINAL 12-31-22.pdf

K. Roster of Board Members & Professions

Case Id: 30259
Name: Village of Bayside - 2025
Address: 9075 N Regent Rd, 9075, BAYSIDE, WI 53217-

Completed by rsafstrom@baysidewi.gov on 7/8/2024 10:59 AM

K. Roster of Board Members & Professions

Provide a roster of the members of your agency's Board of Directors and their professions:

Name	Board Position	Profession/Affiliation	Member of Target Population	Resides in Target Area
Eido Walny	Village President		☐	☑
Mike Barth	Village Trustee		☑	☑
Kelly Marrazza	Village Trustee		☐	☑
Elizabeth Levins	Village Trustee		☑	☑
Ben Minkin	Village Trustee		☐	☑
Bob Rudman	Village Trustee		☑	☑
Margaret Zitzer	Village Trustee		☑	☑

L. Conflict of Interest

Completed by rsafstrom@baysidewi.gov on 7/8/2024 11:00 AM

Case Id: 30259
Name: Village of Bayside - 2025
Address: 9075 N Regent Rd, 9075, BAYSIDE, WI 53217-

L. Conflict of Interest

Please provide the following information.

QUESTIONNAIRE REGARDING CONFLICT OF INTEREST AND PROCUREMENT POLICIES
Federal, State and Local law prohibits employees and public officials of Milwaukee County from participating on behalf of the County in any transaction in which they have a financial interest. This questionnaire must be completed and submitted by each applicant for CDBG funding. The purpose of this questionnaire is to determine if the applicant, its staff, or any of the applicant's Board of Directors would create conflict of interest.

1. Is there any member(s) of the applicant's staff or any member(s) of the applicant's Board of Directors or governing body who currently is or has/have been within one year of the date of this application a County employee or consultant, or a member of the County Board, a County Advisory Board, a County Commission, and/or a County Committee?
No

If yes, list the name(s) and affiliation below:

Name	Position	Affiliation with County

2. Will the CDBG funds requested by the applicant be used to award a subcontract to any individual(s) or business affiliate(s) who currently is or has/have been within one year of the date of this application a County employee or consultant, or a member of the County Board, a County Advisory Board, a County Commission, and/or a County Committee?
No

If yes, list the name(s) and affiliation below:

Name	Position	Affiliation with County

3. Is there any member(s) of the applicant's staff or member(s) of the applicant's Board of Directors or other governing body who are business partners or family members of a County employee, consultant, or a member of the County Board, a County Advisory Board, a County Commission, and/or a County Committee?
No

If yes, list the name(s) and affiliation below:

Name	Position	Affiliation with County

If you have answered "YES" to any of the questions listed in this form, the CDBG Program office, alongside the County Corporation Counsel Office, will need to determine whether a real or apparent conflict of interest exists.

Signature
Rachel Safstrom

Electronically signed by rsafstrom@baysidewi.gov on 7/8/2024 11:00 AM

Date
07/08/2024

M. Required Documents

Completed by rsafstrom@baysidewi.gov on 7/9/2024 7:37 AM

Case Id: 30259
Name: Village of Bayside - 2025
Address: 9075 N Regent Rd, 9075, BAYSIDE, WI 53217-

M. Required Documents

Please provide the following information.

All non-government agencies need to submit the following:

☐ **Applicants procurement procedures (per 2 CFR Part 215.44)**
***No files uploaded*

☐ **Federal tax exemption determination letter**
***No files uploaded*

☐ **Most Current Copy of FY Federal Tax Form 990**
***No files uploaded*

☐ **Most current FY Audited Financial Statements**
***No files uploaded*

☐ **Most Current FY Single Audit report (only required of applicants that spent $750,000 or more in federal funds in the past FY year)**
***No files uploaded*

For Public Service projects:

☐ **Copy of rental or lease agreement if project proposes to use CDBG funds to make a portion of rent/lease payments**
***No files uploaded*

For Public Facility projects:

☐ **Building permit(s)***
***No files uploaded*

☐ **Copy of Asbestos and Lead Paint Assessment Report***
***No files uploaded*

☐ **Copy of Deed or rental/lease agreement**
***No files uploaded*

☐ **Copy of Historical Resource Technical Report***

***No files uploaded*

☐ **Copy of Phase 1 Environmental Site Assessment***

***No files uploaded*

☐ **Discretionary permit(s)***

***No files uploaded*

☐ **Governing Board Resolution(s)***

***No files uploaded*

If * items above are not available, need brief narrative explaining why documentation is not available.

