



Village of Bayside
9075 N Regent Road
Board of Trustees Meeting
January 16, 2020
Village Board Room, 6:00pm

**REVISED BOARD OF TRUSTEES
AGENDA**

PLEASE TAKE NOTICE that a meeting of the Village of Bayside Board of Trustees will be held at Bayside Village Hall, 9075 North Regent Road, Bayside, Wisconsin at the above noted time and date, at which the following items of business will be discussed and possibly acted upon:

I. CALL TO ORDER AND ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. CONSENT AGENDA

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

A. Approval of:

1. Board of Trustees meeting minutes, December 17, 2019.
2. Summary of Claims for December 7, 2019 through January 9, 2020 in the amount of \$129,213.02.
3. Application for issuance of operator's license request for Jesse Papermaster, Otto's Bayside, which has been approved by the Police Department.

IV. CITIZENS AND DELEGATIONS

Open to any citizen who wishes to speak on items not on the agenda. 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.

V. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Public Safety Committee

- a. Discussion/action on the December 2019 Police Department Report.
- b. Discussion/action on the December 2019 Communication Center Report.

2. Public Works Committee

- a. Discussion/action on the December 2019 Department of Public Works Report.
- b. Discussion/action on Resolution 20-____, a resolution proclaiming the celebration of 2020 Arbor Day in the Village of Bayside.
- c. Discussion/action on Resolution 20-____, A Resolution proclaiming the celebration of 2020 World Migratory Bird Day in the Village of Bayside.

- d. Discussion/action on contract award for the 2020 Sanitary Sewer Rehabilitation Project.

3. Finance and Administration Committee

- a. Discussion/action on the December 2019 Administrative Services Report.
- b. Discussion/action on the December 2019 Financial Statement and Investment Report.
- c. Discussion/action on 2019 Administrative Services Annual Report.
- d. Discussion/action on update to Identity Theft Prevention Program.

4. Intergovernmental Cooperation Council – No report.

5. Board of Zoning Appeals – No report.

6. Architectural Review Committee-No report.

7. Plan Commission – No report.

8. Library Board

- a. Discussion/action on the December 2019 Library Report.

9. Community Event Committee- No report.

10. North Shore Fire Department – No report.

11. Community Development Authority-No report.

VI. VILLAGE PRESIDENT'S REPORT

VII. VILLAGE MANAGER'S REPORT

VIII. VILLAGE ATTORNEY'S REPORT

IX. MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY PROPERLY BE BROUGHT BEFORE THE BOARD

X. CORRESPONDENCE

XI. MOTION TO ADJOURN TO CLOSED SESSION

- A.** Pursuant to Section 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons allow a Closed Session, (Library Services Agreement).
- B.** Pursuant to Section 19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Village Manager Performance Evaluation);

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

A. Action on items in closed session.

XIII. ADJOURNMENT

Lynn Galyardt, Administrative Services Director

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
January 16, 2020
Village Board Room, 6:00pm

**BOARD OF TRUSTEES
SUPPLEMENTAL AGENDA NOTES**

I. CALL TO ORDER AND ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. CONSENT AGENDA

A. Approval of:

1. **Board of Trustees meeting minutes, December 17, 2019.**
2. **Summary of Claims for December 7, 2019 through January 9, 2020 in the amount of \$129,213.02.**
3. **Application for issuance of operator's license request for Jesse Papermaster, Otto's Bayside, which has been approved by the Police Department.**

IV. CITIZENS AND DELEGATIONS

V. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Public Safety Committee

a. Discussion/action on the December 2019 Police Department Report.

Included in the packet is the December 2019 Police Department report. Of significant note, two grant funded radars arrived this month, part of the 2020 DOT Traffic Safety Grant that the Village was awarded in November. There have been 7 "instant winners" and 3 grand prize winners in the myBlue Trading Card contest. **Approval is recommended.**

b. Discussion/action on the December 2019 Communication Center Report.

Included in the packet is the December 2019 Communications Center report. Of significant note, dispatch staff completed training on Mutual Aid Box Alarm System (MABAS) cards that were updated in mid-December. The Communications Center applied to officially certify the training program with the Association of Public Safety Communications Officials-International (APCO). **Approval is recommended.**

2. Public Works Committee

a. Discussion/action on the December 2019 Department of Public Works Report.

Included in the packet is the December 2019 Department of Public Works report. Of significant note, tree trimming/pruning on street canopy is complete. The entire DPW staff completed our annual

safety training which discussed blood borne pathogens, excavating, hearing protection, and confined space. **Approval is recommended.**

- b. **Discussion/action on Resolution 20-____, a resolution proclaiming the celebration of 2020 Arbor Day in the Village of Bayside.**

This resolution will proclaim the Celebration of Arbor Day in the Village of Bayside to be observed on April 25, 2020. The Village encourages citizens to support efforts to plant and maintain trees now and in the future. **Approval is recommended.**

- c. **Discussion/action on Resolution 20-____, A Resolution proclaiming the celebration of 2020 World Migratory Bird Day in the Village of Bayside.**

This resolution will proclaim the Celebration of World Migratory Bird Day in the Village of Bayside to be observed on May 8, 2020. The Village encourages citizens to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large. **Approval is recommended.**

- d. **Discussion/action on contract award for the 2020 Sanitary Sewer Rehabilitation Project.**

The Village received bids from five (5) General Contractors to complete the 2020 Sanitary Sewer Rehabilitation Project. Visu-Sewer, Inc. is the low bidder with a total base bid of \$238,872.50 and an alternate bid of \$16,087.35. The Village accepted the base bid but rejected the alternate bid. The City of Mequon is coordinating and paying for the alternate bid. **Approval is recommended.**

3. Finance and Administration Committee

- a. **Discussion/action on the December 2019 Administrative Services Report.**

Included in the packet is the December 2019 Administrative Services report. Of significant note, the Household Hazardous Waste Clean Sweep grant funds were received. The process to transition to Municipal Court duties being handled by Glendale was completed. **Approval is recommended.**

- b. **Discussion/action on the December 2019 Financial Statement and Investment Report.**

Included in the packet is the December 2019 Financial Statement and Investment Report. **Approval is recommended.**

- c. **Discussion/action on 2019 Administrative Services Annual Report.**

Included in the packet is the 2019 Administrative Services Annual Report. Some 2019 Statistics of note include:

- Assisted 1,568 voters in two elections.
- Processed 614 building permits generating \$87,685.57 in revenue.
- Along with the Community Event Committee, hosted three successful event for residents – the Fourth of July Parade, the 5K walk/run, and the Village Picnic.
- Administered collection of 1,678 tax bills totaling \$18,645,432.12.
- Received the International City/County Management Association (ICMA) Center for Performance Measurement, Certificate of Distinction for Performance Measurement;

- and the GFOA Distinguished Budget Award.
- 2019 Board of Review was held. The average assessment increase was 1.97%.
- Administered both B-Bond borrowing Voluntary Municipal Water Projects.
- The Village continued to retain its Aa2 bond rating.
- Successfully held two elections.
- 2018 audit was completed with no new material weaknesses.

d. Discussion/action on update to Identity Theft Prevention Program.

The purpose of this program is to protect against the establishment of false accounts and ensure existing accounts are not being manipulated. This is a government requirement for any creditor who collects funds for services received after the fact and has a foreseeable risk of identity theft. The Village's Stormwater and Sanitary Sewer Utility billing process requires the Village to implement this program. Staff has reviewed the document and has recommended an update need to be made on page 6. **Approval is recommended.**

- 4. Intergovernmental Cooperation Council – **No report.**
- 5. Board of Zoning Appeals – **No report.**
- 6. Architectural Review Committee – **No report.**
- 7. Plan Commission – **No report.**
- 8. **Library Board**

a. Discussion/action on the December 2019 Library Report.

Included in the packet is the December 2019 Library report. Of significant note, the Youth Services Department received a mini-grant for \$990 to purchase materials for the monthly Homeschool Hands-on Learning program. **Approval is recommended.**

- 9. Community Event Committee – **No report.**
- 10. North Shore Fire Department – **No report.**
- 11. Community Development Authority – **No report.**

VI. VILLAGE PRESIDENT'S REPORT

VII. VILLAGE MANAGER'S REPORT

VIII. VILLAGE ATTORNEY'S REPORT

IX. MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY PROPERLY BE BROUGHT BEFORE THE BOARD

X. CORRESPONDENCE

XI. **MOTION TO ADJOURN TO CLOSED SESSION**

- A. Pursuant to Section 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons allow a Closed Session, (Library Services Agreement).

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

A. Action on items in closed session.

XIII. ADJOURNMENT

Lynn Galyardt, Administrative Services Director



Village of Bayside
9075 N Regent Road
Board of Trustees Meeting Minutes
December 17, 2019

I. CALL TO ORDER AND ROLL CALL

President Dickman called the meeting to order at 6:00pm.

ROLL CALL

President: Sam Dickman
Trustees: Mike Barth
Daniel Muchin-Excused
Robb DeGraff
Dan Rosenfeld
Eido Walny
Margaret Zitzer

Public Works Committee Member: JoAnn Lutz

Also Present: Village Manager Andy Pederson
Assistant Village Manager La'Neka Horton
Police Chief Doug Larsson
Administrative Services Director Lynn Galyardt
Communications Center Director Liane Scharnott
Village Attorney Chris Jaekels
Library Director Susan Draeger-Anderson
There was no one in the audience

II. PLEDGE OF ALLEGIANCE

III. CONSENT AGENDA

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

A. Approval of:

1. Board of Trustees meeting minutes, November 21, 2019.
2. Summary of Claims for November 9, 2019 through December 6, 2019 in the amount of \$193,144.55.

Motion by Trustee DeGraff, seconded by Trustee Barth, to approve the Board of Trustees meeting minutes, November 21, 2019 and the Summary of Claims for November 9, 2019 through December 6, 2019 in the amount of \$193,144.55. Motion carried unanimously.

IV. CITIZENS AND DELEGATIONS

Open to any citizen who wishes to speak on items not on the agenda. 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.

V. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Public Safety Committee

- a. **Presentation of International City/County Management Association (ICMA) Community Health and Safety, Under 10,000 Population, Award for myBlue Neighborhood Initiative.**

Manager Pederson stated the International City/County Management Association presented the Village this award for the myBlue Neighborhood Initiative and noted the Police Department would be presenting the program at the national conference in the spring.

- b. **Discussion/action on the November 2019 Police Department Report.**

Chief Larsson provided an overview of the November 2019 Police Department report stating the police department's response rate time for November was one minute, thirty-eight seconds, the department held an all staff meeting and the trading card program had its first instant winner. President Dickman questioned what the cost of the trading card program was. Chief Larsson stated the cost was \$1,300 not including man hours.

Motion by Trustee Rosenfeld, seconded by Trustee DeGraff, on acceptance of the November 2019 Police Department report. Motion carried unanimously.

- c. **Discussion/action on the November 2019 Communication Center Report.**

Director Scharnoff provided an overview of the November 2019 Communication Center report stating the department had applied to officially certify the training program with the Association of Public Safety Communications, current call processing time is twenty-seven seconds and calls have increased due to the weather and time of the year.

Motion by Trustee DeGraff, seconded by Trustee Barth, on acceptance of the November 2019 Communication Center Report. Motion carried unanimously.

2. Public Works Committee

- a. **Presentation of Milwaukee Metropolitan Sewerage District Green Luminary Award.**

President Dickman stated the Village had received this award for excellence in stormwater management with regards to the Tennyson Road project.

- b. **Discussion/action on the November 2019 Department of Public Works Report.**

Manager Pederson provided an overview of the November 2019 Department of Public Works Report stating the department had completed all of the loose leaf and yard waste collections for the year, while the department continued to tag recycling containers that contain unacceptable recycling the last load of recycling contained too many contaminants and was rejected and the winter fleet was ready to go should a snow event occur.

Motion by Trustee DeGraff, seconded by Trustee Barth, on acceptance of the November 2019 Department of Public Works Report. Motion carried unanimously.

3. Finance and Administration Committee

- a. **Discussion/action on Ordinance 19-____, an Ordinance to amend**

Section 125-5 of the Municipal Code with existing nonconforming lots.

Trustee Barth stated this ordinance reflects an update in State law regarding nonconforming lots and requires the consent of the owner where lots are contiguous and owned by the same owner. Attorney Jaekels stated this would comply with the Federal Supreme Court where the Village would not be allowed to force people to combine lots.

Motion by President Dickman, seconded by Trustee DeGraff, to approve Ordinance 19-706 to amend Section 125-5 of the Municipal Code with existing nonconforming lots. Motion carried unanimously by roll call vote.

b. Discussion/action on proclamation recognizing Lynn Galyardt for 20 years of service with the Village of Bayside.

Trustee Barth read the proclamation and the Village Board recognized Lynn Galyardt for her 20 years of service.

Motion by Trustee Barth, seconded by Trustee Walny, on acceptance of proclamation recognizing Lynn Galyardt for 20 years of service with the Village of Bayside. Motion carried unanimously.

c. Discussion/action on the November 2019 Administrative Services Report.

Director Galyardt provided an overview of the November 2019 Administrative Services Report stating the tax bills had been sent out and collections continued with 18% of Milwaukee County's taxes collected and 16% of Ozaukee County's collected. WaterStone Bank had collected 5.3% of the taxes for the Village.

Motion by Trustee Zitzer, seconded by Trustee Walny, on acceptance of the November 2019 Administrative Services Report. Motion carried unanimously.

d. Discussion/action on the November 2019 Financial Statement and Investment Report.

Trustee Barth stated revenues and expenditures are on track in all funds.

Motion by Trustee DeGraff, seconded by Trustee Walny, on acceptance of the November 2019 Financial Statement and Investment Report. Motion carried unanimously.

e. Discussion/action on Poll Worker Appointments for 2020.

Trustee Barth stated this is a requirement by State Statute.

Motion by President Dickman, seconded by Trustee Walny, to approve the Poll Worker Appointments for 2020. Motion carried unanimously.

f. Discussion/action on Resolution 19-_____, a Resolution to amend the 2019 Budget to reflect changes in revenues and expenditures.

Trustee Barth stated this resolution was to reflect an increase in library expenses and an adjustment in the DPW capital equipment for the purchase of a garbage truck.

Motion by President Dickman, seconded by Trustee Barth, to approve Resolution 19-33, a Resolution to amend the 2019 Budget to reflect changes in revenues and expenditures. Motion carried unanimously by roll call vote.

4. **Intergovernmental Cooperation Council** – No report.
5. **Board of Zoning Appeals** – No report.
6. **Architectural Review Committee** – No report.
7. **Plan Commission** – No report.
8. **Library Board**
 - a. **Discussion/action on the November 2019 Library Report.**

Director Susan Draeger-Anderson provided an overview of the November 2019 Library Report stating an outreach program had been started for the Elizabeth Residence, a teen career exploration event had been held to provide information regarding careers working with animals and a kickoff event for the North Shore Library Foundation had been held.

Motion by Trustee Rosenfeld, seconded by Trustee Barth, on acceptance of the November 2019 Library Report. Motion carried unanimously.

9. **Community Event Committee** – No report.
10. **North Shore Fire Department** – No report.
11. **Community Development Authority** – No report.

- VI. **VILLAGE PRESIDENT'S REPORT**-No report.
- VII. **VILLAGE MANAGER'S REPORT**-No report.
- VIII. **VILLAGE ATTORNEY'S REPORT**-No report.
- IX. **MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY PROPERLY BE BROUGHT BEFORE THE BOARD**
- X. **CORRESPONDENCE**
 - A. **Ronald McDonald House Charities of Eastern Wisconsin, Inc.**

President Dickman acknowledge the correspondence.

- XI. **MOTION TO ADJOURN TO CLOSED SESSION**
 - A. **Pursuant to Section 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons allow a Closed Session, (Library Services Agreement)**

Motion by President Dickman, seconded by Trustee Barth, to adjourn to closed session at 6:35pm pursuant to Section 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons allow a Closed Session, (Library Services Agreement). Motion carried unanimously by roll call vote.

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

Motion by President Dickman, seconded by Trustee Barth, to reconvene in open session at 6:50pm. pursuant to Section 19.85 (2). Motion carried unanimously by roll call vote.

A. Action on items in closed session.

1. Discussion/Action on Memorandum of understanding between the Villages of Bayside, Fox Point, River Hills and City of Glendale regarding the North Shore Library Fiscal Agent.

Motion by Trustee Barth, seconded by Trustee Rosenfeld, to approve the Memorandum of understanding between the Villages of Bayside, Fox Point, River Hills and City of Glendale regarding the North Shore Library Fiscal Agent. Motion carried unanimously.

XIII. ADJOURNMENT

Motion by Trustee DeGraff, seconded by Trustee Walny, to adjourn the meeting at 6:51pm. Motion carried unanimously.

