



Village of Bayside  
9075 N Regent Road  
Board of Trustees Meeting  
February 22, 2022  
Village Board Room, 6:00pm

## **BOARD OF TRUSTEES AGENDA**

### **I. CALL TO ORDER AND ROLL CALL**

### **II. PLEDGE OF ALLEGIANCE**

### **III. 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.

- A. Presentation from Superintendent Dr. Greg Kabara on 2022 Nicolet Union High School Referendum.
- B. Presentation from Superintendent Dr. Jeff Dellutri on 2022 Fox Point-Bayside School District Referendum.

### **IV. CONSENT AGENDA**

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

#### **A. Approval of:**

- 1. Summary of Claims for January 21, 2022 through February 9, 2022 in the amount of \$301,697.10.
- 2. January 2022 Financial Statement.
- 3. January 2022 Community Impact Report.
- 4. Right-of-way License Agreement with 301 W Ravine Baye Rd.
- 5. Right-of-way License Agreement with 850 E Bay Point Rd.
- 6. Board of Trustees meeting minutes, December 16, 2021 and January 20, 2022.
- 7. Resolution 22-\_\_\_, A Resolution Proclaiming the Celebration of Arbor Day in the Village of Bayside.
- 8. Resolution 22-\_\_\_, A Resolution Proclaiming the Celebration of World Migratory Bird Day in the Village of Bayside.
- 9. Resolution 22-\_\_\_, A Resolution to Encourage Bayside Residents to Support the Monarch Butterfly Population within the Village of Bayside.
- 10. Resolution 22-\_\_\_, A Resolution Authorizing the Village of Bayside to file the Transportation Alternatives Program (TAP) Grant.
- 11. Resolution 22-\_\_\_, A Resolution Authorizing the Village of Bayside to file the Urban Forestry Grant Application.

### **V. BUSINESS AGENDA**

#### **A. COMMITTEE AND COMMISSION REPORTS**

**VIII. VILLAGE ATTORNEY'S REPORT**

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

**X. MOTION TO ADJOUR TO CLOSED SESSION**

- A. Pursuant to Section 19.85 (1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (No Bayside TIF)
- B. Pursuant to Section 19.85 (1) (f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. (Police Department)

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

- A. Action on items in closed session.

**XII. ADJOURNMENT**

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



Village of Bayside  
9075 N Regent Road  
Board of Trustees Meeting  
February 22, 2022  
Village Board Room, 6:00pm

**BOARD OF TRUSTEES  
SUPPLEMENTAL AGENDA NOTES**

**I. CALL TO ORDER AND ROLL CALL**

**II. PLEDGE OF ALLEGIANCE**

**III. 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.

- A. Presentation from Superintendent Dr. Greg Kabara on 2022 Nicolet Union High School Referendum.**
- B. Presentation from Superintendent Dr. Jeff Dellutri on 2022 Fox Point-Bayside School District Referendum.**

**IV. CONSENT AGENDA**

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

- A. Approval of:**
  - 1. Summary of Claims for January 21, 2022 through February 9, 2022 in the amount of \$301,697.10.**
  - 2. January 2022 Financial Statement.**
  - 3. January 2022 Community Impact Report.**

Of significant note, the Bayside Buzz open rate has increased 15% year-to-date. Approval is recommended.

**4. Right-of-way License Agreement with 301 W Ravine Baye Rd.**

The tree located at 301 W Ravine Baye Road was scheduled to be removed as part of the 2022 Tree Removal Project. The property owner has requested to take full responsibility for the tree even though it is in the Village right-of-way. The Right-of-way License Agreement signed by the property owner is included in the packet. Approval is recommended.

**5. Right-of-way License Agreement with 850 E Bay Point Rd.**

The tree located at 850 E Bay Point Road was scheduled to be removed as part of the 2022 Tree Removal Project. The property owner has requested to take full responsibility for the tree even though it is in the Village right-of-way. The Right-of-way License Agreement signed by the property owner is included in the packet. Approval is recommended.

**6. Board of Trustees meeting minutes, December 16, 2021 and January 20,**

**2022.**

- 7. Resolution 22-\_\_\_\_, A Resolution Proclaiming the Celebration of Arbor Day in the Village of Bayside.**

The resolution designates April 29, 2022 to observe Arbor Day in the Village of Bayside and encourages citizens to support efforts to plant and maintain trees. **Approval is recommended.**

- 8. Resolution 22-\_\_\_\_, A Resolution Proclaiming the Celebration of World Migratory Bird Day in the Village of Bayside.**

The resolution designates May 14, 2022 to observe World Migratory Bird Day in the Village of Bayside and encourages citizens to support efforts to protect and conserve migratory birds and their habitats in our community. **Approval is recommended.**

- 9. Resolution 22-\_\_\_\_, A Resolution to Encourage Bayside Residents to Support the Monarch Butterfly Population within the Village of Bayside.**

The resolution designates May 7, 2022 to observe National Start Seeing Monarchs Day in the Village of Bayside and encourages citizens to support efforts to plant and maintain butterfly habitat. **Approval is recommended.**

- 10. Resolution 22-\_\_\_\_, A Resolution Authorizing the Village of Bayside to file the Transportation Alternatives Program (TAP) Grant.**

The attached resolution authorizes the Village to submit a request to the Wisconsin Department of Transportation for a grant in the amount of \$59,950 for replacing the failing advanced warning electronic crosswalk systems installed on State Hwy 32. **Approval is recommended.**

- 11. Resolution 22-\_\_\_\_, A Resolution Authorizing the Village of Bayside to file the Urban Forestry Grant Application.**

The attached resolution authorizes the Village to submit a request to the Wisconsin DNR for a grant in the amount of \$25,000 for work in the Village's urban forest. **Approval is recommended.**

## **V. BUSINESS AGENDA**

### **A. COMMITTEE AND COMMISSION REPORTS**

#### **1. Public Safety Committee**

##### **a. Swearing in/Introduction of Lieutenant Gina Kleeba.**

Lieutenant Gina Kleeba was hired as a dispatcher in June of 2005. In January of 2012, Gina was promoted to Police Officer, ten years after her first promotion, Officer Kleeba has now been promoted to Lieutenant Gina Kleeba. We congratulate Gina in her promotion.

##### **b. Discussion/action on January 2022 Communications Center Report.**

Included in the packet is the January 2022 Communications Center Report. Of significant note, dispatch time is down 28% year-to-date. **Approval is recommended.**

##### **c. Discussion/action on 2021 Communications Center Annual Report.**



Included in the packet is the 2021 Communications Center Annual Report. Of significant note, the Next Generation Text-to-911 Phone System was implemented for the entire North Shore. **Approval is recommended.**

**d. Discussion/action on January 2022 Police Department Report.**

Included in the packet is the January 2022 Police Department Report. Of significant note, officers may be deployed in grant-funded traffic enforcement up to 18 times in February, depending on available personnel. **Approval is recommended.**

**e. Discussion/action on 2021 Police Department Annual Report.**

Included in the packet is the 2021 Police Department Annual Report. Of significant note, a hybrid police car was introduced to the fleet and the Neighborhood Mediation Program was implemented. **Approval is recommended.**

**2. Finance and Administration Committee**

**a. Discussion/action on January 2022 Administrative Services Report.**

Included in the packet is the January 2022 Administrative Services Report. Of significant note, property status reports have increased 233% year-to-date and building permits have increased 13% year-to-date. **Approval is recommended.**

**b. Discussion/action on 2021 State of the Village Report.**

Included in the packet is the 2021 State of the Village covering an eventful year in each of the Village's Strategic Initiative areas. **Approval is recommended.**

**c. Discussion/action on 2021 Communications Annual Report.**

Included in the packet is the 2021 communications Annual Report. Of significant note, the Village implemented two new platforms this year, Instagram and LinkedIn. **Approval is recommended.**