For all projects:

☐ **Letters of Support**

***No files uploaded*

☐ **Up to two exhibits – photos, charts, pictures, drawings, etc.**

***No files uploaded*

Submit

Please read the following information

The undersigned acknowledges the following:

1. That the applicant confirms that program and fiscal staff have attended at a minimum of one session of the mandatory FY 2025 CDBG Application Training and signed the attendance log, as required. Applicant understands that if the CDBG Program Office cannot verify such attendance, this application will be deemed "ineligible" and will not be forwarded for FY 2025 CDBG Program funding consideration.
2. That, the best knowledge and belief, all factual information provided is true and correct and all estimates are justifiable. This application and all attachments are complete and accurate.
3. **That submittal of an application for the project is NOT a guarantee of funding from Milwaukee County.**
4. That the proposed project described in this application meetings the following National Objective: Benefits low- or moderate-income (LMI) persons, governing the use of CDBG funds per 24 CFR 570.208, Section A.
5. If the proposed project represents final facility improvements necessary to be completed and does not represent- phased activities (continuous funding requests to complete improvements to the same facility).
6. That all CDBG funded activities shall be within Milwaukee County jurisdiction and/or benefit Milwaukee County residents. The jurisdiction includes Milwaukee County municipalities excluding the Cities of Milwaukee, West Allis and Wauwatosa. Applicants for Direct Homeownership Assistance and Micro Enterprise Assistance activities understand that 100% of the clients assisted must be LMI persons. Applicants for Housing Rehabilitation activities understand that 100% of the households assisted must be LMI households.
7. That no revised applications may be made in connection with this application once the deadline for applications has passed, unless the CDBG Program Office mandates revisions and/or additional documentation during their application review process.
8. That an application scoring process has been implemented for all FY 2025 CDBG Applications. Eligible FY 2025 CDBG Applications will be scored and forwarded to the Committee on Community, Environment and Economic Development for review. Funding recommendations will be based on the total score received for each application reviewed. The funding recommendations will be forwarded to the County Board for approval.
9. **That applications determined to be "ineligible" by the Housing Division will not be forwarded to the Committee on Community, Environment and Economic Development for FY 2025 CDBG Program funding consideration.**
10. That past program and financial performance will be considered in reviewing this application.
11. **That, after the Housing Division review of this application and supporting documents, it is determined that the program and/or fiscal eligibility cannot be determined, required supporting documents were missing and/or application instructions were not adhered to, the applicant understands that this application shall be deemed to be in "non-compliance" and will be required to undergo a "Secondary Review Process" to address all issues identified.** If such issues are not satisfactorily addressed, the applicant understands that this application will be deemed "ineligible" and will not be forwarded for FY 2025 CDBG Program funding consideration. Should the issues be satisfactorily addressed, information regarding the secondary review process will be made available to the Economic and Community Development Committee for consideration in their review and scoring of applications.
12. That, if the project is funded, Milwaukee County reserves the right to reduce and/or cancel the allocation if

federal entitlements are cancelled, reduced, or rescinded.