Respectfully submitted,

Lynn Galyardt, Administrative Services Director

SUMMARY OF CLAIMS

December 7, 2019 through December 20, 2019

December 13, 2019	\$50,871.21
December 20, 2019	\$78,341.81

TOTAL	\$129,213.02
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Report Criteria:
Report type: Summary

Check Issue Date	Check Number	Payee	Amount
12/20/2019	35660	11301 NORTHPOINT LLC	10,345.56
12/20/2019	35661	ABT MAILCOM	20.00
12/20/2019	35662	AMAZON/SYNCB	1,436.45
12/20/2019	35663	AT&T	1,300.05
12/20/2019	35664	AT&T MOBILITY	9.23
12/20/2019	35665	BECK, REBECCA	35.00
12/20/2019	35666	CABRERA, DAVID	140.41
12/20/2019	35667	COMPASS MINERALS AMERICA INC	15,238.09
12/20/2019	35668	COONAN, CARLA	131.15
12/20/2019	35669	DAVIS & KUELTHAU S.C.	14,751.00
12/20/2019	35670	DIGGERS HOTLINE INC	209.90
12/20/2019	35671	DIVERSIFIED BENEFIT SERVICES	95.00
12/20/2019	35672	Gallagher, Edward	137.00
12/20/2019	35673	Gilitzer Electric	240.00
12/20/2019	35674	GUETZKE & ASSOCIATES INC.	475.00
12/20/2019	35675	HERBST OIL	4,639.40
12/20/2019	35676	HEY AND ASSOCIATES INC	4,533.77
12/20/2019	35677	HOEHNEN, ANGELA	113.63
12/20/2019	35678	HOLLOWAY, CHUCKSON	100.00
12/20/2019	35679	HUMPHREY SERVICE PARTS INC	227.68
12/20/2019	35680	JOURNAL SENTINAL-78932	45.46
12/20/2019	35681	KAPUR & ASSOCIATES	8,958.81
12/20/2019	35682	LIEB, ELIZABETH	35.00
12/20/2019	35683	MEINGAST, KURT	140.03
12/20/2019	35684	NEELY, DANIEL	128.38
12/20/2019	35685	NENAYDYKH, TATYANA	160.64
12/20/2019	35686	NETZOW, THOMAS	193.91
12/20/2019	35687	P.F. Pettibone & Co.	1,347.30
12/20/2019	35688	SECURIAN FINANCIAL GROUP	632.15
12/20/2019	35689	SHINKEN, SHERRY	121.16
12/20/2019	35690	VON BRIESEN & ROPER	1,067.50
12/20/2019	35691	Wanner, Jordan	124.87
12/20/2019	35692	WE ENERGIES	6,373.01
12/20/2019	35693	XYLEM WATER SOLUTIONS USA INC	1,383.00
12/20/2019	35694	VILLAGE OF FOX POINT	2,155.67
12/20/2019	35695	MILW COUNTY TREAS-MUNIC COUR	350.00
12/20/2019	35696	STATE OF WISCONSIN COURT	946.60
Grand Totals:			78,341.81

Report Criteria:

Report type: Summary

Check Issue Date	Check Number	Payee	Amount
12/13/2019	35625	ABRAHAM'S ON-SITE SHREDDING SE	91.00
12/13/2019	35626	ABT MAILCOM	20.00
12/13/2019	35627	AMAZON/SYNCB	.00
12/13/2019	35627	Void Check	.00
12/13/2019	35628	BAKER TILLY VIRCHOW KRAUSE LLP	2,235.00
12/13/2019	35629	BIRCHLINE PLANNING LLC	3,353.29
12/13/2019	35630	BUELOW VETTER BUIKEMA OLSON V	1,347.00
12/13/2019	35631	Carneol, Mitchell	173.81
12/13/2019	35632	CTaccess INC	882.00
12/13/2019	35633	DIVERSIFIED BENEFIT SERVICES	130.00
12/13/2019	35634	ELSER, ETHAN L	354.15
12/13/2019	35635	HOLLOWAY, CHUCKSON	100.00
12/13/2019	35636	HUMPHREY SERVICE PARTS INC	571.18
12/13/2019	35637	Klug, Peter	162.83
12/13/2019	35638	LIESENER SOILS INC	2,640.00
12/13/2019	35639	MADACC	1.65
12/13/2019	35640	MATHESON TRI-GAS INC DEPT 3028	44.85
12/13/2019	35641	MILW COUNTY TREAS-MUNIC COUR	407.00
12/13/2019	35642	MILW COUNTY TREASURER	9,123.90
12/13/2019	35643	OZAUKEE COUNTY CLERK	1,004.15
12/13/2019	35644	PINKERT, ELAINE	137.52
12/13/2019	35645	PITNEY BOWES INC	171.75
12/13/2019	35646	SAFEBUILT IIC	3,573.32
12/13/2019	35647	STATE OF WISCONSIN COURT	1,400.44
12/13/2019	35648	VILLAGE OF FOX POINT	14,354.82
12/13/2019	35649	VILLAGE OF RIVER HILLS	1,633.60
12/13/2019	35650	WE ENERGIES	4,908.45
12/13/2019	35651	WM RECYCLE AMERICA	740.48
12/13/2019	35652	AMAZON/SYNCB	611.95
12/13/2019	999996941	CARTER, JULIE	697.07
Grand Totals:			50,871.21

Police Department December 2019 Report

Highlights / Accomplishments

- Highpoints – Two grant funded radars arrived this month, part of the 2020 DOT Traffic Safety Grant that the village won in November. Chief Larsson and Mr. Pederson met with a communications consultant to discuss ways that the police department can handle social media during an active high-risk event. The Chief and Ms. Galyardt continue to work with the Glendale Municipal Court Clerk on transition issues. Chief spoke with CVMIC representative at length about a change in the holding-facility policy. Chief is working with the Fox Point – Bayside Educational Foundation to offer a raffle prize for a coming fundraiser. Command staff completed all employee evaluations due before the end of the year;
- Police Training – Training for the month included crowd management and interviewing / interrogating witnesses, victims and suspects. In 2019, 14 police officers attended 1,153 hours of training in 57 different courses;
- Community Interaction – Officer Dills and the Chief participated in the Brown Deer Shop with a Cop Program; Administrative Assistant Karen Frailing assisted with wrapping presents. Officers Bowe and Kadulski hosted a birthday party for 13 eleven-year-old boys. Lieutenant Miller met with members of Bayside Middle School, Stormonth School, Fox Point Police Department and Nicolet High School regarding a lesson plan for common emergency response training. Lieutenant Miller and Chief Larsson escorted 4 “instant prize” winners to school as part of the myBlue Trading Card contest;
- By the Numbers – Police Officers patrolled 9220 miles in September, an average of 53 miles per officer each per shift. Traffic stops increased 14% this year, arrests and citations are up by 31%, and security awareness rose by 24% as well, including vacant house watches and security infractions observed by police.



Officer Dills and friend with Santa and helper

myBlue

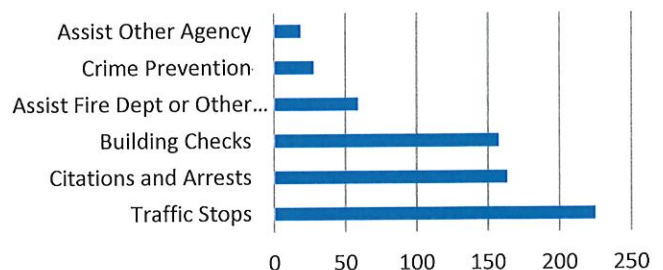
- There have been 7 “instant winners” and 3 grand prize winners in the Trading Card contest;
- Three new officers are being introduced to the myBlue program philosophy – (L to R is Officer Kleeba, Officer Metanova Lt. Fuller);
- Lt. Miller worked with the Department of Aging on behalf of a White oaks resident in distress; also assisted to domestic violence victims in his sector;
- Officer Dills making progress at introducing himself to his residents;
- Lt. Picciolo resolved several code compliance complaints in his sector;
- Officer Kadulski tried again to resolve differences between two neighbors – still unsuccessful.



Month Ahead

- Reviewing FY2019 expenditures / payables
- Constructing the 2019 Annual Police Report
- Completion of employee performance appraisals
- Preparation for Wisconsin accreditation group recertification
- Municipal Court venue change (to Glendale)
- Security and procedures review for Friendship Bakery

Top Five Police Activities and Traffic Enforcement



Communications Center December 2019 Report

Highlights/Accomplishments:

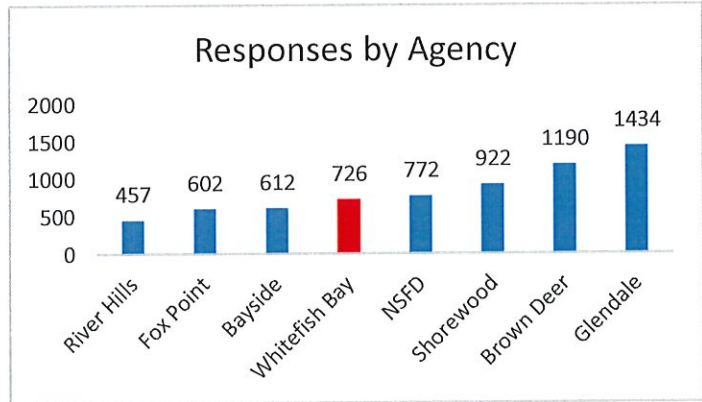
- BCC applied to officially certify the training program with the Association of Public Safety Communications Officials-International (APCO). This process ensures the centers compliance with national standards and best practices regarding policies and education standards for staff.
- Dispatch Staff completed training on mutual aid Box alarm system (MABAS) cards that were updated mid-December. The training covered recommendations for NSFD and fire apparatus response in Milwaukee County.
- Supervisors are completing SMART goals for all employees for the new Performance Appraisal process which roles out in 2020.
- Call of the month was a welfare check in Brown Deer at TJ Maxx. A caller reported a female came into the store saying she was lost. Subject was determined to be a reported missing from Milwaukee PD and was

Metric	Measurement	Actual
Dispatch Time	Time to Dispatch Vehicle	28 seconds
Dispatch Call Review	Call Reviews	In progress
Department Accreditation	Departments	100%

Call Type	Month	2019 YTD	2018 YTD	YTD Change
911	2,198	25,975	25,334	+2.5%
Non-Emergency	6,449	83,039	82,879	+2%
Outbound	1,618	21,810	19,954	+9.3%
Total	8,391	109,014	108,213	+7%

Top 5 Response Types:

1. Traffic Stop
2. Vacation/Business Check
3. 911 hang up
4. Suspicious Activity
5. Advanced Life Support



Priorities for Next Month:

- IT Director Foscatto will be welcoming Tom Dalcher to the IT team on January 20th.
- 911 Special Committee will be presenting 911 data and recommendations to the Milwaukee County Chiefs Group in January.
- IT Staff will be completing Pro Phoenix update on Jan 9th, which includes 2020 hot fixes and updates.

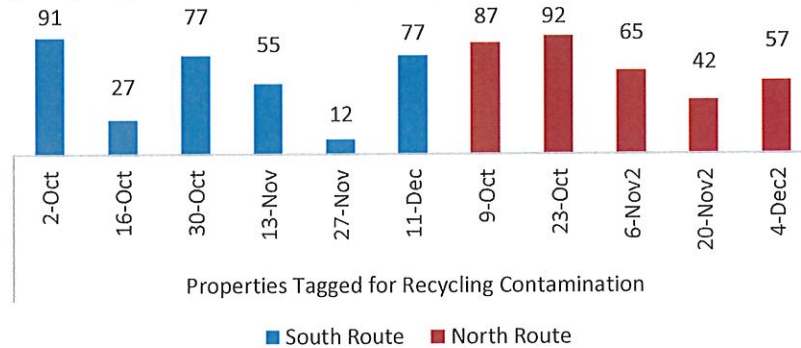


Training Coordinator Krantz

Department of Public Works December 2019 Report

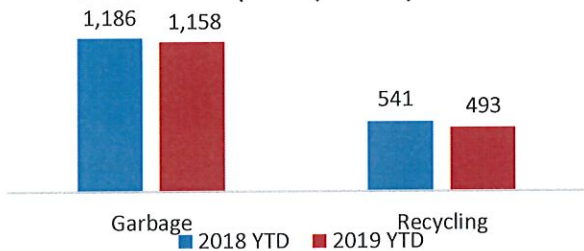
Activity by the Numbers

- Leaf collection completed with 574 stops with approximately 380 yards of leaves collected.
- Yard waste collection completed with 355 stops and approximately 60 yards of material collected.
 - This collection was impromptu due to the late season and a heavy storm that came through.
- Overall stops in 2019 for yard waste is 6,075; for leaves is 2,194.
- Sewer cleaning has been started with a total of 3,726 feet cleaned this month.
- Tree removal has started in the Village Right of Way with 51 trees removed.
- DPW held a holiday recycling drop off with 189 participants.

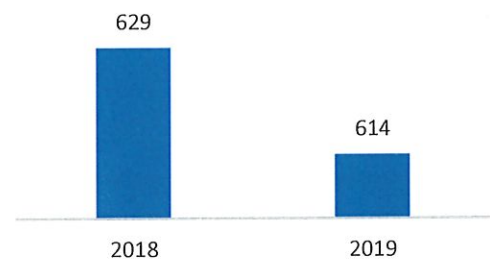


Homes tagged for Recycling contamination

YTD Garbage and Recycling Collection (Tons) Comparison



Building Permits YTD



Highlights/Accomplishments

- The entire DPW completed our annual safety training which talked about blood borne pathogens, excavating, hearing protection and confined space.
- The DPW assisted the IT department by running a new cable for the police booking camera and made a repair to the sink in the police evidence room.
- The yard waste pile was ground down into mulch which produced approximately 1,500 yards of new mulch.
- Tree trimming/pruning on street canopy is complete.
- DPW Technician Jason Fischer, tested and passed to obtain his class "A" Commercial Drivers License.
- The DPW took advantage of the dry weather and hard ground to do some overhaul and organization in the DPW waste and storage yard to better utilize the space available.

Month Ahead

- Dead tree removal in the right-of-way to continue throughout the Village.
- We have suspended the tagging of recycling cans for now and will be installing information recycling tags on every recycling can in Bayside showing appropriate recyclables.
- Continue to perform sanitary sewer jet cleaning.
- Continue DPW building cleaning and organization on bad weather days as well as performing pop up winter operations.

STATE OF WISCONSIN
MILWAUKEE AND OZAUKEE COUNTIES
VILLAGE OF BAYSIDE

RESOLUTION NO: 20-_____

A Resolution Proclaiming the Celebration of Arbor Day in the Village of Bayside

WHEREAS, Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for planting of trees, and this holiday, called Arbor Day, was established in 1872 in the State of Nebraska to recognize the importance of trees in our lives; and

WHEREAS, the celebration of Arbor Day may be observed throughout the year, and the Village wishes to celebrate its urban forestry inventory; and

WHEREAS, trees in the Village increase air quality, reduce pollution, and provide aesthetic beauty; and

WHEREAS, the Village wishes to encourage environmental awareness for current and future generations;

THEREFORE, BE IT RESOLVED, that, Samuel Dickman, Village President and the Village Board of Trustees designates April 25, 2020 to observe Arbor Day in the Village of Bayside and encourage citizens to support efforts to plant and maintain trees now and in the future.

PASSED AND ADOPTED by the Village Board of Trustees of the Village of Bayside this _____ day of January, 2019.

VILLAGE OF BAYSIDE

Samuel D. Dickman, Village President

Attest

Lynn A. Galyardt, Administrative Services
Director/Village Clerk/Treasurer

STATE OF WISCONSIN
MILWAUKEE AND OZAUKEE COUNTIES
VILLAGE OF BAYSIDE

RESOLUTION NO: 20-_____

A Resolution proclaiming the celebration of World
Migratory Bird Day in the Village of Bayside

WHEREAS, migratory birds are some of the most beautiful and easily observed wildlife that share our communities, and

WHEREAS, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring, and

WHEREAS, these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide, and

WHEREAS, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes, and

WHEREAS, public awareness and concern are crucial components of migratory bird conservation, and

WHEREAS, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining health bird populations, and

WHEREAS, since 1993 World Migratory Bird Day (WMBD) (formerly International Migratory Bird Day) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S., and

WHEREAS, hundreds of thousands of people will observe WMBD, gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun, and

WHEREAS, while WMBD officially is held each year on the second Saturday in May, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants, and

WHEREAS, WMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action;

THEREFORE, BE IT RESOLVED, that Samuel Dickman, the Village of Bayside and the Village Board of Trustees designate May 8, 2020 to observe World Migratory Bird Day in the Village of Bayside and encourage citizens to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

PASSED AND ADOPTED by the Village Board of the Village of Bayside this _____ of January, 2020.

VILLAGE OF BAYSIDE

Samuel D. Dickman, Village President

Attest:

Lynn A. Galyardt, Administrative Services
Director/Village Clerk/Treasurer

V A 2 d



we listen. we innovate. we turn your vision into reality.

December 19, 2019

Mr. Andrew K. Pederson
Village Manager
Village of Bayside
9075 North Regent Road
Bayside, Wisconsin 53217-1800

Re: 2020 Sanitary Sewer Rehabilitation Project
Village of Bayside

Dear Mr. Pederson:

Bids were received from five (5) General Contractors to complete 2020 Sanitary Sewer Rehabilitation Project as detailed in the plans and specifications prepared by our office.