**d. Discussion/action on recommendation of Dana Investment Advisors for Village Investment Management Services.**

The Finance and Administration Committee solicited proposals and conducted interviews with qualified firms. The Committee recommends Dana Investment Advisors. The Agreement is included in the packet. The transition is required to occur on or before February 28. **Approval is recommended.**

**e. Discussion/action on 2021 Green Tier Legacy Communities Annual Report.**

The 2021 Green Tier Legacy Communities Annual Report discusses the sustainable practices the Village has implemented over the past year as part of being a Green Tier Legacy Community. Green Tier Legacy Communities are local government leaders preparing for the future and building sustainable and resilient communities. As a GTLC, the Village receives additional point considerations for select state grants, grant notifications and opportunities for joint grant applications, an assigned DNR liaison, and endless resources and learning opportunities. **Approval is recommended.**

**3. Public Works Committee**

**a. Discussion/action on January 2022 Department of Public Works Report.**

Included in the packet is the January 2022 Department of Public Works Report. Of significant note, the new playground equipment was delivered with installation planned for the coming months. **Approval is recommended.**

**b. Discussion/action on myCrew Mailbox Replacement Program.**

The Department of Public Works has received numerous requests from residents to replace mailboxes. As part of the Straight, Stable, and Sturdy Mailbox Program, the Mailbox Replacement Program would give residents the option to request the help of the Department of Public Works to replace their mailbox with a standard style of one (1) black mailbox and one (1) wooden post as depicted in the flyer in the packet. Mailboxes would be installed to USPS standards and have a one-year warranty from the date of purchase. **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 January 2022 Library Report.**

**9. North Shore Fire Department – No report.**

**10. 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. MOTION TO ADJOUR TO CLOSED SESSION**

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**B.** Pursuant to Section 19.85 (1) (f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific

persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. (Police Department)

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

**A.** Action on items in closed session.

**XII. ADJOURNMENT**





# NICOLET HIGH SCHOOL REFERENDUM 2022

Our Community, Our School, Our Future

# FACILITIES REFERENDUM 2022

## WHY NOW?

The district has been examining Nicolet High School's facility and campus-wide needs for nearly two years and developed an extensive renovation plan that addresses high priority facility needs. The Nicolet Union High School District School Board unanimously approved moving forward with a facilities referendum for community vote on April 5, 2022.

## OUR NEEDS



### Safety, Security, & Accessibility

Update ADA accessibility throughout the facilities, as well as provide secure and controlled entrances and more.



### Building Conditions & Systems

Replace major building systems such as mechanical (HVAC), electrical and lighting, plumbing and sanitary pipes, fire alarms and sprinklers, ceilings, flooring, and roofing.



### Learning Environments, Physical Education, & Athletic Spaces

Renovate and expand classrooms, labs, physical education areas, and outdoor athletic facilities.

## FINANCIAL IMPACT

If the \$77.4M project is approved by voters, the estimated tax increase for the cost of the project for each \$100,000 of fair market property value would be \$111 per year (\$9.25 per month) for approximately 21 years.

### ESTIMATED PROPERTY TAX IMPACT CHART

PROPERTY VALUE	MAXIMUM ANNUAL IMPACT	MAXIMUM MONTHLY IMPACT
\$100,000	\$111.00	\$9.25
\$250,000	\$277.50	\$23.13
\$400,000	\$444.00	\$37.00

Estimates provided by Robert W. Baird are based on multi-phased borrowings amortized over 21 years at a planning interest rate of 3.50%.

## REFERENDUM INFORMATION SESSIONS



**LOG IN** to a Virtual Referendum Information Session

Thursday, February 24 at 6:00 p.m.

Thursday, March 10 at 6:00 p.m.

**ATTEND** an In-Person Referendum Open House

Thursday, March 3 from 6:30 - 8:00 p.m.

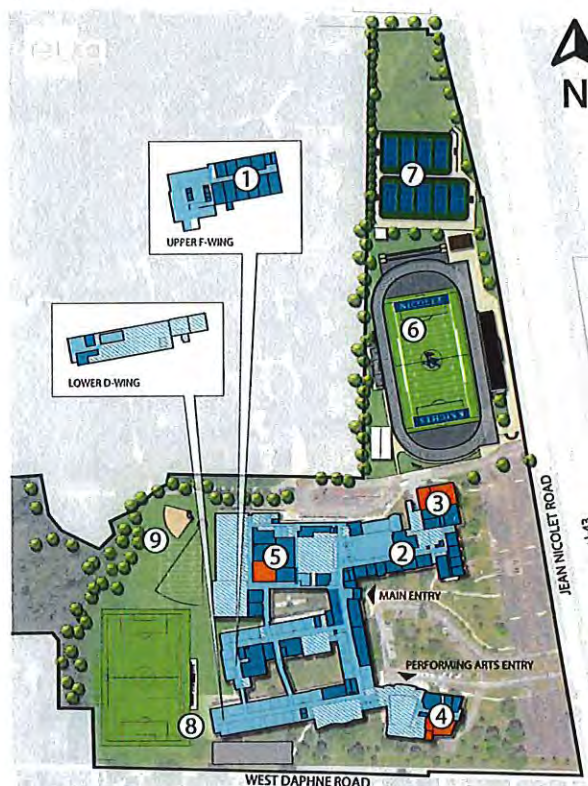
Monday, March 14 from 6:30 - 8:00 p.m.

Building tours will be available during these sessions

Please visit [www.nicolet.us](http://www.nicolet.us) for more information. Presentations to community groups or organizations can also be scheduled through [greg.kabara@nicolet.us](mailto:greg.kabara@nicolet.us) or (414) 351-7525.

## PROPOSED PLAN

Nicolet High School has carefully evaluated our facilities and considered how our building meets our vision. The proposed projects address our key areas of need throughout the building with a solution that incorporates both renovation and new construction in specific areas.



- Capital Improvements
- Light Renovation & Capital Improvements
- Heavy Renovation & Capital Improvements
- New Construction

- 1 Renovate science classrooms and labs
- 2 Renovate and relocate Career, Visual Arts, and Technical Education classrooms
- 3 Renovate and expand fabrication, robotics and technology labs
- 4 Renovate and expand music and performing arts spaces
- 5 Renovate and expand physical education/wellness areas
- 6 New multi-purpose stadium with synthetic turf athletic field, track, 2,500 seats, storage, restrooms and concession stand
- 7 Nine new tennis courts
- 8 New multi-purpose synthetic turf athletic practice and competition field, parking
- 9 New discus and shot put areas, and reconfigured grass physical education field



LEARN MORE: Contact Superintendent Dr. Greg Kabara at [greg.kabara@nicolet.us](mailto:greg.kabara@nicolet.us) or (414) 351-7525



[www.nicolet.us](http://www.nicolet.us)



# BUILDING OUR FUTURE



The Fox Point-Bayside School District Board of Education unanimously approved a comprehensive facilities referendum plan. School District residents will have the opportunity to vote on one referendum question for an amount not-to-exceed \$58,500,000 to address critical facility needs at both Bayside Middle and Stormonth Elementary Schools. **The referendum will be held on Tuesday, April 5, 2022.**

## Facilities Planning Process

For more than two years, the District has been exploring options to address critical facility needs identified at both Bayside Middle School (built in 1953) and Stormonth Elementary School (built in 1935). Major challenges identified include: significantly aging building infrastructure and systems; safety, security, and accessibility; and outdated, inflexible learning environments.



## Highlights of the Proposed Plan

- Building a new, two-story Bayside Middle School on the existing Bayside site
- Addressing critical, building-wide capital improvements at Stormonth Elementary School
- If approved by voters, the estimated tax increase over the current level for each \$100,000 of fair market property value would be \$232 per year (\$19.33 per month) for approximately 21 years.

## STAY INFORMED

Voters can learn more by visiting the district website at [foxbay.k12.wi.us/district/referendum-info.cfm](http://foxbay.k12.wi.us/district/referendum-info.cfm)

Questions specifically about the proposed referendum can be emailed to [referendum@foxbay.org](mailto:referendum@foxbay.org)



## Community Survey Highlights



Over 50% of each unique respondent group (non-parents, parents, staff) supported rebuilding Bayside Middle School.