13. **That the project may be approved at a smaller level of funding that was requested, based on the amount of the FY 2025 CDBG funding available to award.**
14. That, if the project is funded, public facilities must be maintained in the same capacity and use as funded for a period of no less than five (5) years after the project is formally closed out by the Housing Division. The Housing Division reserves the right to inspect the facility during the five (5) year period to substantiate compliance.
15. That a project's FY 2025 funding does not guarantee its continuation in the County's subsequent action plans. Applicant understands that awarded CDBG funds are NOT an ongoing source of operating support. Even if approved for FY 2025 funding, there is no guarantee that approved projects will receive funding in future years.
16. That a project's FY 2025 funding does not guarantee its continuation in the County's subsequent action plans. Applicant understands that awarded CDBG funds are NOT an ongoing source of operating support. Even if approved for FY 2025 funding, there is no guarantee that approved projects will receive funding in future years. In accordance with Milwaukee County Resolution 02-239 from April 2002, an application will be funded at a minimum of $25,000. The maximum amount of funding per non-County sponsored project is $40,000 per Resolution 93-861.
17. That, if the project is funded, a written executed contract that includes a statement of work, records retention and reporting, program income procedures, local and federal requirements, circumstances that would trigger grant suspensions and terminations, and reversions of assets would be required between the applicant and Milwaukee County.
18. That, if the project is funded, the applicant shall comply with all federal and County policies and requirements, County procedures must be followed, as applicable to the CDBG Program.
19. That, if the project is funded, all required federal and County certifications and assurances shall be adhered to.
20. That, if the project is funded, the applicant shall not use CDBG funds for grant writing, fundraising or lobbying per 2 CFR 200.
21. That, if the project is funded, the applicant understands that CDBG funds may not be utilized to support inherently religious activities such as worship, religious instruction, or proselytization. Applicant understands that CDBG funds can only be utilized to pay for activities attributable to CDBG-eligible activities and the project must serve all eligible beneficiaries without regard to religion. In addition, any portion of the facility improved with CDBG funds must be limited to secular activities and cannot be shared with parishioners.
22. That, if the project is funded, the applicant understands that Fair Housing materials/brochures must be posted and/or accessible at the program locations. Applicant also understands that project facilities may be reviewed for compliance with Section 504 and ADA Requirements.
23. That, if the project is funded, the County will perform a National Environmental Policy Act (NEPA) review prior to the obligation of funds (execution of a written agreement).
24. That proof of required insurance coverage will be submitted to the County prior to the execution of a written agreement. Applicant understands that the execution of a written agreement will be delayed until proof of required insurance is submitted to the County.
25. That written signatory authority from the applicant's governing body indicating who can execute written agreements/contracts and amendments on its behalf has been included with this application packet.
26. That, if the project is funded, sufficient funds are available from non-CDBG sources to complete the project as described on a reimbursement basis.
27. That, if the project is funded, the applicant understands that the most recent financial statement (immediate prior fiscal year end) and tax forms must be submitted on or before 11/1/2025. The allocation reserved for applicant's project will be assigned to another project if this deadline is not met. No exceptions will be made. Services will not be approved for implementation until these fiscal documents can be reviewed to determine compliance with the CDBG Program's fiscal requirements.
28. That, if the project is funded, the proposed services/activities listed in this application may be implemented without delay upon the execution of a written agreement between Milwaukee County and the applicant.

29. That the applicant is fully capable of fulfilling its obligation under this application
30. That the proposed funding request represents the amount needed to complete the project within a period of one year, not to exceed 12 months from the start of FY 2024 (January 1, 2024).
31. That, if the project is funded, the applicant understands that a request to revise the "project category" OR "project description" listed in this application will not be accepted by the CDBG Program Office.
32. That, if the project is funded, the applicant understands that CDBG funds are provided on a reimbursement basis and that require Quarterly Reports and supporting documentation must be reviewed and accepted by an assigned CDBG Project Manager prior to approval of reimbursement payment to the applicant.
33. That, if the project is funded, the applicant understands that CDBG funds are provided on a reimbursement bases and that required Requests for Reimbursement reports and supporting documentation must be reviewed and accepted by the CDBG Fiscal Unit, pursuant to HUD's Playing by the Rules Handbook and the CDBG/HOME Sub- Recipient Manual, prior to approval of payment to the applicant.
34. That the applicant understands that all CDBG funds allocated to projects must be expended within 12 months from the start of FY 2025 (January 1, 2025), or such funds will be presented to the County Board for reprogramming.
35. That the applicant does not have any unresolved audit findings for prior CDBG and/or other federal-funded projects.
36. That the applicant understands that the County may verify any or all statements contained in this application packet, and that any intentionally false information or omission may disqualify the applicant from consideration for CDBG funding in the current and future years.
37. That the applicant understands that, upon submission, this application packet becomes the property of Milwaukee County and will not be returned to the applicant in whole or in part.
38. That the undersigned has reviewed this application packet for completeness and accuracy and has approved the description, performance goals, budget, and other aspects of the described project listed in this application.
39. That, if the project is funded, the applicant understands that the CDBG Program Office reserves the right to require final revisions to proposed scope of work/services and/or budget line items prior to the execution of a written agreement utilizing FY 2025 CDBG Funds.
40. That, if the project is funded, the applicant agrees to accept and execute the County's boilerplate agreement for the funding.
41. That the applicant possesses the legal authority to apply for CDBG funds and to implement the proposed project.
42. That the governing body of the applicant agency authorizes the submission of this application.