After reviewing of the bids, it was determined that Visu-Sewer, Inc. is the apparent low bidder with the following total bid amounts:

- Total Base Bid is \$238,872.50
- Alternate Bid 1 is \$16,087.35.

Visu-Sewer, Inc. has performed this type of work on previous their projects and the firm is qualified to complete the items under this contract.

Kapur & Associates, Inc. recommends the award of this project to Visu-Sewer, Inc..

I have included a bid tabulation of all bidders for your records.

Should you have any comments or need additional information, please call me at (414) 751-7285.

Sincerely,

KAPUR & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read 'Y Amelyan', is written over the printed name.

Yuriy Amelyan, P.E.
Senior Project Manager

Cc: La'Neka Horton, Assistant Village Manager

**2020 SANITARY SEWER
REHABILITATION PROJECT
VILLAGE OF BAYSIDE, WI**

BID OPENING: 10:00 a.m. Thursday, December 19, 2019

Visu-Sewer	Terra Engineering Const.	Michels Corporation	Instituform Technologies	National Power Rodding Corp
W230 N4855 Betker Dr	2409 Vondron Road	817 W. Main St.	17989 Edison Avenue	2500 W Arthington St.
Pewaukee, WI 53072	Madison, WI 53718	Brownsville, WI 53066	Chesterfield, MO 63005	Chicago, IL 60612
P: 262-695-2340	P: 608-221-3501	P: 920-583-3132	P: 636-530-8800	P: 312-666-7700
F: 262-695-2359	F: 608-221-4075	F: 920-583-3429	F: 636-530-8701	F: 312-666-0748
UNIT \$	UNIT \$	UNIT \$	UNIT \$	UNIT \$
TOTAL	TOTAL	TOTAL	TOTAL	TOTAL

A. BASE BID - 2020 SANITARY SEWER REHABILITATION PROJECT

ITEM NO.	ITEM	QTY	UNIT	UNIT \$	TOTAL
1	Sanitary Sewer 8-inch CIPP Lining	5,700	L.F.	\$ 24.35	\$ 138,795.00
2	Sanitary Sewer 10-inch CIPP Lining	2,430	L.F.	\$ 24.25	\$ 58,927.50
3	Sanitary Sewer 18-inch CIPP Lining	935	L.F.	\$ 40.00	\$ 37,400.00
4	Sanitary Sewer 8-inch Sectional CIPP Liner (5 feet)	1	Each	\$ 3,600.00	\$ 3,600.00
5	Traffic Control	1	L.S.	\$ 150.00	\$ 150.00
Total Base Bid:					\$ 238,872.50

Submitted Bid: **\$ 472,572.50**

B. ALTERNATE BID 1:

ITEM NO.	ITEM	QTY	UNIT	UNIT \$	TOTAL
1	Sanitary Sewer 8-inch Spot Repair (Open Cut)	1	EACH	\$ 16,087.35	\$ 16,087.35
Total Alternate Bid 1:					\$ 16,087.35

Submitted Bid: **\$ 384,004.50**

UNIT \$	UNIT \$	UNIT \$	UNIT \$	UNIT \$
TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
\$ 24.50	\$ 26.00	\$ 37.90	\$ 40.00	\$ 40.00
\$ 139,650.00	\$ 148,200.00	\$ 216,030.00	\$ 228,000.00	\$ 228,000.00
\$ 25.00	\$ 28.00	\$ 35.70	\$ 41.00	\$ 41.00
\$ 60,750.00	\$ 68,040.00	\$ 86,751.00	\$ 99,630.00	\$ 99,630.00
\$ 80.00	\$ 72.00	\$ 71.80	\$ 85.50	\$ 85.50
\$ 74,800.00	\$ 67,320.00	\$ 67,133.00	\$ 79,942.50	\$ 79,942.50
\$ 5,500.00	\$ 4,535.00	\$ 4,995.20	\$ 25,000.00	\$ 25,000.00
\$ 7,300.00	\$ 6,000.00	\$ 9,095.30	\$ 40,000.00	\$ 40,000.00
\$ 288,000.00	\$ 294,095.00	\$ 384,004.50	\$ 472,572.50	\$ 472,572.50

UNIT \$	UNIT \$	UNIT \$	UNIT \$	UNIT \$
TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
\$ 19,900.00	\$ 14,900.00	\$ 37,000.00	\$ 35,000.00	\$ 35,000.00
\$ 19,900.00	\$ 14,900.00	\$ 37,000.00	\$ 35,000.00	\$ 35,000.00

Administrative Services December 2019 Report

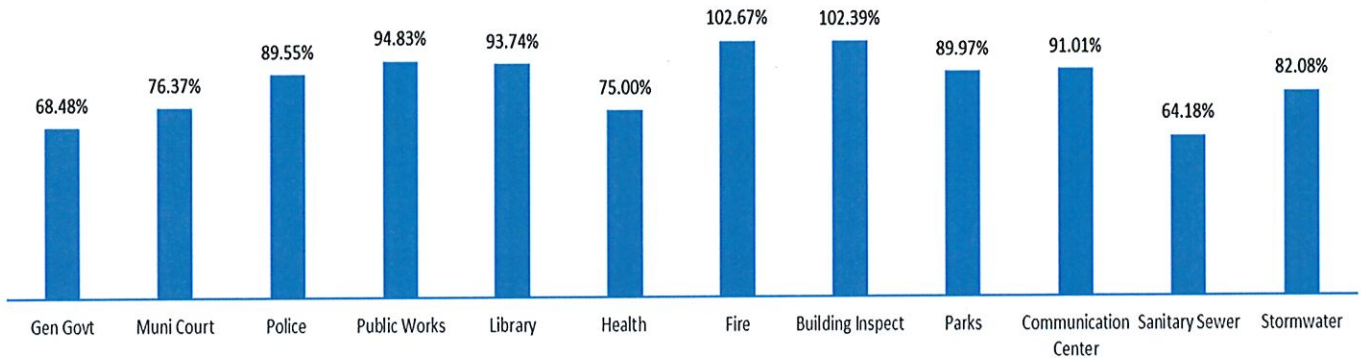
Highlights/Accomplishments:

- Property tax collections continue:
 2019 Ozaukee County YTD: 45.10% (2018 YTD: 50.92%)
 2019 Milwaukee County YTD: 58.59% (2018 YTD: 57.63%)
- The Household Hazardous Waste Clean Sweep grant funds in the amount of \$5,826.85 were received.
- The process to transition to Municipal Court duties being handled by Glendale was completed.
- Budget numbers for both the Village and the Library were entered into the accounting program.
- The 2019 Levy Limit Worksheet was completed and submitted to the State along with the Statement of Taxes for both Counties.
- Grant funding of a total of \$230, 636.96 was awarded in 2019 and as of the end of December \$58,243.35 has been received. Staff is working submitting funding requests for the remaining amount and it is anticipated the funds will be received in January 2020.

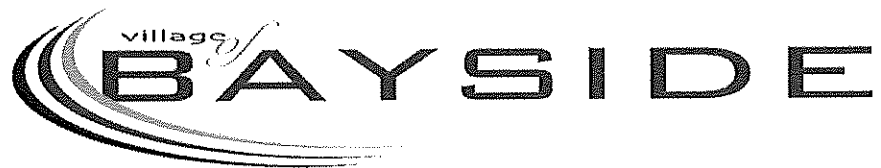
Priorities for Next Month:

- Tax collection.
- Preparation for 2020 Spring Primary Election.

Percentage of 2019 Budget Spent



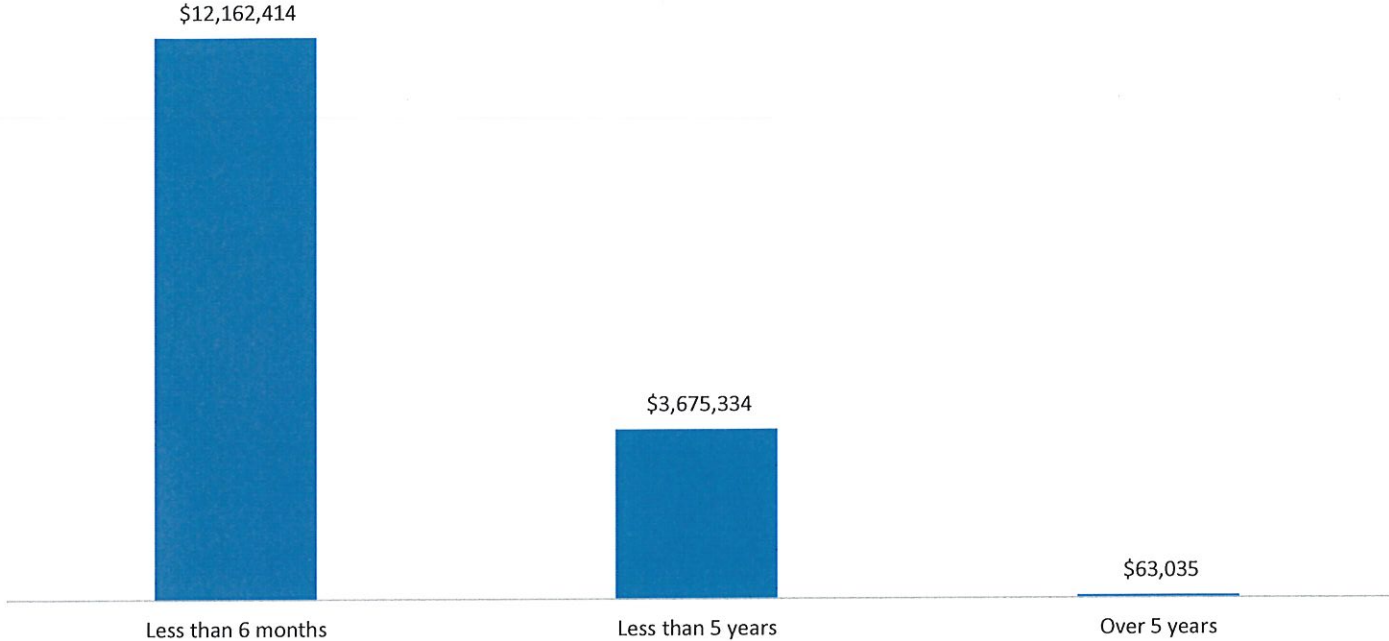
Revenues					
	<u>2019 YTD</u>	<u>2018 YTD</u>	<u>2019 vs. 2018</u>	<u>2019 Budget</u>	<u>Trending</u>
General Fund	\$4,528,063.34	\$3,776,126.98	19.9%	\$4,270,196	106%
Sanitary Sewer	\$901,410.81	\$916,409.18	-1.6%	\$949,050	95%
Stormwater	\$533,059.64	\$1,043,957.34	-48.9%	\$527,522	101%
Consolidated Dispatch	\$2,438,888.35	\$2,353,886.09	3.6%	\$2,361,618	103%
Expenditures					
	<u>2019 YTD</u>	<u>2018 YTD</u>	<u>2019 vs. 2018</u>	<u>2019 Budget</u>	<u>Trending</u>
General Fund	\$4,042,205.41	\$3,504,706.77	15.3%	\$4,541,936	89%
Sanitary Sewer	\$800,695.10	\$788,013.73	1.6%	\$1,247,485	64%
Stormwater	\$407,677.28	\$816,977.16	-50.1%	\$527,522	77%
Consolidated Dispatch	\$2,178,900.38	\$2,307,156.88	-5.6%	\$2,394,003	91%