86% of survey respondents are likely to recommend Fox Point-Bayside Schools to a friend or family member!

Throughout the planning process, the Board actively solicited stakeholder input. In the fall 2021, the District conducted a staff and community-wide survey on facility needs and preliminary solutions.

Valuable feedback provided by more than 800 district residents helped inform their final decision-making in January, including *replacing* Bayside Middle School rather than renovating the building. Residents also supported critical repairs and upgrades at Stormonth Elementary School.

## Referendum Information Meetings & Tours

**MARCH 1, 2022, 6:00 PM**

Virtual (Recorded and Posted on District Website)

**MARCH 7, 2022, 6:00 - 7:30 PM**

at Stormonth Elementary School

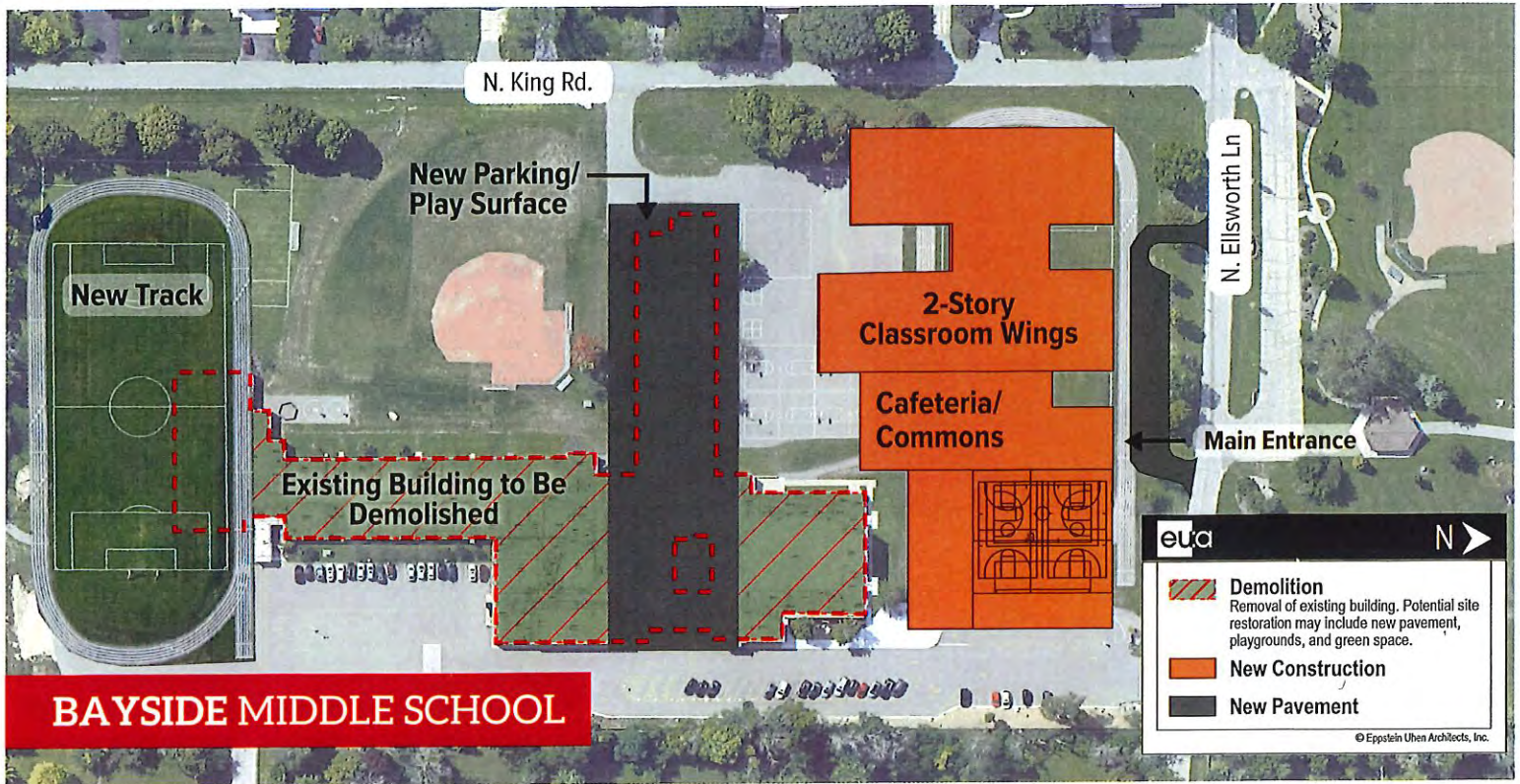
**MARCH 15, 2022, 6:00 - 7:30 PM**

at Bayside Middle School

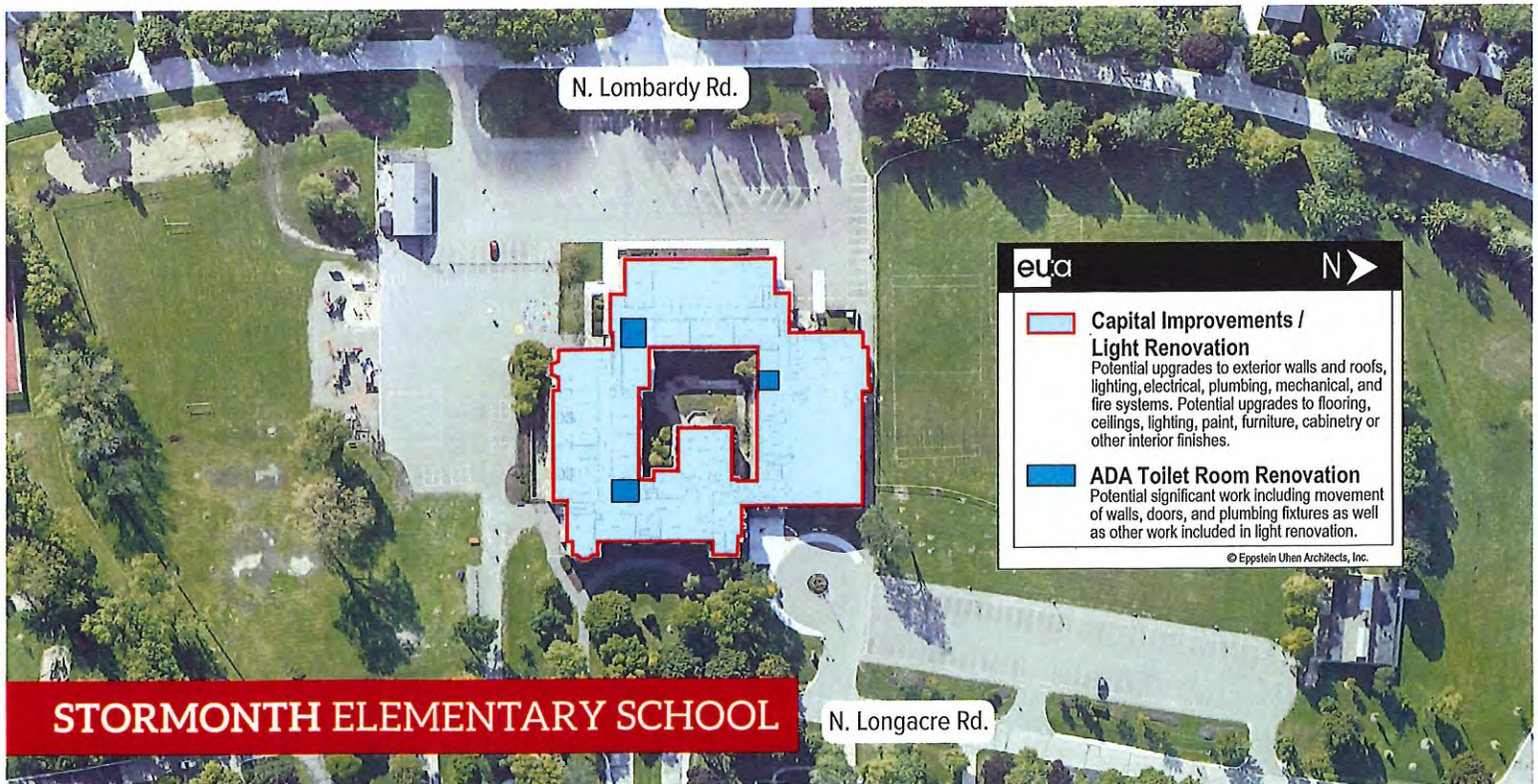
Please join us for an upcoming referendum information meeting to learn about the proposed plans, take an optional tour, and get your questions answered.