☐ **By signature below, the applicant acknowledges the information listed on this certification:**

Signature
***Not signed*

Date

Resolution for Inclusion Under the Income Continuation Insurance Plan

Wisconsin Department
of Employee Trust Funds
PO Box 7931
Madison WI 53707-7931
1-877-533-5020 (toll free)
Fax 608-267-4549
etf.wi.gov

RESOLVED, by the Village Board of the
(Governing Body)

Village of Bayside
(Employer Legal Name)

that pursuant to the provisions of Section 40.61 of the Wisconsin Statutes,

Village Board hereby determines to offer the Income Continuation Insurance Plan
(Governing Body)

to eligible personnel through the program of the State of Wisconsin Group Insurance Board, and agrees to abide by the terms of the plan as set forth in the contract between the Group Insurance Board and the Administrator.

The resolution shall be effective on the later of the 1st of the month on or after 90 days following its receipt at the Department of Employee Trust Funds, or

November 1, 2024 ; and
(specify a later effective date, 1st of month only)

The proper officers are herewith authorized and directed to take all actions and make salary deductions for premiums and submit payments required by the State of Wisconsin Group Insurance Board to provide such Income Continuation Insurance.

Employers are required to pay a *minimum* contribution, which is equal to the gross premium for the 180-day elimination period. Employers may choose to contribute more to employees' premiums to an amount equal to the gross premium for a *shorter* elimination period. As elimination periods become shorter, the premium cost increases.

An employee can choose a shorter elimination period than that offered by their employer, and pay the difference in cost between their choice and the elimination period the employer for which the employer has elected to pay the gross premium.

For example, if an employer elects to pay for the full 90-day elimination period, = their employees will not have out-of-pocket premiums unless the employee elects the 60-day or 30-day elimination period. If the employee elected a shorter elimination period, the employee will pay the premium difference between that and the 90-day elimination period.

Elect one elimination period that your employer will pay the gross ICI premium for:

- ☑ 30-day elimination period ☐ 60-day elimination period
- ☐ 90-day elimination period ☐ 120-day elimination period
- ☐ 180-day elimination period *(required minimum contribution)*

Complete the Certification on the next page.

Certification

I hereby certify that the foregoing resolution is a true, correct and complete copy of the resolution duly and regularly passed by the above governing body on the 18th day of July, 2024 and that said resolution has not been repealed or amended, and is now in full force and effect.

Dated this 18th day of July, 2024.

39-6008085

Federal tax identification number (FEIN/TIN)

69-036- 140200

ETF employer identification number

Number of eligible employees 50

Milwaukee/Ozaukee

Employer county

rsafstrom@baysidewi.gov

Employer benefit contact email address

Authorized employer representative signature

Rachel Safstrom

Authorized employer representative printed name

Administrative Services Director

Authorized representative title

9075 N Regent Road

Bayside, WI 53217

Mailing address

Submit completed form to ETF at ETFSMBESSNewEmployer@etf.wi.gov or fax to 608-267-4549.

For ETF use only - EFFECTIVE DATE OF COVERAGE ENTERED BY ETF:

KAPLAN
LIQUID SOLUTIONS

Liquid De-Icing Equipment Proposal

Friday, May 24, 2024

Village of Bayside
Attn: Shane Albers
9075 Regent Rd
Bayside, WI 53217

995 Gallon Ice Master T-Series - EcoMax

- **Hydro Pump**
- **Storm Commander GPS Flow Controller**
- 22 Nozzle Stainless Steel Highway Bar - High Volume (T-Series)
- 35" Adjustable Slide Boom Mount
- Baffle Balls
- 100' Hose & Spray Gun
- Truck Mount Brackets- Stainless Steel
- LED Light Kit
- Hose Reel Riser Stand
- Stainless Steel Tail Gate Lock Pin Set

$24,395.00

3000 Gallon Vertical Grey- (90" Diameter x 125" Height)

- Ice Master Brand
- 3 Bolted Tank Flange 3 All Thread
- 2 Bolted Flange All Thread
- Sight Gauge V3000
- 2 Polypropylene Siphon Tube
- 10-year Warranty
- Cost Per Unit $3,812.00