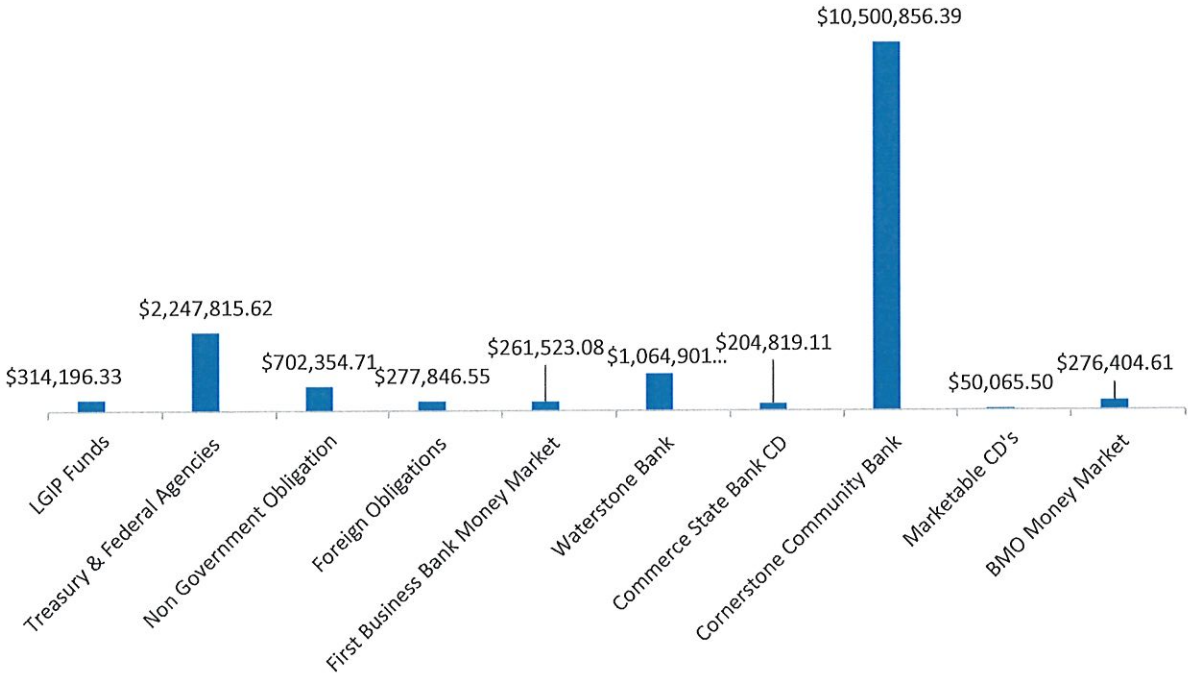
DECEMBER PRELIMINARY 2019

**FINANCIAL STATEMENT
and
INVESTMENT REPORT**

Investment Portfolio by Maturity Date



Summary of Investment Types



Village of Bayside
Monthly Investment returns

2019

Investment	January EOM Balance	Interest Income	Interest Rate	February EOM Balance	Interest Income	Interest Rate	March EOM Balance	Interest Income	Interest Rate	
Cornerstone Community Bank	709,749.68		0.00%	222,096.98		0.00%	606,801.45		0.00%	
CWWL Reserve	31,952.54	67.70	2.50%	32,013.82	61.28	2.50%	32,077.41	63.59	2.50%	
Money Market	131,191.47	277.97	2.50%	131,443.07	251.60	2.50%	131,704.16	261.09	2.50%	
Investment Portfolio	8,300,522.46	20,729.61	2.50%	6,398,468.14	16,099.97	2.50%	6,399,292.44	20,729.61	2.50%	
Fees	-	-	-	-	-	-	-	-	-	
First Business Bank	259,273.98	263.98	0.88%	259,512.65	238.67	1.21%	259,760.08	247.43	1.21%	
Fees	-	-	-	-	-	-	-	-	-	
Waterstone Bank										
Fees	-	-	-	-	-	-	-	-	-	
Municipal Checking	417,324.14	30.33	0.10%	12,433.30	22.73	0.10%	26,554.05	1.20	0.10%	
Money Market	10,026.03	0.85	0.10%	10,026.80	0.77	0.10%	10,027.65	0.85	0.10%	
CD-23 month	249,764.64	522.86	2.25%	250,288.60	523.96	2.25%	250,762.85	474.25	2.25%	
Commerce State Bank CD	201,944.66		2.11%	201,944.66		2.11%	204,819.11		2.70%	
LGIP General	307,905.60	644.76	2.47%	308,485.77	580.17	2.47%	309,133.95	648.18	2.47%	
LGIP Sewer	4.34	0.01	2.47%	4.35	0.01	2.47%	4.36	0.01	2.47%	
LGIP Road Reserve	10.00	0.02	2.47%	10.02	0.02	2.47%	10.04	0.02	2.47%	
Trust Investment	3,449,512.24	6,015.59	1.91%	3,453,973.66	16,117.58	1.91%	3,472,780.17	6,161.00	1.91%	
Fees	-	(417.95)	-	-	(831.16)	-	-	(399.88)	-	
Non Cash Asset transaction fee	-	(229.81)	-	-	(661.45)	-	-	(152.80)	-	
Total Investment portfolio	\$ 14,069,181.78	\$ 27,905.92	1.71%	\$ 11,280,701.82	\$ 32,404.15	1.74%	\$ 11,703,727.72	\$ 28,034.55	1.78%	
Investment	April EOM Balance	Interest Income	Interest Rate	May EOM Balance	Interest Income	Interest Rate	June EOM Balance	Interest Income	Interest Rate	
Cornerstone Community Bank	231,220.70		0.00%	457,939.66		0.00%	198,242.76		0.00%	
CWWL Reserve	32,147.72	70.31	2.50%	32,215.98	68.26	2.50%	32,277.76	61.76	2.50%	
Money Market	131,992.83	288.67	2.50%	132,273.09	280.26	2.50%	132,526.76	253.67	2.50%	
Investment Portfolio	5,464,878.19	13,155.92	2.50%	5,401,483.06	11,610.16	2.50%	4,223,865.61	10,339.33	2.50%	
Fees	-	-	-	-	-	-	-	-	-	
First Business Bank	260,033.36	273.28	1.21%	260,298.38	265.02	1.21%	260,538.00	239.62	1.21%	
Fees	-	-	-	-	-	-	-	-	-	
Waterstone Bank										
Fees	-	-	-	-	-	-	-	-	-	
Municipal Checking	35,217.50	2.76	0.10%	49,104.96	5.36	0.10%	49,110.99	6.03	0.10%	
Money Market	10,028.47	0.82	0.10%	10,029.32	0.85	0.10%	10,030.15	0.83	0.10%	
CD-23 month	251,288.90	526.05	2.25%	251,288.90	510.15	2.25%	252,327.28	528.23	2.25%	
Commerce State Bank CD	204,819.11		2.70%	204,819.11		2.70%	204,819.11		2.70%	
LGIP General	309,766.47	632.52	2.49%	310,412.31	645.84	2.49%	311,044.94	618.14	2.42%	
LGIP Sewer	4.37	0.01	2.49%	4.38	0.01	2.49%	4.38	0.01	2.42%	
LGIP Road Reserve	10.06	0.02	2.49%	10.08	0.02	2.49%	10.08	0.02	2.42%	
Trust Investment	3,478,873.12	7,616.08	2.13%	3,498,575.08	9,300.13	2.13%	3,515,220.64	6,176.75	2.02%	
Fees	-	(401.65)	-	-	(396.86)	-	-	(422.50)	-	
Non Cash Asset transaction fee	-	(188.46)	-	-	(438.01)	-	-	(718.80)	-	
Total Investment portfolio	\$ 10,410,280.80	\$ 21,976.33	1.80%	\$ 10,608,454.81	\$ 21,851.19	1.80%	\$ 9,190,018.46	\$ 17,083.11	1.78%	
Investment	July EOM Balance	Interest Income	Interest Rate	August EOM Balance	Interest Income	Interest Rate	September EOM Balance	Interest Income	Interest Rate	
Cornerstone Community Bank	425,559.19		0.00%	142,688.41		0.00%	212,390.04		0.00%	
CWWL Reserve	32,349.16	71.40	2.50%	32,412.69	63.53	2.50%	32,474.11	61.42	2.50%	
Money Market	132,819.92	293.16	2.50%	133,080.76	260.84	2.50%	133,254.19	173.43	2.50%	
Investment Portfolio	5,765,563.53	9,675.42	2.47%	4,388,614.52	10,311.28	2.42%	3,746,068.17	7,453.68	2.17%	
Fees	-	-	-	-	-	-	-	-	-	
First Business Bank	260,820.66	282.66	1.21%	261,049.33	228.67	1.07%	261,222.41	173.08	0.78%	
Fees	-	-	-	-	-	-	-	-	-	
Waterstone Bank										
Fees	-	-	-	-	-	-	-	(10.00)	-	
Municipal Checking	1,262.07	5.23	0.10%	1,262.07	2.00	0.10%	1,256.07	2.00	0.10%	
Money Market	10,031.00	0.85	0.10%	10,031.85	0.85	0.10%	10,032.68	0.85	0.10%	
CD-23 month	252,839.54	512.26	2.25%	253,369.94	530.40	2.25%	253,901.47	531.53	2.25%	
Commerce State Bank CD	204,819.11		2.70%	204,819.11		2.70%	204,819.11		2.70%	
LGIP General	311,660.36	629.91	2.38%	312,235.31	574.94	2.17%	312,794.17	558.86	2.18%	
LGIP Sewer	4.40	0.01	2.38%	4.41	0.01	2.17%	4.42	0.01	2.18%	
LGIP Road Reserve	10.12	0.02	2.38%	10.14	0.02	2.17%	10.16	0.02	2.18%	
Trust Investment	3,515,483.90	6,361.97	2.03%	3,538,525.06	6,426.07	2.07%	3,537,288.40	8,860.13	2.07%	
Fees	-	(430.56)	-	-	(419.56)	-	-	(440.93)	-	
Non Cash Asset transaction fee	-	(415.33)	-	-	(157.76)	-	-	(230.24)	-	
Total Investment portfolio	\$ 10,913,222.96	\$ 16,987.00	1.77%	\$ 9,278,103.60	\$ 17,821.29	1.71%	\$ 8,705,515.40	\$ 17,133.84	1.67%	
Investment	October EOM Balance	Interest Income	Interest Rate	November EOM Balance	Interest Income	Interest Rate	December EOM Balance	Interest Income	Interest Rate	Annualized Return Average
Cornerstone Community Bank	117,432.29		0.00%	239,802.70		0.00%	311,883.33		0.00%	0.00%
CWWL Reserve	32,533.96	59.85	2.50%	32,584.70	50.74	1.92%	32,634.68	49.98	1.92%	2.40%
Money Market	133,578.65	245.73	2.50%	133,787.00	208.35	1.92%	133,992.19	205.19	1.71%	2.39%
Investment Portfolio	3,471,750.14	6,893.41	2.17%	3,026,983.57	5,233.43	1.92%	10,022,346.19	6,918.87	1.71%	2.32%
Fees	-	-	-	-	-	-	-	-	-	-
First Business Bank	261,377.71	155.30	0.70%	261,523.08	145.37	0.70%	261,683.58	160.50	0.70%	1.01%
Fees	-	-	-	-	-	-	-	-	-	-
Waterstone Bank										
Fees	-	-	-	-	-	-	-	-	-	-
Municipal Checking	1,268.07	12.00	0.10%	1,270.01	2.00	0.10%	799,397.94	20.12	0.10%	0.10%
Money Market	10,033.53	0.85	0.10%	10,034.35	0.82	0.10%	10,035.21	0.86	0.10%	0.10%
CD-23 month	254,416.92	515.45	2.25%	254,950.64	533.72	2.25%	255,468.22	517.58	2.25%	2.25%
Commerce State Bank CD	204,819.11		2.70%	204,819.11		2.70%	204,819.11		2.70%	2.60%
LGIP General	313,305.52	558.86	1.92%	313,746.74	441.22	1.71%	314,181.68	434.94	1.63%	2.23%
LGIP Sewer	4.43	0.01	1.92%	4.44	0.01	1.71%	4.45	0.01	1.63%	2.23%
LGIP Road Reserve	10.18	0.02	1.92%	10.19	0.01	1.71%	10.20	0.01	1.63%	2.23%
Trust Investment	3,547,960.72	6,426.07	2.13%	3,547,587.76	6,499.30	2.13%	3,554,486.99	6,779.67	2.17%	2.05%
Fees	-	(427.15)	-	-	(440.28)	-	-	(441.73)	-	
Non Cash Asset transaction fee	-	(321.54)	-	-	(512.32)	-	-	(744.81)	-	
Total Investment portfolio	\$ 8,348,491.23	\$ 14,118.86	1.61%	\$ 8,027,104.29	\$ 12,162.37	1.45%	\$ 15,900,943.77	\$ 13,901.19	1.40%	1.69%

VILLAGE OF BAYSIDE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	%	
<u>TAXES</u>						
10-41100	PROPERTY TAXES	.00	3,105,389.00	3,105,289.00	100.00-	100.0
10-41300	INTEREST ON DELINQUENT TAXES	.00	13,066.81	12,000.00	1,066.81-	108.9
10-41500	PAYMENT IN LIEU OF TAXES	.00	35,795.37	42,378.00	6,582.63	84.5
TOTAL TAXES		.00	3,154,251.18	3,159,667.00	5,415.82	99.8
<u>INTERGOVERNMENTAL</u>						
10-43210	COMMUNITY DEVELOPMENT BLOC	.00	.00	5,598.00	5,598.00	.0
10-43225	PUBLIC SAFETY COMMUNICATION	.00	94,099.00	94,099.00	.00	100.0
10-43410	STATE SHARED REVENUES	.00	60,322.02	60,324.00	1.98	100.0
10-43510	RECYCLING GRANT	.00	25,679.27	25,634.00	45.27-	100.2
10-43520	STATE FIRE INSURANCE	.00	22,223.11	.00	22,223.11-	.0
10-43530	EXEMPT COMPUTER AID	.00	15,159.62	14,801.00	358.62-	102.4
10-43540	STATE TRANSPORTATION AIDS	.00	385,683.92	402,837.00	17,153.08	95.7
10-43545	ST 32 HIGHWAY AIDS	.00	16,872.74	16,873.00	.26	100.0
10-43555	INTERGOVERNMENTAL GRANT	.00	4,180.00	.00	4,180.00-	.0
10-43600	EXPENDITURE RESTRAINT	.00	79,998.00	79,998.00	.00	100.0
TOTAL INTERGOVERNMENTAL		.00	704,217.68	700,164.00	4,053.68-	100.6
<u>LICENSES & PERMITS</u>						
10-44100	OPERATORS LICENSE	55.00	1,430.00	1,000.00	430.00-	143.0
10-44120	LIQUOR LICENSE	.00	3,010.00	3,000.00	10.00-	100.3
10-44140	CIGARETTE LICENSE	.00	300.00	300.00	.00	100.0
10-44210	BICYCLE LICENSE	.00	20.00	.00	20.00-	.0
10-44220	ANIMAL LICENSES	529.71	2,114.13	1,500.00	614.13-	140.9
10-44300	CABLE FRANCHISE FEES	.00	73,662.98	74,000.00	337.02	99.5
10-44415	ARC APPLICATION FEES	60.00	1,920.00	2,580.00	660.00	74.4
10-44420	OCCUPANCY PERMITS	100.00	300.00	140.00	160.00-	214.3
10-44435	TRANSIENT MERCHANT PERMIT	.00	520.00	300.00	220.00-	173.3
10-44460	BUILDING PERMITS	4,607.22	87,685.57	52,000.00	35,685.57-	168.6
10-44480	VACANT PROPERTY FEE	.00	1,750.00	.00	1,750.00-	.0
10-44495	EXCAVATION/RIGHT OF WAY/PRIVL	300.00	25,282.50	8,700.00	16,582.50-	290.6
10-44520	HOME OCCUPATION FEES	.00	200.00	.00	200.00-	.0
10-44525	FILL PERMIT	.00	1,600.00	.00	1,600.00-	.0
10-44530	RUMMAGE SALE PERMITS	10.00	190.00	220.00	30.00	86.4
10-44535	DUMPSTER PERMITS	350.00	1,993.09	60.00	1,933.09-	3321.8
10-44540	SIGN PERMITS	.00	980.00	700.00	280.00-	140.0
10-44550	CONDITIONAL USE APPLICATION	.00	1,200.00	300.00	900.00-	400.0
10-44555	BOARD OF ZONING APPEALS FEES	.00	500.00	.00	500.00-	.0
10-44560	TREE PROGRAM	.00	7,000.00	5,000.00	2,000.00-	140.0
10-44570	SPECIAL EVENT PERMITS	.00	400.00	250.00	150.00-	160.0
TOTAL LICENSES & PERMITS		6,011.93	212,058.27	150,050.00	62,008.27-	141.3

VILLAGE OF BAYSIDE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	%
<u>FINES & FORFEITURES</u>					
10-45100 FINES & FORFEITURES	2,867.71	65,942.94	65,000.00	942.94-	101.5
10-45120 COURT SERVICE FEE	.00	25.00	.00	25.00-	.0
10-45125 MISC SERVICE FEE-NOTARY/FINGER	.50	177.50	625.00	447.50	28.4
TOTAL FINES & FORFEITURES	2,868.21	66,145.44	65,625.00	520.44-	100.8
<u>PUBLIC CHARGES FOR SERVICES</u>					
10-46110 PROPERTY STATUS REVENUE	200.00	5,510.00	2,000.00	3,510.00-	275.5
10-46120 PUBLICATION FEES	.00	175.00	175.00	.00	100.0
10-46130 DATA SALES	264.10	1,031.40	500.00	531.40-	206.3
10-46310 SPECIAL PICKUPS	519.00	11,471.25	8,000.00	3,471.25-	143.4
10-46315 MULCH DELIVERIES	.00	6,241.00	5,500.00	741.00-	113.5
10-46320 GARBAGE & RECYCLING	1,598.92	4,871.42	2,600.00	2,271.42-	187.4
10-46330 WELL PERMIT/ABANDONMENT FEES	100.00	200.00	.00	200.00-	.0
10-46400 EQUIPMENT RENTAL- SEWER FUND	.00	17,500.00	17,500.00	.00	100.0
10-46415 EQUIPMENT RENTAL- STORMWATER	.00	17,500.00	17,500.00	.00	100.0
10-46710 PARK FACILITY RENTAL & PROGRA	(70.00)	688.50	770.00	81.50	89.4
10-46715 PUBLIC WORKS SERVICE REVENUE	.00	2,109.62	285.00	1,824.62-	740.2
TOTAL PUBLIC CHARGES FOR SERVI	2,612.02	67,298.19	54,830.00	12,468.19-	122.7
<u>MISCELLANEOUS REVENUE</u>					
10-48100 INTEREST	14,998.96	230,514.99	130,000.00	100,514.99-	177.3
10-48110 UNREALIZED GAIN/LOSS	(276.66)	23,163.09	.00	23,163.09-	.0
10-48120 REALIZED GAIN/LOSS	837.95	20,953.69	.00	20,953.69-	.0
10-48200 MISCELLANEOUS REVENUE	194.98	2,093.09	500.00	1,593.09-	418.6
10-48210 COPIES	.00	163.67	600.00	436.33	27.3
10-48220 FALSE ALARM FEES	55.00	4,380.00	1,200.00	3,180.00-	365.0
10-48230 RECYCLING PROCEEDS	.00	1,092.69	2,060.00	967.31	53.0
10-48260 INSURANCE AWARDS/DIVIDENDS	.00	26,701.28	.00	26,701.28-	.0
10-48310 EQUIPMENT SALE PROCEEDS	14,991.58	15,030.08	5,500.00	9,530.08-	273.3
TOTAL MISCELLANEOUS REVENUE	30,801.81	324,092.58	139,860.00	184,232.58-	231.7
TOTAL FUND REVENUE	42,293.97	4,528,063.34	4,270,196.00	257,867.34-	106.0

VILLAGE OF BAYSIDE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>GENERAL GOVERNMENT</u>					
10-51000-110 WAGES FT	30,823.73	241,010.39	232,225.00	-8,785.39	103.8
10-51000-117 HEALTH INSURANCE BUYOUT	175.00	1,995.89	2,400.00	404.11	83.2
10-51000-119 DENTAL INSURANCE BUYOUT	11.32	167.77	309.00	141.23	54.3
10-51000-120 TRUSTEE WAGES	700.00	8,400.00	8,400.00	.00	100.0
10-51000-125 ELECTION WAGES	.00	1,947.13	3,500.00	1,552.87	55.6
10-51000-130 ELECTIONS SUPPLIES	1,597.61	13,962.74	13,900.00	-62.74	100.5
10-51000-150 WISCONSIN RETIREMENT SYSTEM	2,753.80	17,727.98	15,571.00	-2,156.98	113.9
10-51000-151 SOCIAL SECURITY	1,892.41	18,062.84	20,589.00	2,526.16	87.7
10-51000-152 LIFE INSURANCE	.00	1,043.16	1,049.00	5.84	99.4
10-51000-153 HEALTH INSURANCE	.00	25,720.14	25,781.00	60.86	99.8
10-51000-154 DENTAL INSURANCE	.00	549.00	1,033.00	484.00	53.2
10-51000-180 RECRUITMENT	.00	6,242.45	6,702.00	459.55	93.1
10-51000-208 LEGAL SERVICES-MISC	6,431.00	7,200.50	7,201.00	.50	100.0
10-51000-210 CONTRACTUAL SERVICES	963.89	7,640.00	8,999.00	1,359.00	84.9
10-51000-211 LEGAL COUNSEL - CONTRACTED	.00	44,421.48	58,003.00	13,581.52	76.6
10-51000-213 LEGAL COUNSEL-PERSONNEL	51.00	465.00	1,000.00	535.00	46.5
10-51000-214 AUDIT SERVICES	1,748.33	18,497.00	18,063.00	-434.00	102.4
10-51000-217 PUBLIC HEALTH SERVICES	.00	21,062.25	28,083.00	7,020.75	75.0
10-51000-219 ASSESSOR SERVICES	.00	32,000.00	32,000.00	.00	100.0
10-51000-221 TELECOMMUNICATIONS	254.35	2,620.65	3,000.00	379.35	87.4
10-51000-225 COMPUTER SUPPORT	.00	998.43	1,625.00	626.57	61.4
10-51000-226 BENEFIT ADMINISTRATIVE FEES	147.00	1,258.75	1,360.00	101.25	92.6
10-51000-229 BANKING FEES	451.73	5,062.26	4,200.00	-862.26	120.5
10-51000-230 MATERIALS & SUPPLIES	1.59	1,730.91	1,798.00	67.09	96.3
10-51000-238 FINANCIAL ADVISING SERVICES	.00	4,200.00	6,000.00	1,800.00	70.0
10-51000-300 ADMINISTRATIVE	.00	215.00	800.00	585.00	26.9
10-51000-310 OFFICE SUPPLIES	145.30	3,463.90	4,000.00	536.10	86.6
10-51000-311 POSTAGE	.00	2,698.40	2,700.00	1.60	99.9
10-51000-321 DUES & SUBSCRIPTIONS	149.93	6,428.83	4,880.00	-1,548.83	131.7
10-51000-322 TRAINING, SAFETY & CERTS	365.32	8,793.52	10,620.00	1,826.48	82.8
10-51000-323 WELLNESS	.00	.00	800.00	800.00	.0
10-51000-324 PUBLICATIONS/PRINTING	.00	56.44	100.00	43.56	56.4
10-51000-350 EQUIPMENT REPLACEMENT	.00	.00	218,800.00	218,800.00	.0
10-51000-390 PUBLIC RELATIONS	.00	67.22	.00	-67.22	.0
10-51000-500 CONTINGENCY	.00	.00	35,000.00	35,000.00	.0
10-51000-509 POLLUTION LIABILITY	.00	.00	904.00	904.00	.0
10-51000-510 GENERAL LIABILITY	.00	19,398.24	21,562.00	2,163.76	90.0
10-51000-511 AUTO LIABILITY	.00	16,296.25	19,096.00	2,799.75	85.3
10-51000-512 BOILER INSURANCE	.00	669.00	779.00	110.00	85.9
10-51000-513 WORKERS COMPENSATION	.00	59,721.00	59,859.00	138.00	99.8
10-51000-515 COMMERCIAL CRIME POLICY	.00	1,031.00	1,865.00	834.00	55.3
10-51000-516 PROPERTY INSURANCE	.00	4,113.99	4,729.00	615.01	87.0
10-51000-517 PUBLIC OFFICIAL BONDS	.00	10,295.68	10,302.00	6.32	99.9
10-51000-520 TAX REFUNDS/UNCOLLECTIBLES	.00	2.96	.00	-2.96	.0
10-51000-591 MUNICIPAL CODE	.00	4,246.64	5,245.00	998.36	81.0
TOTAL GENERAL GOVERNMENT	48,663.31	621,484.79	904,832.00	283,347.21	68.7