# PROPOSED PLAN



The inclusive playground and Phillip's Supreme Court will be relocated and rebuilt adjacent to the new school.



**Note:** all plans are conceptual for planning purposes only.



## SUMMARY OF CLAIMS

**January 21, 2022 - February 9, 2022**

January 21, 2022	\$99,969.16
February 2, 2022	\$34,206.65
February 5, 2022	\$1,556.98
<u>February 9, 2022</u>	<u>\$165,964.31</u>
Total	\$301,697.10

## Report Criteria:

Report type: Summary

Check Issue Date	Check Number	Payee	Amount
01/21/2022	37582	ACCURATE APPRAISAL LLC	4,980.00
01/21/2022	37583	AMAZON/SYNCB	117.81
01/21/2022	37584	CITIES AND VILLAGES MUTUAL	71,024.00
01/21/2022	37585	DELTA DENTAL	174.42
01/21/2022	37586	DIVERSIFIED BENEFIT SERVICES	1,300.00
01/21/2022	37587	FLYN LLC	390.00
01/21/2022	37588	GALLS	359.95
01/21/2022	37589	GRAINGER	96.48
01/21/2022	37590	LEAGUE OF WI MUNICIPALITIES	2,455.48
01/21/2022	37591	MILW COUNTY TREASURER	256.07
01/21/2022	37592	OZAUKEE COUNTY CLERK	854.32
01/21/2022	37593	WILEAG	350.00
01/21/2022	37594	ARLINGTON COMPUTER PRODUCTS	15,000.00
01/21/2022	37595	BAKER & TAYLOR	1,612.36
01/21/2022	37596	MILW COUNTY TREASURER	256.72
01/21/2022	999997851	CARTER, JULIE	741.55
Grand Totals:			99,969.16



Report Criteria:

Report type: Summary

Check Issue Date	Check Number	Payee	Amount
02/02/2022	37604	BRAKE AND EQUIPMENT CO INC	8,640.50
02/02/2022	37605	CUMMINS NPOWER LLC	2,454.88
02/02/2022	37606	DEER CREEK TECHNOLOGIES LLC	275.00
02/02/2022	37607	DIGGERS HOTLINE INC	4.80
02/02/2022	37608	FRANK GILLITZER ELECTRIC CO	240.00
02/02/2022	37609	H & R SAFETY SOLUTIONS	32.00
02/02/2022	37610	HUMPHREY SERVICE PARTS INC	150.47
02/02/2022	37611	Kerns Carpet One LLC	20,216.00
02/02/2022	37612	WI DEPT OF JUSTICE - TIME	2,193.00
Grand Totals:			34,206.65

## Report Criteria:

Report type: Summary

Check Issue Date	Check Number	Payee	Amount
02/05/2022	37613	BOHLEN, MICHAEL	221.91
02/05/2022	37614	Dixon, Matthew	217.88
02/05/2022	37615	Fricano, Lucianna	21.10
02/05/2022	37616	HAGEN, THAD	303.85
02/05/2022	37617	HUDAK, CHRISTINE	55.08
02/05/2022	37618	Johnson, Derek	113.19
02/05/2022	37619	LOTMAN, MICHAEL	275.46
02/05/2022	37620	Meyerson, Steven	329.29
02/05/2022	37621	MITCHELL, DAVID	17.74
02/05/2022	37622	Sambar, Michael	1.48
Grand Totals:			1,556.98

Report Criteria:

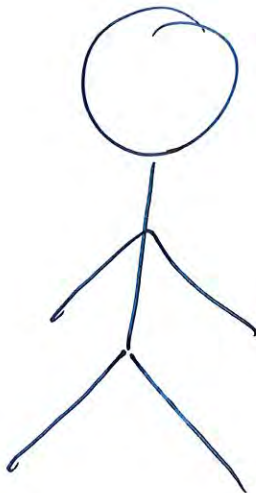
Report type: Summary

Check Issue Date	Check Number	Payee	Amount
02/09/2022	37626	ABRAHAM'S ON-SITE SHREDDING SE	54.00
02/09/2022	37627	AMAZON/SYNCB	1,083.27
02/09/2022	37628	AT&T MOBILITY	55.38
02/09/2022	37629	BATZNER PEST CONTROL	28.00
02/09/2022	37630	BEAR GRAPHICS	354.45
02/09/2022	37631	BLOCK IRON & SUPPLY CO - OSHK	64.00
02/09/2022	37632	BOND TRUST SERVICES	800.00
02/09/2022	37633	CITY OF MEQUON	1,068.13
02/09/2022	37634	Clark Dietz	9,135.00
02/09/2022	37635	DIVERSIFIED BENEFIT SERVICES	1,395.10
02/09/2022	37636	FEI	2,050.00
02/09/2022	37637	HENRICKSEN	377.75
02/09/2022	37638	JOURNAL SENTINEL	17.77
02/09/2022	37639	KAPUR & ASSOCIATES	11,913.72
02/09/2022	37640	LV ENTERPRISES LLC	3,033.00
02/09/2022	37641	MCLEEA	135.00
02/09/2022	37642	MILWAUKEE COUNTY FEDERATED LI	35,235.00
02/09/2022	37643	Milwaukee Metropolitan Sewerage	67,250.31
02/09/2022	37644	MT Library Services Inc.	1,957.20
02/09/2022	37645	MUNICIPAL CODE CORPORATION	2,001.99
02/09/2022	37646	MUNICIPAL PROPERTY INSURANCE	16,513.00
02/09/2022	37647	NORTH SHORE BANK	4,129.79
02/09/2022	37648	PREMIUM WATERS INC.	82.39
02/09/2022	37649	PROFESSIONAL ID CARDS INC.	11.50
02/09/2022	37650	US Alliance Fire Protection Inc	570.70
02/09/2022	37651	VANDEWALLE & ASSOCIATES	3,123.75
02/09/2022	37652	WE ENERGIES -	3,161.53
02/09/2022	37653	WISCONSIN DOCUMENT IMAGING	362.58
Grand Totals:			165,964.31