$15,248.00

Camion 2" Poly Pump Single Phase Fill Station

- 5hp 30AMP 230 Volt
- Max Flow @ 60Hz: 240 Max GPM

$ 4,700.00

KAPLAN
LIQUID SOLUTIONS

Order Summary

Initial

Description	Qty	Amount
995 Gallon T-Series Hydro	1	$24,395.00
3000 Gallon Tanks	4	$15,248.00
2" Fill Station	1	$ 4,799.00
Sub Total		$44,442.00
SourceWell 5% Discount	1	-$ 2,222.10
Sales Tax	7% N/A	$0.00
Training*	No Charge	$0.00
Freight/Delivery	1	$700.00
Total	1	$42,919.90

*Training-A Kaplan rep will be onsite to train you and your team on the proper use of equipment. Kaplan is committed to your satisfaction and will be available to assist 24/7.

PROPOSAL ACCEPTANCE. Proposals are subject to acceptance by the signing of a contract and issuance of an appropriate purchase order at any time within sixty (60) days after the receipt of quotes unless otherwise stipulated.

Village of Bayside, Wisconsin.

_____ _____

Approval Signature Date

34253 N. Wilson Rd. KaplanLiquidSolutions.com Ingleside, IL 60041
630-538-9933

Appleton	Milwaukee
700 Randolph Drive	12655 W. Silver Spring Rd
Appleton, WI 54913	Butler, WI 53007
Phone: (920) 687-1111	Phone: (262) 544-5404
Fax: (920) 687-1122	Fax: (800) 261-0383

Account: Village Of Bayside
Name: Shane Albers
Address: 9075 N Regent Rd
Bayside WI 53217

Date: 09/18/2023
Email: salbers@baysidewi.gov
Phone: 414-206-3921
Note:

** Quotation **

6,000 Gallon Poly Storage Tank

TANK

6,500 actual gallons each
1.9 specific gravity tank
High Density Gray Polyethylene with U.V. Inhibitors
Two Stainless Steel Bolted bungs for leak free install
Bungs offset 45 degrees from each other
16" manway with vented cover
Molded horizontal ribs to prevent deforming over time
Size: 110"D X 179"H
Weight 1,430 LBS
Bulkheads only no fittings
Visual sight gauge tube
10 year warranty
Flat bottom dome top
Tie down points

$9,500.00 Each

FITTINGS

3" male pipe to 3" flange ball valves
3" flange to 3" hose barb fitting
Flange gaskets
Flange clamps
3" to 2" reducer bushing
2" male pipe to male camlock full port ball valve
2" female cap
Installed

$400.00 Each

Shipping to Location **$100.00 Each**

Total: $10,000.00 Each

8-10 week lead time, if on ground inventory is depleted. 4 tanks currently in stock
Customer responsible for unloading tanks and setting into place.

All Sales Tax and FET Tax will be added

Submitted by: T.R. Miller | Quote firm 30 days | Terms: Net 30

Unless previously arranged, for quotes in excess of $5,000.00 Casper's requests 25% payment upon approval / purchase order.

By signing below, I agree that I have read, understood, and will comply with the terms of this quote.

Quote accepted by: _____

Title: _____ Date Accepted: _____ PO# _____

Thank You for the opportunity to submit our quote for your consideration

CASPER'S TRUCK EQUIPMENT

Appleton	Milwaukee
700 Randolph Drive	12655 W. Silver Spring Rd
Appleton, WI 54913	Butler, WI 53007
Phone: (920) 687-1111	Phone: (262) 544-5404
Fax: (920) 687-1122	Fax: (800) 261-0383

Account:	Village of Bayside	Date:	08-31-2023
Name:	Shane Albers	Email:	Salbers@baysidewi.gov
Address:	9075 N. Regents Rd.	Phone:	414-351-8819
	Bayside WI 53217	Note:	

**** Sales Quotation ****

1. Camion IMS1000TSS

1. 1000 gallon poly tank
2. 120" long x 61" wide x 75" tall
3. Highway boom upgrade with 3 application zones
4. Liquid level sight tube
5. Baffle-ball surge control to eliminate slosh
6. Auto drain sump basin to use allow use of all the liquid
7. Stainless steel frame
8. Stainless steel lock pin set included for installation
9. 2" fast fill connection
10. Rapid empty drainage system to quickly empty left over liquid
11. Hydraulic driven pump
12. Storm Commander GPS for metered liquid dispensing
13. 100' hose reel and spray gun
14. Powered by existing hydraulic system on the truck
15. Self-loading legs for storage of empty unit
16. Installed complete

Total: $35,432.00

All Sales Tax and FET Tax will be added

Submitted by: Sam Stein **Quote firm 30 days** **Terms: Net 30**

Unless previously arranged, for quotes in excess of $5,000.00 Casper's requests 25% payment upon approval / purchase order.