VILLAGE OF BAYSIDE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>MUNICIPAL COURT</u>					
10-51200-113	900.00	3,600.00	3,600.00	.00	100.0
10-51200-151	68.85	275.40	.00	-275.40	.0
10-51200-208	.00	1,942.50	4,841.30	2,898.80	40.1
10-51200-210	1,633.60	24,086.32	35,679.00	11,592.68	67.5
10-51200-211	.00	21,656.97	23,660.00	2,003.03	91.5
10-51200-321	.00	100.00	100.00	.00	100.0
10-51200-325	.00	758.70	758.70	.00	100.0
TOTAL MUNICIPAL COURT	2,602.45	52,419.89	68,639.00	16,219.11	76.4
<u>POLICE</u>					
10-52100-110	115,240.30	956,159.15	956,287.00	127.85	100.0
10-52100-111	1,850.94	21,635.73	40,000.00	18,364.27	54.1
10-52100-112	2,424.84	20,601.96	20,065.00	-536.96	102.7
10-52100-116	28,578.62	28,578.62	29,310.00	731.38	97.5
10-52100-117	8,350.00	9,350.00	3,000.00	-6,350.00	311.7
10-52100-118	1,333.50	5,865.50	6,532.00	666.50	89.8
10-52100-119	18.88	208.41	189.53	-18.88	110.0
10-52100-150	14,669.18	96,694.12	98,182.00	1,487.88	98.5
10-52100-151	11,941.25	79,038.88	80,880.00	1,841.12	97.7
10-52100-152	.00	729.30	817.00	87.70	89.3
10-52100-153	.00	121,588.55	185,067.29	63,478.74	65.7
10-52100-154	.00	1,708.75	3,888.00	2,179.25	44.0
10-52100-180	.00	803.50	803.50	.00	100.0
10-52100-209	.00	1,498.62	1,998.62	500.00	75.0
10-52100-210	535.66	21,572.07	42,292.00	20,719.93	51.0
10-52100-213	1,296.00	2,591.00	2,591.00	.00	100.0
10-52100-215	.00	1,486.84	1,487.00	.16	100.0
10-52100-221	427.34	5,903.22	5,796.00	-107.22	101.9
10-52100-225	.00	5,034.13	5,034.13	.00	100.0
10-52100-230	2,064.03	6,804.88	6,999.39	194.51	97.2
10-52100-231	30.76	5,352.84	8,000.00	2,647.16	66.9
10-52100-310	.00	1,007.98	1,010.00	2.02	99.8
10-52100-311	.00	419.92	500.00	80.08	84.0
10-52100-321	.00	1,189.00	1,450.00	261.00	82.0
10-52100-322	.00	13,703.25	13,983.83	280.58	98.0
10-52100-323	.00	360.00	1,560.00	1,200.00	23.1
10-52100-330	273.59	5,651.92	7,150.00	1,498.08	79.1
10-52100-333	.00	527.86	528.71	.85	99.8
10-52100-340	1,476.00	19,644.26	24,000.00	4,355.74	81.9
10-52100-350	.00	3,399.00	3,399.00	.00	100.0
10-52100-390	.00	55.13	100.00	44.87	55.1
10-52100-518	.00	13,113.04	15,862.00	2,748.96	82.7
10-52100-519	.00	.00	52,904.00	52,904.00	.0
TOTAL POLICE	190,510.89	1,452,277.43	1,621,667.00	169,389.57	89.6

VILLAGE OF BAYSIDE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>DEPARTMENT 52200</u>					
10-52200-224 NORTH SHORE FIRE DEPARTMENT	.00	832,646.00	832,645.00	-1.00	100.0
10-52200-376 FIRE INSURANCE DUES	.00	22,223.11	.00	-22,223.11	.0
TOTAL DEPARTMENT 52200	.00	854,869.11	832,645.00	-22,224.11	102.7
<u>BUILDING INSPECTION</u>					
10-52400-110 WAGES FT	.00	20,000.00	20,000.00	.00	100.0
10-52400-250 BUILDING INSPECTIONS	3,573.32	45,168.90	43,650.00	-1,518.90	103.5
TOTAL BUILDING INSPECTION	3,573.32	65,168.90	63,650.00	-1,518.90	102.4

VILLAGE OF BAYSIDE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%	
<u>DEPARTMENT OF PUBLIC WORKS</u>						
10-53000-110	WAGES FT	39,607.23	295,124.68	267,715.00	-27,409.68	110.2
10-53000-111	OVERTIME	214.65	5,434.83	6,506.00	1,071.17	83.5
10-53000-112	WAGES PT	3,998.60	34,746.13	44,669.00	9,922.87	77.8
10-53000-117	HEALTH INSURANCE BUYOUT	41.67	125.01	1,400.00	1,274.99	8.9
10-53000-119	DENTAL INSURANCE BUYOUT	.00	.00	152.00	152.00	.0
10-53000-150	WISCONSIN RETIREMENT SYSTEM	2,549.86	18,884.38	20,455.00	1,570.62	92.3
10-53000-151	SOCIAL SECURITY	3,206.80	22,620.49	25,275.00	2,654.51	89.5
10-53000-152	LIFE INSURANCE	.00	617.97	617.97	.00	100.0
10-53000-153	HEALTH INSURANCE	.00	87,955.88	87,955.88	.00	100.0
10-53000-154	DENTAL INSURANCE	.00	1,759.35	1,759.35	.00	100.0
10-53000-180	RECRUITMENT	.00	306.16	306.16	.00	100.0
10-53000-200	FACILITY MAINTENANCE & SUPPLIE	997.99	11,481.32	22,500.00	11,018.68	51.0
10-53000-201	CLEANING & JANITORIAL SERVICES	922.22	9,710.96	11,500.00	1,789.04	84.4
10-53000-202	HVAC MAINTENANCE	.00	1,250.00	4,200.00	2,950.00	29.8
10-53000-210	CONTRACTUAL SERVICES	3,668.98	34,363.12	34,328.77	-34.35	100.1
10-53000-220	UTILITIES	7,513.74	46,244.25	54,500.75	8,256.50	84.9
10-53000-221	TELECOMMUNICATIONS	154.93	2,109.62	3,749.00	1,639.38	56.3
10-53000-230	MATERIALS & SUPPLIES	498.00	2,462.74	4,893.96	2,431.22	50.3
10-53000-231	FLEET MAINTENANCE	1,781.55	17,165.67	27,886.60	10,720.93	61.6
10-53000-233	TOOLS	.00	593.77	2,500.00	1,906.23	23.8
10-53000-310	OFFICE SUPPLIES	.00	150.00	150.00	.00	100.0
10-53000-321	DUES & SUBSCRIPTIONS	.00	230.00	1,035.00	805.00	22.2
10-53000-322	TRAINING, SAFETY & CERTIFICATI	60.00	1,270.64	4,000.00	2,729.36	31.8
10-53000-330	UNIFORM SUPPLIES	.00	958.87	2,000.00	1,041.13	47.9
10-53000-334	WINTER OPERATIONS	15,238.09	35,206.09	35,206.43	.34	100.0
10-53000-340	FUEL MAINTENANCE	4,196.38	21,986.63	26,775.00	4,788.37	82.1
10-53000-350	EQUIPMENT REPLACEMENT	.00	1,472.33	2,935.00	1,462.67	50.2
10-53000-360	EQUIPMENT RENTAL	228.11	6,088.57	6,700.00	611.43	90.9
10-53000-370	TIPPING FEES	740.48	52,451.24	72,000.00	19,548.76	72.9
10-53000-377	YARD WASTE TUB GRINDING	.00	.00	7,400.00	7,400.00	.0
10-53000-390	PUBLIC RELATIONS	.00	174.88	174.88	.00	100.0
10-53000-400	STREET MAINTENANCE	843.86	4,626.31	7,700.00	3,073.69	60.1
10-53000-450	SIGNAGE	.00	1,923.72	2,000.00	76.28	96.2
10-53000-460	FORESTRY & LANDSCAPING	245.00	9,510.72	10,000.00	489.28	95.1
10-53000-465	TREE DISEASE MITIGATION	14,840.00	77,699.75	49,749.25	-27,950.50	156.2
	TOTAL DEPARTMENT OF PUBLIC WO	101,091.92	806,706.08	850,696.00	43,989.92	94.8
<u>DEPARTMENT 55100</u>						
10-55100-227	NORTH SHORE LIBRARY	16,510.49	145,922.70	157,819.00	11,896.30	92.5
	TOTAL DEPARTMENT 55100	16,510.49	145,922.70	157,819.00	11,896.30	92.5

VILLAGE OF BAYSIDE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>PARKS</u>					
10-55200-110 WAGES FT	600.00	5,180.00	5,200.00	20.00	99.6
10-55200-151 SOCIAL SECURITY	45.90	396.27	398.00	1.73	99.6
10-55200-230 MATERIALS & SUPPLIES	.00	1,484.24	2,000.00	515.76	74.2
10-55200-435 BASEBALL FIELD	.00	.00	250.00	250.00	.0
TOTAL PARKS	645.90	7,060.51	7,848.00	787.49	90.0
<u>DEPARTMENT 59240</u>					
10-59240-900 TRANSFER OUT	.00	36,296.00	36,296.00	.00	100.0
TOTAL DEPARTMENT 59240	.00	36,296.00	36,296.00	.00	100.0
TOTAL FUND EXPENDITURES	363,598.28	4,042,205.41	4,544,092.00	501,886.59	89.0
NET REVENUE OVER EXPENDITURES	321,304.31-	485,857.93	273,896.00-	-759,753.93	177.4

VILLAGE OF BAYSIDE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

SANITARY SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>PUBLIC CHARGES FOR SERVICES</u>					
20-46410 RESIDENTIAL SEWER	.00	772,948.00	776,820.00	3,872.00	99.5
20-46420 COMMERCIAL SEWER	.00	92,837.00	138,000.00	45,163.00	67.3
20-46425 POLICE LEASE REVENUE	.00	34,230.00	34,230.00	.00	100.0
TOTAL PUBLIC CHARGES FOR SERVI	.00	900,015.00	949,050.00	49,035.00	94.8
<u>MISCELLANEOUS REVENUE</u>					
20-48100 INTEREST	88.76	1,395.81	.00	-1,395.81	.0
TOTAL MISCELLANEOUS REVENUE	88.76	1,395.81	.00	-1,395.81	.0
TOTAL FUND REVENUE	88.76	901,410.81	949,050.00	47,639.19	95.0

VILLAGE OF BAYSIDE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

SANITARY SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>GENERAL SEWER</u>					
20-51000-110	11,521.49	97,561.49	143,021.00	45,459.51	68.2
20-51000-111	96.59	182.45	244.00	61.55	74.8
20-51000-117	100.00	604.15	850.00	245.85	71.1
20-51000-119	3.78	44.03	47.00	2.97	93.7
20-51000-150	551.14	4,110.97	9,427.00	5,316.03	43.6
20-51000-151	749.58	5,417.10	11,078.00	5,660.90	48.9
20-51000-152	.00	152.89	279.00	126.11	54.8
20-51000-153	.00	7,323.80	22,083.00	14,759.20	33.2
20-51000-154	.00	161.86	616.00	454.14	26.3
20-51000-180	.00	9,112.59	7,560.00	-1,552.59	120.5
20-51000-210	34.35	205,976.09	268,366.85	62,390.76	76.8
20-51000-214	254.68	3,500.00	3,500.00	.00	100.0
20-51000-216	4,485.81	80,902.70	82,733.00	1,830.30	97.8
20-51000-220	1,219.93	5,961.53	7,000.00	1,038.47	85.2
20-51000-221	.00	54.73	360.00	305.27	15.2
20-51000-226	6.50	132.90	170.00	37.10	78.2
20-51000-230	37.80	1,269.14	3,000.00	1,730.86	42.3
20-51000-231	.00	97.00	1,000.00	903.00	9.7
20-51000-232	1,383.00	4,965.00	7,050.00	2,085.00	70.4
20-51000-233	250.95	1,095.79	3,500.00	2,404.21	31.3
20-51000-234	209.90	1,427.20	2,070.00	642.80	69.0
20-51000-311	.00	400.00	400.00	.00	100.0
20-51000-322	.00	2,113.59	3,000.00	886.41	70.5
20-51000-340	.00	3,200.00	3,200.00	.00	100.0
20-51000-350	.00	9,116.68	9,118.00	1.32	100.0
20-51000-360	.00	17,500.00	17,500.00	.00	100.0
20-51000-510	.00	2,314.76	2,800.00	485.24	82.7
20-51000-513	.00	1,916.00	1,916.00	.00	100.0
20-51000-515	.00	144.00	144.00	.00	100.0
20-51000-516	.00	1,146.88	3,194.00	2,047.12	35.9
20-51000-801	.00	253,034.80	318,500.00	65,465.20	79.5
TOTAL GENERAL SEWER	20,905.50	720,940.12	933,726.85	212,786.73	77.2
<u>DEPRECIATION</u>					
20-53000-700	.00	.00	3,138.00	3,138.00	.0
TOTAL DEPRECIATION	.00	.00	3,138.00	3,138.00	.0
<u>DEBT</u>					
20-58100-617	.00	.00	77,115.00	77,115.00	.0
20-58100-618	.00	.00	153,750.00	153,750.00	.0
20-58100-621	5,400.00	69,056.48	69,056.00	-.48	100.0
20-58100-626	.00	10,698.50	10,699.00	.50	100.0
TOTAL DEBT	5,400.00	79,754.98	310,620.00	230,865.02	25.7

VILLAGE OF BAYSIDE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

SANITARY SEWER FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>%</u>
TOTAL FUND EXPENDITURES	26,305.50	800,695.10	1,247,484.85	446,789.75	64.2
NET REVENUE OVER EXPENDITURES	<u>26,216.74-</u>	<u>100,715.71</u>	<u>298,434.85-</u>	<u>-399,150.56</u>	<u>33.8</u>

VILLAGE OF BAYSIDE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

STORMWATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
22-43210 INTERGOVERNMENTAL GRANTS	15,000.00	45,000.00	.00	-45,000.00	.0
TOTAL SOURCE 43	15,000.00	45,000.00	.00	-45,000.00	.0
<u>PUBLIC CHARGES FOR SERVICES</u>					
22-46405 RESIDENTIAL STORMWATER	.00	362,850.50	363,080.00	229.50	99.9
22-46425 COMMERCIAL STORMWATER	.00	107,131.64	139,442.00	32,310.36	76.8
22-46430 RIGHT-OF-WAY MANAGEMENT	.00	18,077.50	25,000.00	6,922.50	72.3
TOTAL PUBLIC CHARGES FOR SERVI	.00	488,059.64	527,522.00	39,462.36	92.5
TOTAL FUND REVENUE	15,000.00	533,059.64	527,522.00	-5,537.64	101.1