**JANUARY 2022**

**FINANCIAL STATEMENT**





VILLAGE OF BAYSIDE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	%
<u>TAXES</u>					
10-41100 PROPERTY TAXES	866,980.27	866,980.27	3,239,467.00	2,372,486.73	26.8
10-41300 INTEREST ON DELINQUENT TAXES	.00	.00	12,000.00	12,000.00	.0
10-41500 PAYMENT IN LIEU OF TAXES	14,525.67	14,525.67	47,036.00	32,510.33	30.9
TOTAL TAXES	881,505.94	881,505.94	3,298,503.00	2,416,997.06	26.7
<u>INTERGOVERNMENTAL</u>					
10-43210 COMMUNITY DEVELOPMENT BLOC	.00	.00	5,598.00	5,598.00	.0
10-43225 PUBLIC SAFETY COMMUNICATION	.00	.00	99,409.00	99,409.00	.0
10-43235 NORTH SHORE LIBRARY REVENUE	.00	.00	19,521.00	19,521.00	.0
10-43410 STATE SHARED REVENUES	.00	.00	60,297.00	60,297.00	.0
10-43415 VIDEO SERVICE PROVIDER AID	.00	.00	14,470.00	14,470.00	.0
10-43510 RECYCLING GRANT	.00	.00	25,770.00	25,770.00	.0
10-43530 EXEMPT COMPUTER AID	.00	.00	15,160.00	15,160.00	.0
10-43535 PERSONAL PROPERTY AID	.00	.00	1,738.00	1,738.00	.0
10-43540 STATE TRANSPORTATION AIDS	103,507.55	103,507.55	415,180.00	311,672.45	24.9
10-43545 ST 32 HIGHWAY AIDS	4,253.26	4,253.26	17,013.00	12,759.74	25.0
10-43600 EXPENDITURE RESTRAINT	.00	.00	82,745.00	82,745.00	.0
TOTAL INTERGOVERNMENTAL	107,760.81	107,760.81	756,901.00	649,140.19	14.2
<u>LICENSES &amp; PERMITS</u>					
10-44100 OPERATORS LICENSE	.00	.00	1,000.00	1,000.00	.0
10-44120 LIQUOR LICENSE	55.00	55.00	2,400.00	2,345.00	2.3
10-44140 CIGARETTE LICENSE	.00	.00	200.00	200.00	.0
10-44220 ANIMAL LICENSES	284.92	284.92	1,227.00	942.08	23.2
10-44300 CABLE FRANCHISE FEES	3,306.13	3,306.13	65,000.00	61,693.87	5.1
10-44415 ARC APPLICATION FEES	300.00	300.00	2,000.00	1,700.00	15.0
10-44420 OCCUPANCY PERMITS	400.00	400.00	300.00	100.00	133.3
10-44460 BUILDING PERMITS	8,849.20	8,849.20	65,000.00	56,150.80	13.6
10-44480 VACANT PROPERTY FEE	500.00	500.00	.00	500.00	.0
10-44495 EXCAVATION/RIGHT OF WAY/PRIVL	1,450.00	1,450.00	10,000.00	8,550.00	14.5
10-44530 RUMMAGE SALE PERMITS	.00	.00	240.00	240.00	.0
10-44535 DUMPSTER PERMITS	680.00	680.00	3,000.00	2,320.00	22.7
10-44540 SIGN PERMITS	50.00	50.00	200.00	150.00	25.0
10-44550 CONDITIONAL USE APPLICATION	.00	.00	600.00	600.00	.0
10-44555 BOARD OF ZONING APPEALS FEES	.00	.00	500.00	500.00	.0
10-44560 TREE PROGRAM	.00	.00	5,000.00	5,000.00	.0
10-44570 SPECIAL EVENT PERMITS	.00	.00	50.00	50.00	.0
TOTAL LICENSES & PERMITS	15,875.25	15,875.25	156,717.00	140,841.75	10.1

VILLAGE OF BAYSIDE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	%
<u>FINES &amp; FORFEITURES</u>					
10-45100 FINES & FORFEITURES-NSMC	1,614.36	1,614.36	35,000.00	33,385.64	4.6
10-45105 FINES & FORFEITURES-BAYSIDE SD	549.82	549.82	.00	549.82	.0
10-45125 NOTARY/FINGER	.00	.00	100.00	100.00	.0
TOTAL FINES & FORFEITURES	2,164.18	2,164.18	35,100.00	32,935.82	6.2
<u>PUBLIC CHARGES FOR SERVICES</u>					
10-46110 PROPERTY STATUS REVENUE	350.00	350.00	4,000.00	3,650.00	8.8
10-46120 PUBLICATION FEES	.00	.00	200.00	200.00	.0
10-46125 MISC SERVICE FEE-NOTARY/FINGER	.50	.50	.00	.50	.0
10-46130 DATA SALES	6.50	6.50	550.00	543.50	1.2
10-46310 SPECIAL PICKUPS	907.00	907.00	8,000.00	7,093.00	11.3
10-46315 MULCH DELIVERIES	.00	.00	6,000.00	6,000.00	.0
10-46330 WELL PERMIT/ABANDONMENT FEES	250.00	250.00	300.00	50.00	83.3
10-46400 EQUIPMENT RENTAL- SEWER FUND	.00	.00	20,000.00	20,000.00	.0
10-46415 EQUIPMENT RENTAL- STORMWATER	.00	.00	20,000.00	20,000.00	.0
10-46710 PARK FACILITY RENTAL & PROGRA	.00	.00	800.00	800.00	.0
10-46715 PUBLIC WORKS SERVICE REVENUE	.00	.00	300.00	300.00	.0
TOTAL PUBLIC CHARGES FOR SERVI	1,514.00	1,514.00	60,150.00	58,636.00	2.5
<u>MISCELLANEOUS REVENUE</u>					
10-48100 INTEREST	6,536.36	6,536.36	65,000.00	58,463.64	10.1
10-48120 REALIZED/UNREALIZED GAIN/LOSS	( 29,428.34)	( 29,428.34)	.00	29,428.34	.0
10-48200 MISCELLANEOUS REVENUE	114.40	114.40	500.00	385.60	22.9
10-48210 COPIES	22.00	22.00	.00	22.00	.0
10-48220 FALSE ALARM FEES	310.00	310.00	2,500.00	2,190.00	12.4
10-48230 RECYCLING PROCEEDS	3,525.41	3,525.41	4,000.00	474.59	88.1
10-48240 CREDIT CARD REVENUE	.00	.00	7,000.00	7,000.00	.0
10-48310 EQUIPMENT SALE PROCEEDS	220.00	220.00	16,000.00	15,780.00	1.4
10-48500 DONATIONS	.00	.00	8,000.00	8,000.00	.0
TOTAL MISCELLANEOUS REVENUE	( 18,700.17)	( 18,700.17)	103,000.00	121,700.17	( 18.2)
TOTAL FUND REVENUE	990,120.01	990,120.01	4,410,371.00	3,420,250.99	22.5