By signing below, I agree that I have read, understood, and will comply with the terms of this quote.

Quote accepted by: _____

Title: _____ **Date Accepted:** _____ **PO#** _____

Thank You for the opportunity to submit our quote for your consideration

Bayside Communications Center
June **2024**

e **Highlights and Accomplishments**

- BCC Director Scharnott met with Priority Dispatch on EMD call reviews. BCC is working toward ACE accreditation which would recognize staff for excellence in Emergency Medical Dispatching.
- BCC Supervisor Reed will be conducting Active Threat training for the Center in July.
- BCC Supervisors Gannett and Reed met with trainers in the center to discuss upcoming changes for the training program.
- BCC Telecommunicators Castillo and Borchert attended Peer Support Training offered through the State of Wisconsin and are working with BAPD on establishing a Peer Support Team.

Metric	Measurement	2023 Total	2024 YTD	5 Year Average	Status (comp. 5 yr. avg)
Total Phone Calls	Calls	100,569	45,877	104,695	
911 Calls	Calls	21,734	10,268	25,878	
911 Hang Ups	Hang Ups	2,937	1,068	2,937*	
Answer Time	Seconds	4	4	4	
Dispatch Time	Seconds	48	44	43	
Police Calls	Calls	77,390	38,592	72,874*	
Fire Calls	Calls	12,355	6,302	10,106*	
EMD Protocol Use	Number of Calls	8,212	4,224	N/A	
Request for Police	Requests	3,155	1,661	2,840	
Traffic Stops	Number of Stops	19,512	10,371	17,792	
Training Hours	Hours	8,575	2,609	3,579	
Call Reviews	%	98%	98%	98%	
Text to 911	Number of sessions	214	304	n/a	

Police Department
June 2024

Highlights and Accomplishments

- Lt. Rob Salazar and Police Officer Jeremy Franke started with the Department on June 10th.
- Officer Santarelli completed the Mentoring for Leaders training this month. The training is part of the Emerging Leader Program through CVMIC.
- Chief Liebenthal celebrated his 2nd Anniversary and Lt. Kleeba celebrated her 19th Anniversary with the Village this month.
- Members of the Department toured the One North building. Tours of the building will be scheduled for the entire department when the building is closer to completion.
- Lieutenants Klawitter and Salazar and Officer Russell responded to an alarm call at an apartment building along Port Washington Drive. The premise was checked and secured by responding officers and the keyholder was made aware of the occurrence.
- Officers responded to a business in the 300 block of W. Brown Deer Rd. The caller reported that there was a wild bird inside the store and requested assistance in having the bird removed from the store. The bird was removed without incident.
- An analysis of speed data collected from the speed feedback signs on Port Washington Road, Fairy Chasm Road, and Brown Deer Road revealed that the average vehicle speed at each location was within two miles per hour of the posted speed limit during June of 2024.

Metric	Measurement	2023 Total	2024 YTD	5 Year Average	Status (comp. 5 yr avg)
Calls for Service	Calls	8666	4,697	5855	
Community Engagement / myBlue Sector Activity	Contacts	862	788	424	
Traffic Stops	Stops	2,020	727	2,020	
Citations	Citations	848	414	880	
Warnings	Warnings	1157	407	948	
Arrests	Arrests	81	30	117	
Ordinance Enforcement	Tickets Issued	34	26	56	
Crimes Against Persons	Count	4	0	7	
Crimes Against Property	Count	29	3	55	
Crimes Against Society	Count	21	1	34	
Reports Written	# Written	742	279	851	
Patrol Miles Driven	# Miles	71,750	43,004	96,278	
Code Enforcement	Notices Issued	256	202	213	
Business/ Vacation Checks	# Performed	1,793	926	1,719	
Crime Prevention	Notices Given	248	147	275	
Alarm Calls	Count	64	32	83	
Accidents Investigated	Count	61	22	60	
Outside Agency Assists	Count	246	112	262	
Field Interviews Conducted	Contacts	83	22	99	
Speed Sign Deployment	Location Count	42	18	28	
Rx Drugs Collected	Pounds	536	244	482	