VILLAGE OF BAYSIDE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

STORMWATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
22-53000-110 WAGES FT	12,491.36	119,605.80	143,023.00	23,417.20	83.6
22-53000-111 OVERTIME	.00	85.86	750.00	664.14	11.5
22-53000-112 WAGES PT	.00	1,837.48	.00	-1,837.48	.0
22-53000-117 HEALTH INSURANCE BUYOUT	100.00	604.15	850.00	245.85	71.1
22-53000-119 DENTAL INSURANCE BUYOUT	3.78	44.03	47.00	2.97	93.7
22-53000-150 WISCONSIN RETIREMENT SYSTEM	578.84	6,402.09	9,427.00	3,024.91	67.9
22-53000-151 SOCIAL SECURITY	818.07	7,963.32	11,078.00	3,114.68	71.9
22-53000-152 LIFE INSURANCE	.01	192.04	279.00	86.96	68.8
22-53000-153 HEALTH INSURANCE	.00	24,554.75	22,083.00	-2,471.75	111.2
22-53000-154 DENTAL INSURANCE	.00	504.87	616.00	111.13	82.0
22-53000-210 CONTRACTUAL SERVICES	.00	1,152.74	1,123.00	-29.74	102.7
22-53000-211 LEGAL COUNCIL-CONTRACTED	.00	1,858.50	1,858.50	.00	100.0
22-53000-214 AUDIT SERVICES	115.99	1,594.00	1,594.00	.00	100.0
22-53000-216 ENGINEERING	.00	30,383.52	32,651.00	2,267.48	93.1
22-53000-220 UTILITY EXPENSES	488.58	1,636.56	2,400.00	763.44	68.2
22-53000-221 TELECOMMUNICATIONS	.00	54.70	250.00	195.30	21.9
22-53000-226 BENEFIT ADMINISTRATIVE FEES	6.50	132.90	170.00	37.10	78.2
22-53000-230 MATERIALS & SUPPLIES	37.81	1,166.63	1,641.50	474.87	71.1
22-53000-232 LIFT STATION MAINTENANCE	.00	500.00	2,500.00	2,000.00	20.0
22-53000-322 TRAINING, SAFETY & CERTIFICATI	.00	713.75	2,000.00	1,286.25	35.7
22-53000-327 CULVERT MATERIALS	144.00	28,109.20	38,000.00	9,890.80	74.0
22-53000-328 LANDSCAPING MATERIALS	2,640.00	15,215.08	27,619.00	12,403.92	55.1
22-53000-340 FUEL MAINTENANCE	.00	2,500.00	2,500.00	.00	100.0
22-53000-342 CONSTRUCTION MATERIALS	7,887.06	96,586.19	79,995.00	-16,591.19	120.7
22-53000-350 EQUIPMENT REPLACEMENT	.00	.00	2,000.00	2,000.00	.0
22-53000-360 EQUIPMENT RENTAL	.00	17,500.00	17,500.00	.00	100.0
22-53000-410 STORMWATER MANAGEMENT	.00	5,505.64	.00	5,505.64	.0
22-53000-510 GENERAL LIABILITY INSURANCE	.00	2,770.24	3,351.00	580.76	82.7
22-53000-513 WORKERS COMPENSATION	.00	1,916.00	1,916.00	.00	100.0
22-53000-515 COMMERCIAL CRIME POLICY	.00	144.00	144.00	.00	100.0
22-53000-516 PROPERTY INSURANCE	.00	1,121.37	3,194.00	2,072.63	35.1
22-53000-801 CAPITAL PROJECTS	.00	183.15	45,500.00	45,316.85	.4
TOTAL DEPARTMENT 53000	25,312.00	361,527.28	456,060.00	94,532.72	79.3
<u>TRANSFER TO OTHER FUND</u>					
22-59200-900 ADMINISTRATIVE/TRANSFER TO	.00	71,462.00	71,462.00	.00	100.0
TOTAL TRANSFER TO OTHER FUND	.00	71,462.00	71,462.00	.00	100.0
TOTAL FUND EXPENDITURES	25,312.00	432,989.28	527,522.00	94,532.72	82.1
NET REVENUE OVER EXPENDITURES	10,312.00-	100,070.36	.00	-100,070.36	.0

VILLAGE OF BAYSIDE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

COMM DEVELOPMENT AUTHORITY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
23-48210 PROJECT FEES	.00	3,837.39	.00	-3,837.39	.0
TOTAL SOURCE 48	.00	3,837.39	.00	-3,837.39	.0
TOTAL FUND REVENUE	.00	3,837.39	.00	-3,837.39	.0

VILLAGE OF BAYSIDE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

COMM DEVELOPMENT AUTHORITY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
23-51000-230 PROFESSIONAL SERVICES	9,387.50	27,447.50	16,063.00	-11,384.50	170.9
TOTAL DEPARTMENT 51000	9,387.50	27,447.50	16,063.00	-11,384.50	170.9
TOTAL FUND EXPENDITURES	9,387.50	27,447.50	16,063.00	-11,384.50	170.9
NET REVENUE OVER EXPENDITURES	9,387.50-	23,610.11-	16,063.00-	7,547.11	(147.0)

VILLAGE OF BAYSIDE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

PUBLIC SAFETY COMMUNICATIONS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%	
<u>TAXES</u>						
26-41100	PROPERTY TAXES	.00	286,523.00	286,523.00	.00	100.0
	TOTAL TAXES	.00	286,523.00	286,523.00	.00	100.0
<u>INTERGOVERNMENT REVENUE</u>						
26-47130	CONTRACT REVENUE	.00	2,005,661.96	2,005,662.00	.04	100.0
26-47135	RECORDS MANAGEMENT ADMINIST	.00	16,757.00	16,757.00	.00	100.0
	TOTAL INTERGOVERNMENT REVENUE	.00	2,022,418.96	2,022,419.00	.04	100.0
<u>MISCELLANEOUS REVENUE</u>						
26-48100	CONSOLIDATED SERVICE BILLINGS	.00	104,079.71	52,676.00	-51,403.71	197.6
26-48200	MISCELLANEOUS REVENUE	.00	25,866.68	.00	-25,866.68	.0
	TOTAL MISCELLANEOUS REVENUE	.00	129,946.39	52,676.00	-77,270.39	246.7
	TOTAL FUND REVENUE	.00	2,438,888.35	2,361,618.00	-77,270.35	103.3

VILLAGE OF BAYSIDE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

PUBLIC SAFETY COMMUNICATIONS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%	
<u>PUBLIC SAFETY COMMUNICATIONS</u>						
26-51000-110	WAGES FT	128,129.52	1,156,964.66	1,231,839.00	74,874.34	93.9
26-51000-111	OVERTIME	5,162.66	66,243.41	76,000.00	9,756.59	87.2
26-51000-116	HOLIDAY PAY	25,657.31	33,185.83	29,543.00	-3,642.83	112.3
26-51000-117	HEALTH INSURANCE BUYOUT	708.36	7,666.90	7,500.00	-166.90	102.2
26-51000-119	DENTAL INSURANCE BUYOUT	26.43	316.86	1,223.00	906.14	25.9
26-51000-150	WISCONSIN RETIREMENT SYSTEM	10,089.89	78,268.90	86,668.00	8,399.10	90.3
26-51000-151	SOCIAL SECURITY	11,779.48	92,398.35	102,821.00	10,422.65	89.9
26-51000-152	LIFE INSURANCE	.00	1,676.87	1,821.00	144.13	92.1
26-51000-153	HEALTH INSURANCE	884.40	233,225.99	282,898.44	49,672.45	82.4
26-51000-154	DENTAL INSURANCE	30.20	4,313.95	4,349.00	35.05	99.2
26-51000-180	RECRUITMENT	59.00	1,194.95	1,225.00	30.05	97.6
26-51000-200	FACILITY MAINTENANCE & SUPPLIE	355.17	22,110.41	27,329.00	5,218.59	80.9
26-51000-201	CLEANING & JANITORIAL SERVICES	821.92	7,370.19	4,455.00	-2,915.19	165.4
26-51000-210	CONTRACTUAL SERVICES	34.35	5,312.44	14,081.00	8,768.56	37.7
26-51000-213	LEGAL COUNSEL-PERSONNEL	.00	.00	1,000.00	1,000.00	.0
26-51000-214	AUDIT SERVICES	116.00	1,594.00	1,594.00	.00	100.0
26-51000-220	UTILITIES	2,059.21	20,550.72	24,240.00	3,689.28	84.8
26-51000-221	TELECOMMUNICATIONS	1,545.94	110,870.44	138,558.00	27,687.56	80.0
26-51000-225	COMPUTER SUPPORT SERVICES	.00	228.75	3,220.00	2,991.25	7.1
26-51000-226	BENEFIT ADMINISTRATIVE FEES	65.00	1,382.40	1,700.00	317.60	81.3
26-51000-230	MATERIALS & SUPPLIES	180.09	4,079.24	4,575.00	495.76	89.2
26-51000-236	LICENSING & MAINTENANCE	27.54	138,155.56	148,836.00	10,680.44	92.8
26-51000-310	OFFICE SUPPLIES	32.81	1,069.11	1,800.00	730.89	59.4
26-51000-311	POSTAGE	.00	500.00	500.00	.00	100.0
26-51000-321	DUES & SUBSCRIPTIONS	.00	2,627.00	2,627.00	.00	100.0
26-51000-322	TRAINING, SAFETY & CERTIFICATI	.00	7,106.20	7,048.56	-57.64	100.8
26-51000-351	MAINTENANCE CONTRACTS	.00	75,005.29	77,302.00	2,296.71	97.0
26-51000-390	EMPLOYEE RECOGNITION	.00	169.72	300.00	130.28	56.6
26-51000-510	GENERAL LIABILITY	.00	6,022.48	7,285.00	1,262.52	82.7
26-51000-513	WORKERS COMPENSATION	.00	2,896.00	2,896.00	.00	100.0
26-51000-515	COMMERCIAL CRIME POLICY	.00	1,049.00	1,049.00	.00	100.0
26-51000-516	PROPERTY INSURANCE	.00	1,245.76	3,621.00	2,375.24	34.4
	TOTAL PUBLIC SAFETY COMMUNIC	185,936.08	2,084,801.38	2,299,904.00	215,102.62	90.7
<u>TRANSFER TO OTHER FUND</u>						
26-59217-900	ADMINISTRATIVE/TRANSFER TO	.00	94,099.00	94,099.00	.00	100.0
	TOTAL TRANSFER TO OTHER FUND	.00	94,099.00	94,099.00	.00	100.0
	TOTAL FUND EXPENDITURES	185,936.08	2,178,900.38	2,394,003.00	215,102.62	91.0
	NET REVENUE OVER EXPENDITURES	185,936.08-	259,987.97	32,385.00-	-292,372.97	802.8

VILLAGE OF BAYSIDE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

LONG TERM FINANCIAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>TAXES</u>					
30-41100 PROPERTY TAXES	.00	761,415.00	761,415.00	.00	100.0
TOTAL TAXES	.00	761,415.00	761,415.00	.00	100.0
<u>LICENSES & PERMITS</u>					
30-44350 CELL TOWER FEES	3,896.84	23,322.68	23,031.00	-291.68	101.3
TOTAL LICENSES & PERMITS	3,896.84	23,322.68	23,031.00	-291.68	101.3
<u>INTERGOVERNMENT REVENUE</u>					
30-47100 RIVER HILLS REVENUE-DISPATCH	.00	20,877.50	20,878.00	.50	100.0
30-47111 FOX POINT REVENUE	.00	15,205.00	15,205.00	.00	100.0
30-47115 B SERIES ADMIN FEE	.00	17,203.00	17,203.00	.00	100.0
TOTAL INTERGOVERNMENT REVENUE	.00	53,285.50	53,286.00	.50	100.0
<u>MISCELLANEOUS REVENUE</u>					
30-48300 NSFD	.00	175,955.00	175,955.00	.00	100.0
TOTAL MISCELLANEOUS REVENUE	.00	175,955.00	175,955.00	.00	100.0
<u>OTHER FINANCING SOURCES</u>					
30-49250 TRANSFER FROM STORMWATER FUN	.00	71,462.00	71,462.00	.00	100.0
TOTAL OTHER FINANCING SOURCES	.00	71,462.00	71,462.00	.00	100.0
TOTAL FUND REVENUE	3,896.84	1,085,440.18	1,085,149.00	-291.18	100.0

VILLAGE OF BAYSIDE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

LONG TERM FINANCIAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>DEBT</u>					
30-58100-215 MADACC	.00	2,470.96	2,583.00	112.04	95.7
30-58100-226 BENEFIT ADMINISTRATIVE FEES	.00	1,200.00	1,400.00	200.00	85.7
30-58100-611 NSFD STATION #5	.00	160,000.00	160,000.00	.00	100.0
30-58100-612 FOX POINT/RIVER HILLS DISPATCH	.00	36,082.50	36,083.00	.50	100.0
30-58100-614 UNFUNDED LIABILITY PRINCIPAL	.00	21,000.00	21,000.00	.00	100.0
30-58100-616 2011 GENERAL OBLIGATION	.00	76,250.00	76,250.00	.00	100.0
30-58100-618 PRINCIPAL- 2014 BOND	210,000.00	330,000.00	330,000.00	.00	100.0
30-58100-619 2016 GENERAL OBLIGATION	120,000.00	120,000.00	120,000.00	.00	100.0
30-58100-620 2018 GENERAL OBLIGATION	.00	90,000.00	90,000.00	.00	100.0
30-58100-621 INTEREST ON BOND	61,156.25	241,057.62	241,058.00	.38	100.0
30-58100-623 UNFUNDED LIABILITY INTEREST	.00	6,775.55	6,776.00	.45	100.0
TOTAL DEBT	391,156.25	1,084,836.63	1,085,150.00	313.37	100.0
TOTAL FUND EXPENDITURES	391,156.25	1,084,836.63	1,085,150.00	313.37	100.0
NET REVENUE OVER EXPENDITURES	387,259.41-	603.55	1.00-	-604.55	60355.0

VILLAGE OF BAYSIDE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

POLICE CAPITAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%	
<u>TAXES</u>						
40-41100	PROPERTY TAXES	.00	89,749.00	89,749.00	.00	100.0
40-41130	FIRE & RESCUE PROPERTY TAXES	.00	28,305.00	28,305.00	.00	100.0
	TOTAL TAXES	.00	118,054.00	118,054.00	.00	100.0
<u>INTERGOVERNMENTAL</u>						
40-43210	INTERGOVERNMENTAL GRANTS	.00	725.00	600.00	-125.00	120.8
40-43215	POLICE REVENUE	250.00	587.30	.00	-587.30	.0
	TOTAL INTERGOVERNMENTAL	250.00	1,312.30	600.00	-712.30	218.7
<u>MISCELLANEOUS REVENUE</u>						
40-48100	INTEREST	.00	.01	.00	-.01	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.01	.00	-.01	.0
<u>OTHER FINANCING SOURCES</u>						
40-49210	TRANSFER FROM GENERAL FUND	.00	36,296.00	36,296.00	.00	100.0
	TOTAL OTHER FINANCING SOURCES	.00	36,296.00	36,296.00	.00	100.0
	TOTAL FUND REVENUE	250.00	155,662.31	154,950.00	-712.31	100.5

VILLAGE OF BAYSIDE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

POLICE CAPITAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>CAPITAL PROJECTS</u>					
40-91000-801 CAPITAL PROJECTS	.00	28,305.00	28,305.00	.00	100.0
40-91000-802 CAPITAL LEASE	.00	34,230.00	34,230.00	.00	100.0
40-91000-803 CAPITAL EQUIPMENT	790.00	60,551.30	85,386.00	24,834.70	70.9
TOTAL CAPITAL PROJECTS	790.00	123,086.30	147,921.00	24,834.70	83.2
TOTAL FUND EXPENDITURES	790.00	123,086.30	147,921.00	24,834.70	83.2
NET REVENUE OVER EXPENDITURES	540.00-	32,576.01	7,029.00	-25,547.01	463.5

VILLAGE OF BAYSIDE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

DEPARTMENT OF PUBLIC WORKS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>TAXES</u>					
41-41100 PROPERTY TAXES	.00	111,900.00	111,900.00	.00	100.0
TOTAL TAXES	.00	111,900.00	111,900.00	.00	100.0
<u>INTERGOVERNMENTAL</u>					
41-43540 STATE TRANSPORTATION AID	.00	46,731.00	46,731.00	.00	100.0
41-43545 STH 32 CONNECTING HIGHWAY AI	.00	81.00	81.00	.00	100.0
TOTAL INTERGOVERNMENTAL	.00	46,812.00	46,812.00	.00	100.0
<u>PUBLIC CHARGES FOR SERVICES</u>					
41-46320 GARBAGE CONTAINER & FEES	8,797.44	10,187.44	.00	-10,187.44	.0
TOTAL PUBLIC CHARGES FOR SERVI	8,797.44	10,187.44	.00	-10,187.44	.0
<u>MISCELLANEOUS REVENUE</u>					
41-48100 INTEREST	.01	.21	.00	-.21	.0
41-48310 EQUIPMENT SALES	.00	.00	30,000.00	30,000.00	.0
TOTAL MISCELLANEOUS REVENUE	.01	.21	30,000.00	29,999.79	.0
TOTAL FUND REVENUE	8,797.45	168,899.65	188,712.00	19,812.35	89.5