VILLAGE OF BAYSIDE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>GENERAL GOVERNMENT</u>					
10-51000-110 WAGES FT	39,814.87	39,814.87	245,449.00	205,634.13	16.2
10-51000-117 HEALTH INSURANCE BUYOUT	166.68	166.68	1,950.00	1,783.32	8.6
10-51000-119 DENTAL INSURANCE BUYOUT	11.32	11.32	204.00	192.68	5.6
10-51000-120 TRUSTEE WAGES	700.00	700.00	8,400.00	7,700.00	8.3
10-51000-125 ELECTION WAGES	.00	.00	6,000.00	6,000.00	.0
10-51000-130 ELECTIONS SUPPLIES	854.32	854.32	4,485.00	3,630.68	19.1
10-51000-150 WISCONSIN RETIREMENT SYSTEM	992.16	992.16	14,669.00	13,676.84	6.8
10-51000-151 SOCIAL SECURITY	2,372.43	2,372.43	18,942.00	16,569.57	12.5
10-51000-152 LIFE INSURANCE	102.96	102.96	900.00	797.04	11.4
10-51000-153 HEALTH INSURANCE	5,522.80	5,522.80	25,492.00	19,969.20	21.7
10-51000-154 DENTAL INSURANCE	42.26	42.26	815.00	772.74	5.2
10-51000-208 LEGAL SERVICES-MISC	690.00-	690.00-	2,000.00	2,690.00	( 34.5)
10-51000-210 CONTRACTUAL SERVICES	650.12-	650.12-	25,799.00	26,449.12	( 2.5)
10-51000-211 LEGAL COUNSEL - CONTRACTED	.00	.00	61,545.00	61,545.00	.0
10-51000-214 AUDIT SERVICES	.00	.00	19,125.00	19,125.00	.0
10-51000-217 PUBLIC HEALTH SERVICES	.00	.00	29,842.00	29,842.00	.0
10-51000-219 ASSESSOR SERVICES	4,980.00	4,980.00	24,900.00	19,920.00	20.0
10-51000-221 TELECOMMUNICATIONS	.00	.00	3,058.00	3,058.00	.0
10-51000-225 COMPUTER SUPPORT	.00	.00	1,000.00	1,000.00	.0
10-51000-226 BENEFIT ADMINISTRATIVE FEES	.00	.00	1,010.00	1,010.00	.0
10-51000-229 BANKING FEES	423.27	423.27	1,400.00	976.73	30.2
10-51000-230 MATERIALS & SUPPLIES	200.00-	200.00-	2,500.00	2,700.00	( 8.0)
10-51000-238 FINANCIAL ADVISING SERVICES	.00	.00	2,000.00	2,000.00	.0
10-51000-300 ADMINISTRATIVE	.00	.00	800.00	800.00	.0
10-51000-310 OFFICE SUPPLIES	.00	.00	4,000.00	4,000.00	.0
10-51000-311 POSTAGE	.00	.00	5,000.00	5,000.00	.0
10-51000-321 DUES & SUBSCRIPTIONS	.00	.00	6,430.00	6,430.00	.0
10-51000-322 TRAINING, SAFETY & CERTS	.00	.00	8,255.00	8,255.00	.0
10-51000-323 WELLNESS	.00	.00	500.00	500.00	.0
10-51000-324 PUBLICATIONS/PRINTING	.00	.00	410.00	410.00	.0
10-51000-350 EQUIPMENT REPLACEMENT	64,702.68-	64,702.68-	.00	64,702.68	.0
10-51000-390 PUBLIC RELATIONS	.00	.00	100.00	100.00	.0
10-51000-500 CONTINGENCY	.00	.00	66,616.00	66,616.00	.0
10-51000-510 GENERAL LIABILITY	40,349.16	40,349.16	33,210.00	-7,139.16	121.5
10-51000-511 AUTO LIABILITY	4,802.00	4,802.00	4,857.00	55.00	98.9
10-51000-512 BOILER INSURANCE	726.00	726.00	781.00	55.00	93.0
10-51000-513 WORKERS COMPENSATION	9,674.46	9,674.46	50,734.00	41,059.54	19.1
10-51000-515 COMMERCIAL CRIME POLICY	175.45	175.45	181.00	5.55	96.9
10-51000-516 PROPERTY INSURANCE	.00	.00	7,099.00	7,099.00	.0
10-51000-517 PUBLIC OFFICIAL BONDS	7,547.02	7,547.02	7,547.00	-.02	100.0
10-51000-591 MUNICIPAL CODE	.00	.00	4,000.00	4,000.00	.0
TOTAL GENERAL GOVERNMENT	53,014.36	53,014.36	702,005.00	648,990.64	7.6

VILLAGE OF BAYSIDE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>POLICE</u>					
10-52100-110 WAGES FT	60,658.47	60,658.47	1,149,281.00	1,088,622.53	5.3
10-52100-111 OVERTIME	1,460.22	1,460.22	27,000.00	25,539.78	5.4
10-52100-116 HOLIDAY PAY	.00	.00	38,404.00	38,404.00	.0
10-52100-117 HEALTH INSURANCE BUYOUT	.00	.00	12,600.00	12,600.00	.0
10-52100-118 SHIFT DIFFERENTIAL PAY	275.00	275.00	4,500.00	4,225.00	6.1
10-52100-119 DENTAL INSURANCE BUYOUT	18.88	18.88	227.00	208.12	8.3
10-52100-150 WISCONSIN RETIREMENT SYSTEM	6,658.07	6,658.07	145,105.00	138,446.93	4.6
10-52100-151 SOCIAL SECURITY	4,737.50	4,737.50	94,771.00	90,033.50	5.0
10-52100-152 LIFE INSURANCE	133.27	133.27	964.00	830.73	13.8
10-52100-153 HEALTH INSURANCE	15,492.01	15,492.01	182,845.00	167,352.99	8.5
10-52100-154 DENTAL INSURANCE	218.70	218.70	3,430.00	3,211.30	6.4
10-52100-209 HOUSE OF CORRECTION FEES	.00	.00	300.00	300.00	.0
10-52100-210 CONTRACTUAL SERVICES	635.45	635.45	33,207.00	33,842.45	( 1.9)
10-52100-211 LEGAL COUNSEL-CONTRACTED	.00	.00	24,618.00	24,618.00	.0
10-52100-213 LEGAL COUNSEL-PERSONNEL	.00	.00	1,000.00	1,000.00	.0
10-52100-215 MADACC	.00	.00	1,550.00	1,550.00	.0
10-52100-221 TELECOMMUNICATIONS	.00	.00	5,196.00	5,196.00	.0
10-52100-225 COMPUTER SUPPORT SERVICES	.00	.00	5,000.00	5,000.00	.0
10-52100-230 MATERIALS & SUPPLIES	119.81	119.81	7,000.00	6,880.19	1.7
10-52100-231 FLEET MAINTENANCE	.00	.00	7,000.00	7,000.00	.0
10-52100-310 OFFICE SUPPLIES	.00	.00	1,000.00	1,000.00	.0
10-52100-311 POSTAGE	.00	.00	800.00	800.00	.0
10-52100-321 DUES & SUBSCRIPTIONS	350.00	350.00	990.00	640.00	35.4
10-52100-322 TRAINING, SAFETY & CERTIFICATI	.00	.00	4,500.00	4,500.00	.0
10-52100-323 AMMUNITION	.00	.00	3,600.00	3,600.00	.0
10-52100-330 UNIFORM SUPPLIES	359.95	359.95	7,150.00	6,790.05	5.0
10-52100-340 FUEL MAINTENANCE	1,636.47	1,636.47	16,500.00	14,863.53	9.9
10-52100-519 GASB 45 OBLIGATIONS	6,922.52	6,922.52	30,664.00	23,741.48	22.6
TOTAL POLICE	98,405.42	98,405.42	1,809,202.00	1,710,796.58	5.4
<u>NORTH SHORE FIRE DEPT</u>					
10-52200-224 NORTH SHORE FIRE DEPARTMENT	221,272.00	221,272.00	874,313.00	653,041.00	25.3
TOTAL NORTH SHORE FIRE DEPT	221,272.00	221,272.00	874,313.00	653,041.00	25.3
<u>BUILDING INSPECTION</u>					
10-52400-110 WAGES FT	.00	.00	20,000.00	20,000.00	.0
10-52400-250 BUILDING INSPECTIONS	.00	.00	35,750.00	35,750.00	.0
TOTAL BUILDING INSPECTION	.00	.00	55,750.00	55,750.00	.0