Department of Public Works
June **2024**

myCrew

Highlights and Accomplishments

- Began the 2024 culvert and ditching project. This year's project roads are North Regent Road [South Termini to East Fairy Chasm Road], North Tennyson Drive [East Fairy Chasm Road to East Bay Point Road], East Bay Point Road [North Tennyson Drive to East Termini].
- Port Washington Road planter bed and landscaping project completed.
- Twenty giant thuja trees were planted on the northern side of the cold storage building.
- A sanitary sewer pump failure was found at the Bay Point lift station. The crew worked with a contractor and found a terry cloth cleaning towel wound up in the pump. The blockage was removed, the pump was tested, and the pump was back to functioning properly.
- The final summer help crew employee started.
- Hosted the recycling day event, 122 residents participated.
- A new little free library was installed outside Village Hall.
- Village wide mulching campaign was completed.
- Received a call about a failing culvert in the North Shore East. The team investigated and located a failing pipe. A semi-permanent repair was completed. The flow line of the pipe was concreted, and the crew used a special aggregate that stops water flow to encapsulate the pipe. The area was then restored.

Metric	Measurement	2023 Total	2024 YTD	5 Year Average	Target	Status (comp. 5 yr avg)
Garbage Collected	Tons	1,205	576	1,219	1,200	
Recycling Collected	Tons	409	198	452	500	
Diversion Rate	=Rec/(Rec+Garb)	25%	26%	27%	30%	
Yard Waste Collection	Stops	8,878	2,646	8,186	7,500	
Yard Waste Collected	Yards	2,090	397	1,948	2,500	
Recycling/ Clean Up Day Participants	Cars	1,045	647	837	800	
Access Bayside Requests	Requests Closed	995	295	749	700	
Special Pickups	Pickups	158	66	153	165	
Mulch Deliveries	Deliveries	38	41	45	60	
Mulch Delivered	Yards	285	340	283	500	
Sewer Main Cleaned	Feet	26,902	0	23,497	26,000	
Manholes Inspected	Manholes	125	0	27	120	
Ditch Line	Feet	5,488	915	6,399	5,000	
Culvert Replacement	Culverts	62	10	42	30	
Tree Removal	Trees	15	9	149	<10	
Trees Planted	Trees	46	49	90	50	

Administrative Services
June 2024

Highlights and Accomplishments

- Submitted 2023 TID Annual Report to the State of Wisconsin as required.
- Worked on 2025 Budget.
- Conducted Stay Interviews with employees.
- Onboarded 3 new employees.
- Mailed 40 delinquent tax notices.
- Prepared June tax settlement to the other taxing entities.
- Prepared and mailed 7 military and overseas elector ballots.
- Prepared and mailed 443 absentee ballots for August election for all applications on file. This is 13.3% of the total registered voters.
- Held Board of Review – 7 cases were reviewed, 1 adjustment was made.

Metric	Measure	YTD%	Measure	YTD%
General Fund	Revenue	83.3%	Expenditure	46.6%
BCC	Revenue	54.9%	Expenditure	54.2%

Metric	Measure	YTD%	Measure	YTD%
Sanitary Sewer	Revenue	88.1%	Expenditure	17.5%
Storm Water	Revenue	73.1%	Expenditure	34.7%

Metric	Measurement	2023 Total	2024 YTD	5 Year Average	Target	Status (comp. 5 yr avg)
Grants Awarded	$	$1,067,833	$36,254.32	$594,880	$300,000	
Property Status	Number	81	40	111	120	
Total Permits	Number	636	305	567	400	
Public Meetings	Number	40	26	45	55	
Ordinances	Number	12	9	12	10	
Resolutions	Number	22	13	30	25	
Communications Reach	Digital Interactions	312,633	56,744	329,553	350,000	
SCF Created	Number	2,723	1,275	2,535	2,700	
SCF DTA	Number	0.3	0.3	0.5	1	
SCF DTC	Number	4.1	3.9	9.88	7	
SCF SLA Days	% in SLA	88%	86%	82%	90%	
Elections	Number	2	1	2.8	4	
Votes Cast	Number	3,820	1,400	4,375	7,250	