VILLAGE OF BAYSIDE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

DEPARTMENT OF PUBLIC WORKS

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>CAPITAL PROJECTS</u>						
41-91000-801	CAPITAL PROJECTS	4,473.00	42,365.82	407,826.00	365,460.18	10.4
41-91000-803	CAPITAL EQUIPMENT	.00	247,866.69	253,126.60	5,259.91	97.9
TOTAL CAPITAL PROJECTS		4,473.00	290,232.51	660,952.60	370,720.09	43.9
TOTAL FUND EXPENDITURES		4,473.00	290,232.51	660,952.60	370,720.09	43.9
NET REVENUE OVER EXPENDITURES		4,324.45	121,332.86-	472,240.60-	-350,907.74	(25.7)

VILLAGE OF BAYSIDE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

ADMIN SERVICES CAPITAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>SOURCE 41</u>					
42-41100 PROPERTY TAXES	.00	130,000.00	130,000.00	.00	100.0
TOTAL SOURCE 41	.00	130,000.00	130,000.00	.00	100.0
<u>SOURCE 46</u>					
42-46740 COMMUNITY EVENT DONATIONS	.00	19,409.50	10,000.00	-9,409.50	194.1
TOTAL SOURCE 46	.00	19,409.50	10,000.00	-9,409.50	194.1
TOTAL FUND REVENUE	.00	149,409.50	140,000.00	-9,409.50	106.7

VILLAGE OF BAYSIDE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

ADMIN SERVICES CAPITAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>CAPITAL PROJECTS</u>					
42-91000-235 COMMUNITY EVENTS	.00	18,249.41	17,300.08	-949.33	105.5
42-91000-519 GASB 45 OBLIGATIONS	4,120.73	139,363.59	164,552.00	25,188.41	84.7
42-91000-801 CAPITAL PROJECTS	.00	8,101.24	71,210.61	63,109.37	11.4
42-91000-803 CAPITAL EQUIPMENT	.00	1,691.00	1,691.00	.00	100.0
TOTAL CAPITAL PROJECTS	<u>4,120.73</u>	<u>167,405.24</u>	<u>254,753.69</u>	<u>87,348.45</u>	<u>65.7</u>
TOTAL FUND EXPENDITURES	<u>4,120.73</u>	<u>167,405.24</u>	<u>254,753.69</u>	<u>87,348.45</u>	<u>65.7</u>
NET REVENUE OVER EXPENDITURES	<u>4,120.73-</u>	<u>17,995.74-</u>	<u>114,753.69-</u>	<u>-96,757.95</u>	<u>(15.7)</u>

VILLAGE OF BAYSIDE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

PUBLIC SAFETY COMM CAPITAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>TAXES</u>					
46-41100 PROPERTY TAXES	.00	19,666.00	19,666.00	.00	100.0
TOTAL TAXES	.00	19,666.00	19,666.00	.00	100.0
<u>INTERGOVERNMENTAL REVENUE</u>					
46-47110 CONTRACT REVENUE	.00	137,660.48	157,326.00	19,665.52	87.5
TOTAL INTERGOVERNMENTAL REVE	.00	137,660.48	157,326.00	19,665.52	87.5
TOTAL FUND REVENUE	.00	157,326.48	176,992.00	19,665.52	88.9

VILLAGE OF BAYSIDE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

PUBLIC SAFETY COMM CAPITAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>DEPARTMENT 91000</u>					
46-91000-803 CAPITAL EQUIPMENT	.00	282,355.28	322,229.50	39,874.22	87.6
TOTAL DEPARTMENT 91000	.00	282,355.28	322,229.50	39,874.22	87.6
TOTAL FUND EXPENDITURES	.00	282,355.28	322,229.50	39,874.22	87.6
NET REVENUE OVER EXPENDITURES	.00	125,028.80-	145,237.50-	-20,208.70	(86.1)



Administrative Services Department

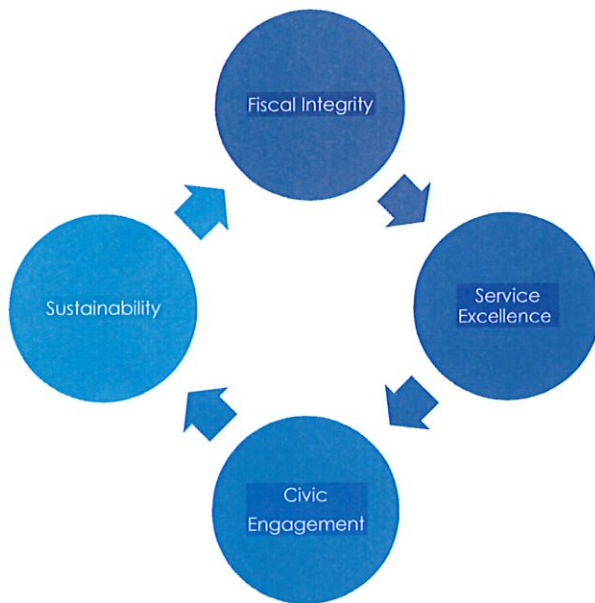
2019 Annual Report

Lynn Galyardt, Director
Leah Hofer, Management Assistant

Executive Summary

The Administrative Services Department is responsible for overseeing the day to day financial and administrative aspects of the Village in accordance with the policies established by the Village Board. The four strategic Values for Outcomes are also used as a guideline to make sure the goals and expectations are being met.

VALUES FOR OUTCOMES



Fiscal Integrity:

Provide strong current and future financial stability.

Civic Engagement:

Promote public spaces, community values and transparent communications.

Service Excellence:

Provide solution-based innovative services.

Sustainability:

Preserve and promote Village resources.

Here are some statistics from 2019:

- Assisted 1,568 voters in two elections.
- Processed 614 building permits generating \$87,685.57 in revenue.
- Along with the Community Events Committee hosted three successful events for residents - the Fourth of July Parade, the 5k walk/run, and the Village Picnic.
- Administered collection of 1,678 tax bills totaling \$18,645,432.12.

2019 Highlights

Received the International City/County Management Association (ICMA) Center for Performance Measurement, Certificate of Excellence for Performance Measurement; and the GFOA Distinguished Budget Award.

2019 Board of Review was held. The average assessment increase was 1.97%.

Administered both B-Bond borrowing Voluntary Municipal Water Projects.

The Village continued to retain its Aa2 bond rating.

Successfully held two Elections.

2018 audit was completed with no new material weaknesses.

Financial

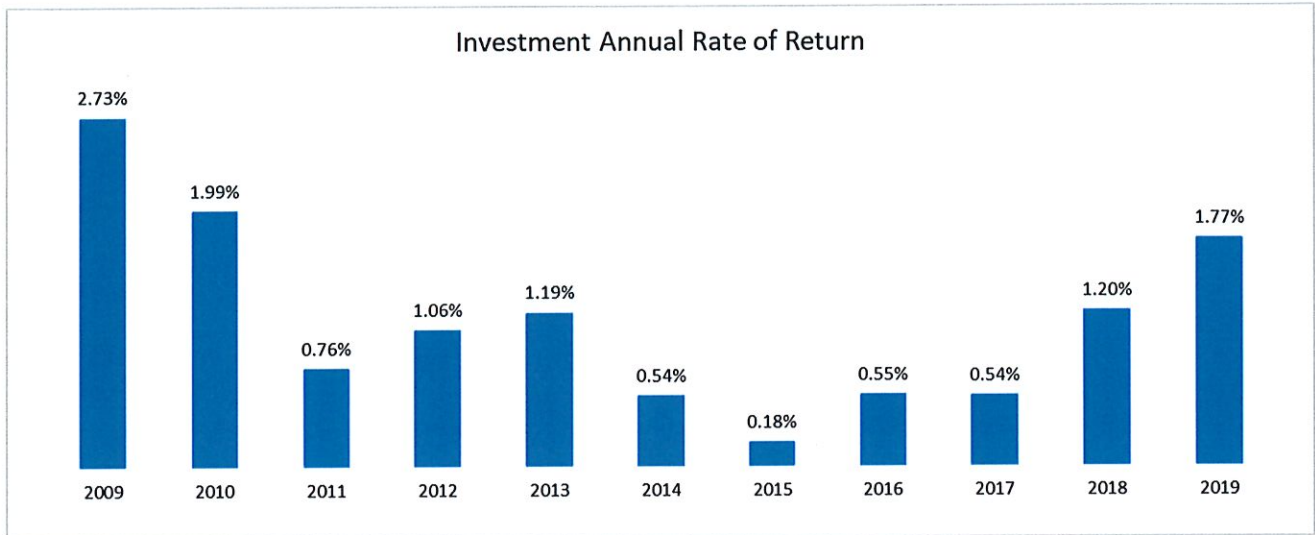
The Village received the following grant funding:

	Funds Awarded	Funding Received
CDBG	5,998.00	-
Household Hazardous Waste Collection	6,000.00	5,826.85
Prescription Drug Collection	2,000.00	-
Recycling Grant	25,679.27	25,679.27
Mobilization Equipment Grant	4,000.00	4,000.00
Bullet Proof Vest Grant	2,400.00	337.30
GIPP Stormwater Analysis and Evaluation Project	26,433.00	-
Dry Basin Expansion MMSD Grant	93,728.00	-
Police Department Livescan Upgrade Grant	16,514.00	14,862.00
OWI Task Force Grant	4,984.69	4,637.93
MMSD StormGUARDen Grant	2,300.00	2,300.00
Tree Grant	15,000.00	-
Wisconsin Election Commission Subgrant	600.00	600.00
DNR Urban Forestry Grant	25,000.00	-
Total	230,636.96	58,243.35

The 2019 Budget was approved with a proposed property tax levy increase of 1.59% over 2018.

The Village received \$231,911.02 in investment interest income in 2019, which is \$60,503.55 more than the interest received in 2018. This was due to moving investments to Cornerstone Community Bank ICS Investment Program and to market expectations of Federal Reserve rate hikes based on continued economic growth, higher inflation expectations, and continued low unemployment rates.

The chart below shows the changes in the annual investment rate of return.



Awards



The Government Finance Officers Association (GFOA) completed the review of our 2019 Budget document and have issued the Village their Distinguished Budget Award. This is the twelfth consecutive year the Village has received this award.



The International City/County Management Association Certificate of Excellence for Performance Measurements was received. This is the ninth consecutive year the Village has received this award.

Elections

Two elections were held. The chart below shows the voter turnout by election for the past five years:

Voter Turnout	2019	2018	2017	2016	2015	2014
Spring Primary	0.30%	31.10%	16.80%	27.04%	n/a	n/a
Number of Voters	10	960	570	912		
Spring Election	46.34	49.89%	24.97%	68.06%	33.62%	19.25%
Number of Voters	1,558	1,545	847	2,311	1,141	653
Partisan Primary	n/a	47.36%	n/a	26.68%	n/a	32.60%
Number of Voters		1,515		906		1,107
General Election	n/a	82.51%	n/a	81.52%	n/a	73.03%
Number of Voters		2,728		2,768		2,480

Property Assessments

Open Book was held on June 13, 2019 and Board of Review was completed on July 16, 2019. There were no property owners who appeared before the Board. The total municipality increase was 1.97%. The chart below details the changes in assessed values by County.

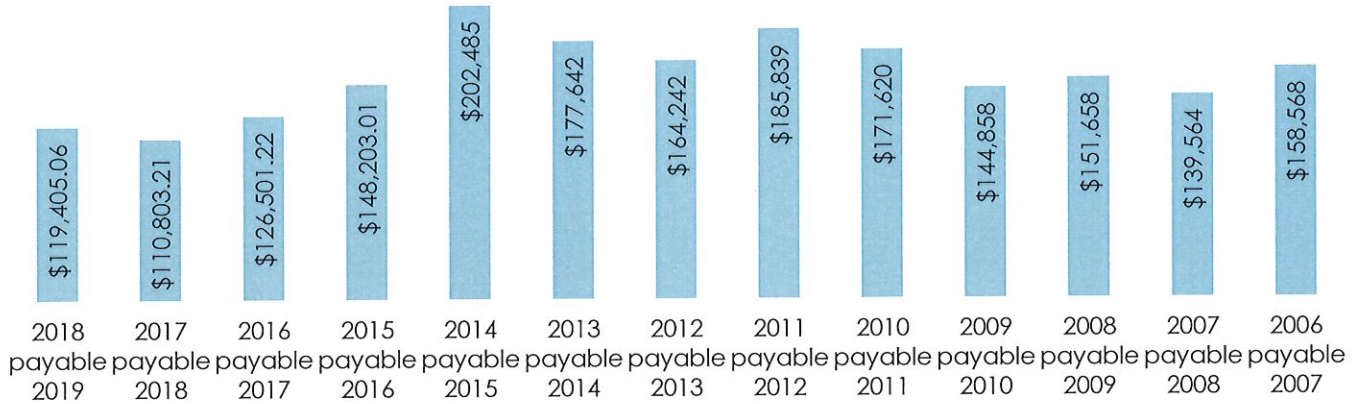
Milwaukee County	2019	2018	% Change
Residential	\$ 565,826,450	\$ 554,957,100	1.96%
Commercial	\$ 67,139,700	\$ 66,311,500	1.25%
Personal Property	\$ 2,087,500	\$ 2,319,400	-10.00%
Total	\$ 635,053,650	\$ 623,588,000	1.84%

Ozaukee County	2019	2018	% Change
Residential	\$ 27,005,400	\$ 25,683,700	5.15%
Commercial	\$ -	\$ -	0.00%
Personal Property	\$ -	\$ -	0.00%
Total	\$ 27,005,400	\$ 25,683,700	5.15%
Total Municipality	\$ 662,059,050	\$ 649,271,700	1.97%

Property Taxes

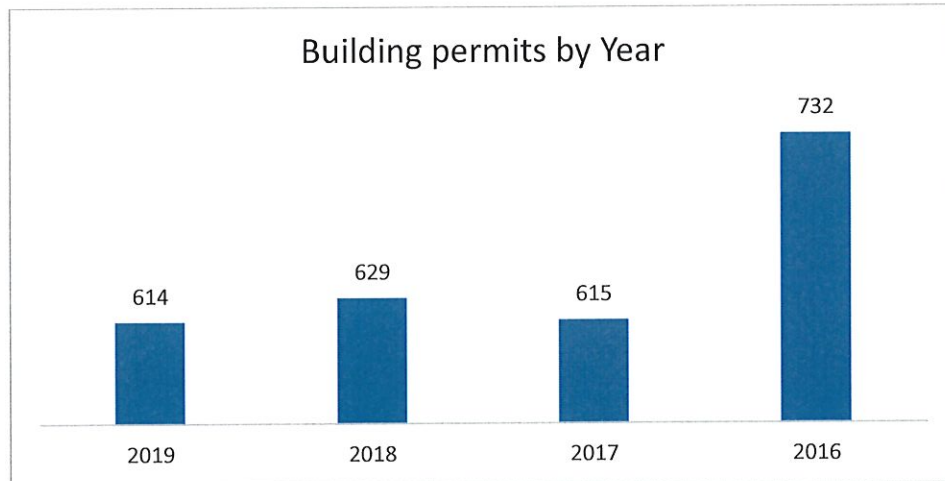
There was \$119,405.06 in delinquent tax due from Milwaukee County residents. Of that amount \$1,482.38 is personal property taxes and \$117,922.68 delinquent real estate property tax. This is a 7.76% increase over last year's amount of \$110,803.21. 100% of the Ozaukee County taxes have been received.

Delinquent Property Taxes by Year



Building Inspections

The building inspection department had a total of 614 various types of permits issued. This amount was down 2.38% from 2018, and a decrease of 0.16% from 2017.



There was a total of 39 projects brought before the Architectural Review Committee in 2019, compared to 43 in 2018.

Projects, Events and Achievements

Two Clean Up Day events were held along with 6 mini drop off events. 3.01 tons of recycling, 20.57 tons of garbage, 6.6 tons of GoodWill donations, 569 gallons of paint and 1,570 pounds of food for Hunger Task Force were collected.



The annual Bayside 5-K run/walk was held on September 6 with approximately 202 participants. Once again Movies in the Park was held afterwards along with a bonfire. The annual Village Picnic was held the same weekend at the new location.



2020 Top Goals

Objective 1

Identify \$50,000 new revenue sources, operational efficiency savings, and grant applications.

Objective 2

Submit and receive GFOA Excellence in Budgeting and Comprehensive Annual Financial Report.

Objective 3

Coordinate community events.

Objective 4

Coordinate activities of the Internal Financial Steering Committee.

Village of Bayside

Identity Theft Prevention Program

I. PROGRAM ADOPTION

The Village of Bayside's Stormwater and Sanitary Sewer Utility ("District") developed this Identity Theft Prevention Program ("Program") pursuant to the Federal Trade Commission's Red Flags Rule ("Rule"), which implements Sections 114 and 315 of the Fair and Accurate Credit Transactions Act of 2003. This Program was developed with the oversight and approval of the District Board of Trustees and the District's [Village Manager; or Director of Finance] ("Program Administrators"). After consideration of the size and complexity of the District's operations and account systems, and the nature and scope of the District's activities, the District Board of Trustees determined that this Program was appropriate for the District, and therefore approved this Program by the adoption of Resolution No. 10-05 on the tenth day of June, 2010.