VILLAGE OF BAYSIDE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>DEPARTMENT OF PUBLIC WORKS</u>					
10-53000-110 WAGES FT	29,578.73	29,578.73	285,285.00	255,706.27	10.4
10-53000-111 OVERTIME	516.11	516.11	4,050.00	3,533.89	12.7
10-53000-112 WAGES PT	153.23	153.23	.00	-153.23	.0
10-53000-150 WISCONSIN RETIREMENT SYSTEM	1,180.98	1,180.98	18,658.00	17,477.02	6.3
10-53000-151 SOCIAL SECURITY	1,484.64	1,484.64	22,801.00	21,316.36	6.5
10-53000-152 LIFE INSURANCE	138.67	138.67	477.00	338.33	29.1
10-53000-153 HEALTH INSURANCE	13,510.95	13,510.95	85,551.00	72,040.05	15.8
10-53000-154 DENTAL INSURANCE	300.71	300.71	1,835.00	1,534.29	16.4
10-53000-200 FACILITY MAINTENANCE & SUPPLIE	5,216.13-	5,216.13-	22,723.00	27,939.13	( 23.0)
10-53000-201 CLEANING & JANITORIAL SERVICES	608.74	608.74	11,541.00	10,932.26	5.3
10-53000-202 HVAC MAINTENANCE	.00	.00	4,200.00	4,200.00	.0
10-53000-210 CONTRACTUAL SERVICES	734.32-	734.32-	39,505.00	40,239.32	( 1.9)
10-53000-216 ENGINEERING	1,700.00-	1,700.00-	20,000.00	21,700.00	( 8.5)
10-53000-220 UTILITIES	1,541.00-	1,541.00-	45,000.00	46,541.00	( 3.4)
10-53000-221 TELECOMMUNICATIONS	.00	.00	2,300.00	2,300.00	.0
10-53000-230 MATERIALS & SUPPLIES	.00	.00	4,500.00	4,500.00	.0
10-53000-231 FLEET MAINTENANCE	.00	.00	32,500.00	32,500.00	.0
10-53000-233 TOOLS	.00	.00	1,500.00	1,500.00	.0
10-53000-310 OFFICE SUPPLIES	.00	.00	150.00	150.00	.0
10-53000-321 DUES & SUBSCRIPTIONS	.00	.00	500.00	500.00	.0
10-53000-322 TRAINING, SAFETY & CERTIFICATI	.00	.00	1,950.00	1,950.00	.0
10-53000-330 UNIFORM SUPPLIES	1,984.75-	1,984.75-	1,800.00	3,784.75	( 110.3)
10-53000-334 WINTER OPERATIONS	.00	.00	40,000.00	40,000.00	.0
10-53000-340 FUEL MAINTENANCE	2,640.40-	2,640.40-	20,000.00	22,640.40	( 13.2)
10-53000-360 EQUIPMENT RENTAL	.00	.00	9,000.00	9,000.00	.0
10-53000-370 TIPPING FEES	.00	.00	71,000.00	71,000.00	.0
10-53000-377 YARD WASTE TUB GRINDING	.00	.00	8,500.00	8,500.00	.0
10-53000-390 PUBLIC RELATIONS	.00	.00	100.00	100.00	.0
10-53000-400 STREET MAINTENANCE	.00	.00	7,700.00	7,700.00	.0
10-53000-450 SIGNAGE	.00	.00	2,800.00	2,800.00	.0
10-53000-460 FORESTRY & LANDSCAPING	.00	.00	7,000.00	7,000.00	.0
10-53000-465 TREE DISEASE MITIGATION	.00	.00	15,000.00	15,000.00	.0
TOTAL DEPARTMENT OF PUBLIC WO	33,656.16	33,656.16	787,926.00	754,269.84	4.3
<u>NORTH SHORE LIBRARY</u>					
10-55100-227 NORTH SHORE LIBRARY	.00	.00	160,077.00	160,077.00	.0
TOTAL NORTH SHORE LIBRARY	.00	.00	160,077.00	160,077.00	.0
<u>PARKS</u>					
10-55200-110 WAGES FT	1,120.00	1,120.00	5,200.00	4,080.00	21.5
10-55200-151 SOCIAL SECURITY	85.68	85.68	398.00	312.32	21.5
10-55200-230 MATERIALS & SUPPLIES	.00	.00	500.00	500.00	.0
10-55200-235 COMMUNITY EVENTS	96.48	96.48	15,000.00	14,903.52	.6
TOTAL PARKS	1,302.16	1,302.16	21,098.00	19,795.84	6.2

VILLAGE OF BAYSIDE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
TOTAL FUND EXPENDITURES	407,650.10	407,650.10	4,410,371.00	4,002,720.90	9.2
NET REVENUE OVER EXPENDITURES	582,469.91	582,469.91	.00	-582,469.91	.0

VILLAGE OF BAYSIDE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

SANITARY SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>PUBLIC CHARGES FOR SERVICES</u>					
20-46410 RESIDENTIAL SEWER	1,010.00	1,010.00	808,000.00	806,990.00	.1
20-46420 COMMERCIAL SEWER	.00	.00	70,000.00	70,000.00	.0
20-46425 POLICE LEASE REVENUE	.00	.00	10,502.00	10,502.00	.0
TOTAL PUBLIC CHARGES FOR SERVI	1,010.00	1,010.00	888,502.00	887,492.00	.1
<u>MISCELLANEOUS REVENUE</u>					
20-48100 INTEREST	7.05	7.05	.00	-7.05	.0
TOTAL MISCELLANEOUS REVENUE	7.05	7.05	.00	-7.05	.0
TOTAL FUND REVENUE	1,017.05	1,017.05	888,502.00	887,484.95	.1

VILLAGE OF BAYSIDE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

SANITARY SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>GENERAL SEWER</u>					
20-51000-110 WAGES FT	26,567.20	26,567.20	143,369.00	116,801.80	18.5
20-51000-111 OVERTIME	.00	.00	1,000.00	1,000.00	.0
20-51000-117 HEALTH INSURANCE BUYOUT	41.66	41.66	500.00	458.34	8.3
20-51000-119 DENTAL INSURANCE BUYOUT	3.78	3.78	54.00	50.22	7.0
20-51000-150 WISCONSIN RETIREMENT SYSTEM	364.06	364.06	7,355.00	6,990.94	5.0
20-51000-151 SOCIAL SECURITY	412.27	412.27	8,699.00	8,286.73	4.7
20-51000-152 LIFE INSURANCE	35.09	35.09	307.00	271.91	11.4
20-51000-153 HEALTH INSURANCE	1,969.19	1,969.19	23,236.00	21,266.81	8.5
20-51000-154 DENTAL INSURANCE	45.35	45.35	498.00	452.65	9.1
20-51000-210 CONTRACTUAL SERVICES	739.89-	739.89-	275,595.00	276,334.89	( .3)
20-51000-214 AUDIT SERVICES	.00	.00	3,525.00	3,525.00	.0
20-51000-216 ENGINEERING	.00	.00	50,000.00	50,000.00	.0
20-51000-220 UTILITIES	.00	.00	7,000.00	7,000.00	.0
20-51000-221 TELECOMMUNICATIONS	.00	.00	240.00	240.00	.0
20-51000-226 BENEFIT ADMINISTRATIVE FEES	.00	.00	46.00	46.00	.0
20-51000-229 BANKING FEES	.00	.00	1,400.00	1,400.00	.0
20-51000-230 MATERIALS & SUPPLIES	.00	.00	2,000.00	2,000.00	.0
20-51000-231 FLEET MAINTENANCE	.00	.00	1,500.00	1,500.00	.0
20-51000-232 LIFT STATION MAINTENANCE	6,607.09-	6,607.09-	10,550.00	17,157.09	( 62.6)
20-51000-234 DIGGERS HOTLINE	.00	.00	2,200.00	2,200.00	.0
20-51000-238 FINANCIAL ADVISING SERVICES	.00	.00	2,000.00	2,000.00	.0
20-51000-311 POSTAGE	.00	.00	400.00	400.00	.0
20-51000-322 TRAINING, SAFETY & CERTIFICATI	.00	.00	2,400.00	2,400.00	.0
20-51000-340 FUEL MAINTENANCE	.00	.00	3,200.00	3,200.00	.0
20-51000-350 EQUIPMENT REPLACEMENT	.00	.00	1,000.00	1,000.00	.0
20-51000-360 EQUIPMENT RENTAL-GENERAL FUND	.00	.00	20,000.00	20,000.00	.0
20-51000-510 GENERAL LIABILITY INSURANCE	1,821.37	1,821.37	1,837.00	15.63	99.2
20-51000-513 WORKERS COMPENSATION	317.39	317.39	1,664.00	1,346.61	19.1
20-51000-515 COMMERCIAL CRIME POLICY	11.62	11.62	12.00	.38	96.8
20-51000-516 PROPERTY INSURANCE	.00	.00	2,789.00	2,789.00	.0
20-51000-801 CAPITAL PROJECTS	41,678.00-	41,678.00-	342,500.00	384,178.00	( 12.2)
20-51000-803 CAPITAL EQUIPMENT	56,066.00-	56,066.00-	.00	56,066.00	.0
TOTAL GENERAL SEWER	73,502.00-	73,502.00-	916,876.00	990,378.00	( 8.0)
<u>DEPRECIATION</u>					
20-53000-700 DEPRECIATION	.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 PRINCIPAL REDEMPTION - CWFL	.00	.00	82,717.00	82,717.00	.0
20-58100-618 PRINCIPAL REDEMPTION - BOND	.00	.00	175,000.00	175,000.00	.0
20-58100-621 INTEREST - BOND	.00	.00	68,140.00	68,140.00	.0
20-58100-626 INTEREST-CLEAN WATER FUND LOA	.00	.00	5,031.00	5,031.00	.0
TOTAL DEBT	.00	.00	330,888.00	330,888.00	.0