II. PROGRAM PURPOSE AND DEFINITIONS

A. Fulfilling requirements of the Red Flag Rule

Under the Red Flag Rule, every financial institution and creditor is required to establish an identity theft prevention program tailored to its size, complexity and the nature of its operation. The program must contain reasonable policies and procedures to:

1. Identify relevant Red Flag as defined in the Rule and this Program for new and existing covered accounts and incorporate those Red Flags into the Program;
2. Detect Red Flag that have been incorporated into the Program;
3. Respond appropriately to any Red Flag that are detected to prevent and mitigate identity theft; and
4. Update the Program periodically to reflect changes in risks to customers or to the safety and soundness of the District from identity theft.

B. Red Flag Rule definitions used in this Program

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

Account. "Account" means a continuing relationship established by a person with a creditor to obtain a product or service for personal, family, household or business purposes.

Covered Account. A "covered account" means:

- a. Any account the District offers or maintains primarily for personal, family or household purposes, that involves multiple payments or transactions; and
- b. Any other account the District offers or maintains for which there is a reasonably foreseeable risk to customers or to the safety and soundness of the District from Identity Theft.

Creditor. "Creditor" has the same meaning as defined in Section 702 of the Equal Credit Opportunity Act, 15 U.S.C. 1691a, and includes a person or entity that arranges for the extension, renewal or continuation of credit, including the District.

Customer. A "customer" means a person or business entity that has a covered account with the District.

Financial Institution. "Financial institution" means a state or national bank, a state or federal savings and loan association, a mutual savings bank, a state or federal credit union, or any other entity that holds a "transaction account" belonging to a customer.

Identifying Information. "Identifying information" means any name or number that may be used, alone or in conjunction with any other information, to identify a specific person, including name, address, telephone number, social security number, date of birth, government issued driver's license or identification number, alien registration number, government passport number, employer or taxpayer identification number or unique electronic identification number.

Identity Theft. "Identity Theft" means fraud committed using the identifying information of another person.

Red Flag. A "Red Flag" means a pattern, practice, or specific activity that indicates the possible existence of Identity Theft.

Service Provider. "Service provider" means a person or business entity that provides a service directly to the District relating to or connection with a covered account.

III. IDENTIFICATION OF RED FLAGS.

In order to identify relevant Red Flags, the District shall review and consider the types of covered accounts that it offers and maintains, the methods it provides to open covered accounts, the methods it provides to access its covered accounts, and its previous experiences with Identity Theft. The District identifies the following Red Flags, in each of the listed categories:

A. Notifications and Warnings from Credit Reporting Agencies

Red Flags

1. Report of fraud accompanying a credit report;
2. Notice or report from a credit agency of a credit freeze on a customer or applicant;
3. Notice or report from a credit agency of an active duty alert for an applicant; and
4. Indication from a credit report of activity that is inconsistent with a customer's usual pattern or activity.

B. Suspicious Documents

Red Flags

1. Identification document or card that appears to be forged, altered or inauthentic;
2. Identification document or card on which a person's photograph or physical description is not consistent with the person presenting the document;
3. Other document with information that is not consistent with existing customer information (such as a person's signature on a check appears forged); and

4. Application for service that appears to have been altered or forged.

C. Suspicious Personal Identifying Information

Red Flags

1. Identifying information presented that is inconsistent with other information the customer provides (such as inconsistent birth dates);
2. Identifying information presented that is inconsistent with other sources of information (for instance, an address not matching an address on a driver's license);
3. Identifying information presented that is the same as information shown on other applications that were found to be fraudulent;
4. Identifying information presented that is consistent with fraudulent activity (such as an invalid phone number or fictitious billing address);
5. Social security number presented that is the same as one given by another customer;
6. An address or phone number presented that is the same as that of another person;
7. Failing to provide complete personal identifying information on an application when reminded to do so (however, by law social security numbers must not be required); and
8. Identifying information which is not consistent with the information that is on file for the customer.

D. Suspicious Account Activity or Unusual Use of Account

Red Flags

1. Change of address for an account followed by a request to change the account holder's name;
2. Payments stop on an otherwise consistently up-to-date account;
3. Account used in a way that is not consistent with prior use (such as very high activity);
4. Mail sent to the account holder is repeatedly returned as undeliverable;
5. Notice to the District that a customer is not receiving mail sent by the District;
6. Notice to the District that an account has unauthorized activity;
7. Breach in the District's computer system security; and 8. Unauthorized access to or use of customer account information.

E. Alerts from Others

Red Flag

1. Notice to the District from a customer, a victim of identity theft, a law enforcement authority or other person that it has opened or is maintaining a fraudulent account for a person engaged in Identity Theft.

IV. DETECTING RED FLAGS.

A. New Accounts

In order to detect any of the Red Flags identified above associated with the opening of a new account, District personnel will take the following steps to obtain and verify the identity of the person opening the account:

Detect Red Flags

1. Require certain identifying information such as name, date of birth, residential or business address, principal place of business for an entity, driver's license or other identification;
2. Verify the customer's identity (for instance, review a driver's license or other identification card);
3. Review documentation showing the existence of a business entity; and
4. Independently contact the customer.

B. Existing Accounts

In order to detect any of the Red Flags identified above for an existing account, District personnel will take the following steps to monitor transactions with an account:

Detect Red Flags

1. Verify the identification of customers if they request information (in person, via telephone, via facsimile, via email);
2. Verify the validity of requests to change billing addresses; and
3. Verify changes in banking information given for billing and payment purposes.

V. PREVENTING AND MITIGATING IDENTITY THEFT

In the event District personnel detect any identified Red Flags, such personnel shall take one or more of the following steps, depending on the degree of risk posed by the Red Flag:

Prevent and Mitigate Identity Theft

1. Monitor a covered account for evidence of Identity Theft;
2. Contact the customer with the covered account;
3. Change any passwords or other security codes and devices that permit access to a covered account;
4. Not open a new covered account;
5. Close an existing covered account;
6. Reopen a covered account with a new number;
7. Not attempt to collect payment on a covered account;
8. Notify the Program Administrator for determination of the appropriate step(s) to take;
9. Notify law enforcement; or
10. Determine that no response is warranted under the particular circumstances.

Protect Customer Identifying Information

In order to further prevent the likelihood of Identity Theft occurring with respect to District accounts, the District shall take the following steps with respect to its internal operating procedures to protect customer identifying information:

1. Secure the District website but provide clear notice that the website is not secure;
2. Undertake complete and secure destruction of paper documents and computer files containing customer information;

3. Make office computers password protected and provide that computer screens lock after a set period of time;
4. Keep offices clear of papers containing customer identifying information;
5. Request only the last 4 digits of social security numbers (if any);
6. Maintain computer virus protection and operating systems up to date; and
7. Require and keep only the kinds of customer information that are necessary for District purposes.

VI. PROGRAM UPDATES

The Program will be periodically reviewed and updated to reflect changes in risks to customers and to the safety and soundness of the District from Identity Theft. The Program Administrator shall at least annually consider the District's experiences with Identity Theft, changes in Identity Theft methods, changes in Identity Theft detection and prevention methods, changes in types of accounts the District maintains and changes in the District's business arrangements with other entities and service providers. After considering these factors, the Program Administrator shall determine whether changes to the Program, including the listing of Red Flags, are warranted. If warranted, the Program Administrator shall present the Program Administrator's recommended changes to the District Board of Trustees for review and approval.

VII. PROGRAM ADMINISTRATION.

A. Oversight

The Program Administrator shall be responsible for developing, implementing and updating the Program.

The Program Administrator shall be responsible for the Program administration, for appropriate training of District staff on the Program, for reviewing any staff reports regarding the detection of Red Flags and the steps for preventing and mitigating Identity Theft, determining which steps of prevention and mitigation should be taken in particular circumstances and considering periodic changes to the Program.

B. Staff Training and Reports

District staff responsible for implementing the Program shall be trained either by or under the direction of the Program Administrator in the detection of Red Flags, and the responsive steps to be taken when a Red Flag is detected

C. Service Provider Arrangements

In the event the District engages a service provider to perform an activity in connection with one or more covered accounts, the District shall take the following steps to require that the service provider performs its activity in accordance with reasonable policies and procedures designed to detect, prevent, and mitigate the risk of Identity Theft.

1. Require, by contract, that service providers acknowledge receipt and review of the Program and agree to perform its activities with respect to District covered accounts in compliance with the terms and conditions of the Program and with all instructions and directives issued by the Program Administrator relative to the Program; or

2. Require, by contract, that service providers acknowledge receipt and review of the Program and agree to perform its activities with respect to District covered accounts in compliance with the terms and conditions of the service provider's identity theft prevention program and will take appropriate action to prevent and mitigate identity theft; and that the service providers agree to report promptly to the District in writing if the service provider in connection with a District covered account detects an incident of actual or attempted identity theft or is unable to resolve one or more Red Flags that the service provider detects in connection with a covered account.

D. Customer Identifying Information and Public Disclosure

The identifying information of District customers with covered accounts shall be kept confidential and shall be exempt from public disclosure to the maximum extent authorized by law. The District Board of Trustees also finds and determines that public disclosure of the District's specific practices to identify, detect, prevent and mitigate identify theft may compromise the effectiveness of such practices and hereby directs that, under the Program, knowledge of such specific practices shall be limited to the Program Administrator and those District employees and service providers who need to be aware of such practices for the purpose of preventing Identity Theft.

Village of Bayside

Identity Theft Prevention Program

A 3D wireframe cube is positioned at the bottom of the page. The right face of the cube is shaded and features the number '10' in a large, bold, black font.

10

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4. Identifying information presented that is consistent with fraudulent activity (such as an invalid phone number or fictitious billing address);
5. Social security number presented that is the same as one given by another customer;
6. An address or phone number presented that is the same as that of another person;
7. Failing to provide complete personal identifying information on an application when reminded to do so (however, by law social security numbers must not be required); and
8. Identifying information which is not consistent with the information that is on file for the customer.

D. Suspicious Account Activity or Unusual Use of Account

Red Flags

1. Change of address for an account followed by a request to change the account holder's name;
2. Payments stop on an otherwise consistently up-to-date account;
3. Account used in a way that is not consistent with prior use (such as very high activity);
4. Mail sent to the account holder is repeatedly returned as undeliverable;
5. Notice to the District that a customer is not receiving mail sent by the District;
6. Notice to the District that an account has unauthorized activity;
7. Breach in the District's computer system security; and 8. Unauthorized access to or use of customer account information.

E. Alerts from Others

Red Flag

1. Notice to the District from a customer, a victim of identity theft, a law enforcement authority or other person that it has opened or is maintaining a fraudulent account for a person engaged in Identity Theft.

IV. DETECTING RED FLAGS.

A. New Accounts

In order to detect any of the Red Flags identified above associated with the opening of a new account, District personnel will take the following steps to obtain and verify the identity of the person opening the account:

Detect Red Flags

1. Require certain identifying information such as name, date of birth, residential or business address, principal place of business for an entity, driver's license or other identification;
2. Verify the customer's identity (for instance, review a driver's license or other identification card);
3. Review documentation showing the existence of a business entity; and
4. Independently contact the customer.

B. Existing Accounts

In order to detect any of the Red Flags identified above for an existing account, District personnel will take the following steps to monitor transactions with an account:

Detect Red Flags

1. Verify the identification of customers if they request information (in person, via telephone, via facsimile, via email);
2. Verify the validity of requests to change billing addresses; and
3. Verify changes in banking information given for billing and payment purposes.

V. PREVENTING AND MITIGATING IDENTITY THEFT

In the event District personnel detect any identified Red Flags, such personnel shall take one or more of the following steps, depending on the degree of risk posed by the Red Flag:

Prevent and Mitigate Identity Theft

1. Monitor a covered account for evidence of Identity Theft;
2. Contact the customer with the covered account;
3. Change any passwords or other security codes and devices that permit access to a covered account;
4. Not open a new covered account;
5. Close an existing covered account;
6. Reopen a covered account with a new number;
7. Not attempt to collect payment on a covered account;
8. Notify the Program Administrator for determination of the appropriate step(s) to take;

9. Notify law enforcement; or
10. Determine that no response is warranted under the particular circumstances.

Protect Customer Identifying Information

In order to further prevent the likelihood of Identity Theft occurring with respect to District accounts, the District shall take the following steps with respect to its internal operating procedures to protect customer identifying information:

1. Secure the District website but provide clear notice that the website is not secure;
2. Undertake complete and secure destruction of paper documents and computer files containing customer information;
3. Make office computers password protected and provide that computer screens lock after a set period of time;
4. Keep offices clear of papers containing customer identifying information;
5. Request only the last 4 digits of social security numbers (if any);
6. Maintain computer virus protection up to date; and *+ OS updates*
7. Require and keep only the kinds of customer information that are necessary for District purposes.

VI. PROGRAM UPDATES

The Program will be periodically reviewed and updated to reflect changes in risks to customers and to the safety and soundness of the District from Identity Theft. The Program Administrator shall at least annually consider the District's experiences with Identity Theft, changes in Identity Theft methods, changes in Identity Theft detection and prevention methods, changes in types of accounts the District maintains and changes in the District's business arrangements with other entities and service providers. After considering these factors, the Program Administrator shall determine whether changes to the Program, including the listing of Red Flags, are warranted. If warranted, the Program Administrator shall present the Program Administrator's recommended changes to the District Board of Trustees for review and approval.

VII. PROGRAM ADMINISTRATION.

A. Oversight

The Program Administrator shall be responsible for developing, implementing and updating the Program.

The Program Administrator shall be responsible for the Program administration, for appropriate training of District staff on the Program, for reviewing any staff reports regarding the detection of Red Flags and the steps for preventing and mitigating Identity Theft, determining which steps of prevention and mitigation should be taken in particular circumstances and considering periodic changes to the Program.

B. Staff Training and Reports

District staff responsible for implementing the Program shall be trained either by or under the direction of the Program Administrator in the detection of Red Flags, and the responsive steps to be taken when a Red Flag is detected

C. Service Provider Arrangements

In the event the District engages a service provider to perform an activity in connection with one or more covered accounts, the District shall take the following steps to require that the service provider performs its activity in accordance with reasonable policies and procedures designed to detect, prevent, and mitigate the risk of Identity Theft.

1. Require, by contract, that service providers acknowledge receipt and review of the Program and agree to perform its activities with respect to District covered accounts in compliance with the terms and conditions of the Program and with all instructions and directives issued by the Program Administrator relative to the Program; or
2. Require, by contract, that service providers acknowledge receipt and review of the Program and agree to perform its activities with respect to District covered accounts in compliance with the terms and conditions of the service provider's identity theft prevention program and will take appropriate action to prevent and mitigate identity theft; and that the service providers agree to report promptly to the District in writing if the service provider in connection with a District covered account detects an incident of actual or attempted identity theft or is unable to resolve one or more Red Flags that the service provider detects in connection with a covered account.

D. Customer Identifying Information and Public Disclosure

The identifying information of District customers with covered accounts shall be kept confidential and shall be exempt from public disclosure to the maximum extent authorized by law. The District Board of Trustees also finds and determines that public disclosure of the District's specific practices to identify, detect, prevent and mitigate identify theft may compromise the effectiveness of such practices and hereby directs that, under the Program, knowledge of such specific practices shall be limited to the Program Administrator and those District employees and service providers who need to be aware of such practices for the purpose of preventing Identity Theft.



North Shore Library December 2019

Activity by the Numbers

- 8,439 Residents visited the North Shore Library
- 16,189 Physical Items checked out
- 3,581 E-items checked out by NSL residents
- 74 New Library Cards Issued
- 27 days North Shore Library was open
- 2,048 WIFI Sessions
- 1,019 Public Computer Sessions
- 2,794 Website Visits
- 0 Community Room uses
- 114 Study Room uses

Classes

- 17 Children's Classes with 355 Participants
- 6 Adult Classes with 34 Participants



"Noon Years Eve" Crafting

Highlights/Accomplishments

- The Youth Services Department received a mini-grant for \$990 to purchase materials for the monthly Homeschool Hands-on Learning program. The mini-grant was part of the Sequences & Stories training and is funded by Library Services and Technology Act (LSTA). Grant funds will be used to purchase technology tools to teach computer coding and sequential learning to kids of multiple ages who are homeschooled.
- The Youth and Adult Services teams hosted a joint "Noon-Years Eve" party. Among the 69 attendees were kids, families and adults. Attendees created kids and adult crafts, played New Year's Bingo and counted down to noon with a balloon drop!
- The Teen Advisory Board (TAB) hosted a bake sale on Friday, December 27 from 11am-2pm. Members of TAB decorated cookies and covered Oreos with chocolate on December 26 to prepare for the bake sale. The bake sale generated \$68.00 and the Teen Advisory Board will decide what to do with the funds during their January meeting.
- On Monday, December 30 the YS Department held a Life-Sized Candyland with 86 attendees. Families came and played as the game pieces and made their way through stations from the game, including Lollipop Woods, the Ice Cream Sea and the Gum Drop Pass. Finishers ended up in the Candy Castle at the end, winning the game. Many families stayed an hour or more, playing the game together many times.