VILLAGE OF BAYSIDE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

SANITARY SEWER FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>%</u>
TOTAL FUND EXPENDITURES	<u>73,502.00-</u>	<u>73,502.00-</u>	<u>1,250,902.00</u>	<u>1,324,404.00</u>	<u>( 5.9)</u>
NET REVENUE OVER EXPENDITURES	<u>74,519.05</u>	<u>74,519.05</u>	<u>362,400.00-</u>	<u>-436,919.05</u>	<u>20.6</u>

VILLAGE OF BAYSIDE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

STORMWATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>PUBLIC CHARGES FOR SERVICES</u>					
22-46405 RESIDENTIAL STORMWATER	506.00	506.00	400,626.00	400,120.00	.1
22-46425 COMMERCIAL STORMWATER	.00	.00	154,449.00	154,449.00	.0
22-46430 RIGHT-OF-WAY MANAGEMENT	242.32	242.32	15,000.00	14,757.68	1.6
TOTAL PUBLIC CHARGES FOR SERVI	<u>748.32</u>	<u>748.32</u>	<u>570,075.00</u>	<u>569,326.68</u>	<u>.1</u>
 TOTAL FUND REVENUE	 <u>748.32</u>	 <u>748.32</u>	 <u>570,075.00</u>	 <u>569,326.68</u>	 <u>.1</u>

VILLAGE OF BAYSIDE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

STORMWATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
22-53000-110 WAGES FT	14,083.11	14,083.11	131,310.00	117,226.89	10.7
22-53000-111 OVERTIME	.00	.00	950.00	950.00	.0
22-53000-117 HEALTH INSURANCE BUYOUT	41.66	41.66	500.00	458.34	8.3
22-53000-119 DENTAL INSURANCE BUYOUT	3.78	3.78	54.00	50.22	7.0
22-53000-150 WISCONSIN RETIREMENT SYSTEM	319.55	319.55	7,134.00	6,814.45	4.5
22-53000-151 SOCIAL SECURITY	372.36	372.36	8,439.00	8,066.64	4.4
22-53000-152 LIFE INSURANCE	21.63	21.63	307.00	285.37	7.1
22-53000-153 HEALTH INSURANCE	1,462.91	1,462.91	22,179.00	20,716.09	6.6
22-53000-154 DENTAL INSURANCE	34.07	34.07	475.00	440.93	7.2
22-53000-210 CONTRACTUAL SERVICES	850.30-	850.30-	9,657.00	10,507.30	( 8.8)
22-53000-214 AUDIT SERVICES	.00	.00	1,688.00	1,688.00	.0
22-53000-216 ENGINEERING	41,730.00-	41,730.00-	40,000.00	81,730.00	( 104.3)
22-53000-220 UTILITY EXPENSES	.00	.00	2,400.00	2,400.00	.0
22-53000-221 TELECOMMUNICATIONS	.00	.00	100.00	100.00	.0
22-53000-226 BENEFIT ADMINISTRATIVE FEES	.00	.00	46.00	46.00	.0
22-53000-230 MATERIALS & SUPPLIES	.00	.00	2,500.00	2,500.00	.0
22-53000-232 LIFT STATION MAINTENANCE	.00	.00	2,000.00	2,000.00	.0
22-53000-238 FINANCIAL ADVISING SERVICES	.00	.00	2,000.00	2,000.00	.0
22-53000-322 TRAINING, SAFETY & CERTIFICATI	.00	.00	1,000.00	1,000.00	.0
22-53000-327 CULVERT MATERIALS	.00	.00	28,000.00	28,000.00	.0
22-53000-328 LANDSCAPING MATERIALS	.00	.00	37,000.00	37,000.00	.0
22-53000-329 EXCAVATION AND DISPOSAL	.00	.00	15,000.00	15,000.00	.0
22-53000-340 FUEL MAINTENANCE	.00	.00	2,500.00	2,500.00	.0
22-53000-350 EQUIPMENT REPLACEMENT	1,271.83-	1,271.83-	.00	1,271.83	.0
22-53000-360 EQUIPMENT RENTAL	.00	.00	20,000.00	20,000.00	.0
22-53000-510 GENERAL LIABILITY INSURANCE	2,246.13	2,246.13	2,265.00	18.87	99.2
22-53000-513 WORKERS COMPENSATION	311.21	311.21	1,632.00	1,320.79	19.1
22-53000-515 COMMERCIAL CRIME POLICY	11.63	11.63	12.00	.37	96.9
22-53000-516 PROPERTY INSURANCE	.00	.00	2,708.00	2,708.00	.0
22-53000-801 CAPITAL PROJECTS	1,138.00-	1,138.00-	380,000.00	381,138.00	( .3)
TOTAL DEPARTMENT 53000	26,082.09-	26,082.09-	721,856.00	747,938.09	( 3.6)
TRANSFER TO OTHER FUND					
22-59200-900 ADMINISTRATIVE/TRANSFER TO	.00	.00	74,091.00	74,091.00	.0
TOTAL TRANSFER TO OTHER FUND	.00	.00	74,091.00	74,091.00	.0
TOTAL FUND EXPENDITURES	26,082.09-	26,082.09-	795,947.00	822,029.09	( 3.3)
NET REVENUE OVER EXPENDITURES	26,830.41	26,830.41	225,872.00-	-252,702.41	11.9

VILLAGE OF BAYSIDE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

PUBLIC SAFETY COMMUNICATIONS

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
	<u>TAXES</u>					
26-41100	PROPERTY TAXES	303,653.00	303,653.00	303,653.00	.00	100.0
	TOTAL TAXES	303,653.00	303,653.00	303,653.00	.00	100.0
	<u>SOURCE 46</u>					
26-46220	INTERGOVERNMENTAL REVENUE	3,362.67	3,362.67	280,219.00	276,856.33	1.2
	TOTAL SOURCE 46	3,362.67	3,362.67	280,219.00	276,856.33	1.2
	<u>INTERGOVERNMENT REVENUE</u>					
26-47130	CONTRACT REVENUE	423,595.95	423,595.95	2,125,571.00	1,701,975.05	19.9
	TOTAL INTERGOVERNMENT REVENUE	423,595.95	423,595.95	2,125,571.00	1,701,975.05	19.9
	<u>MISCELLANEOUS REVENUE</u>					
26-48100	CONSOLIDATED SERVICE BILLINGS	.00	.00	65,125.00	65,125.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	65,125.00	65,125.00	.0
	TOTAL FUND REVENUE	730,611.62	730,611.62	2,774,568.00	2,043,956.38	26.3



VILLAGE OF BAYSIDE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

PUBLIC SAFETY COMMUNICATIONS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>PUBLIC SAFETY COMMUNICATIONS</u>					
26-51000-110 WAGES FT	76,992.72	76,992.72	1,534,221.00	1,457,228.28	5.0
26-51000-111 OVERTIME	5,885.79	5,885.79	40,800.00	34,914.21	14.4
26-51000-116 HOLIDAY PAY	9,185.60	9,185.60	29,632.00	20,446.40	31.0
26-51000-117 HEALTH INSURANCE BUYOUT	458.33	458.33	3,000.00	2,541.67	15.3
26-51000-119 DENTAL INSURANCE BUYOUT	18.88	18.88	453.00	434.12	4.2
26-51000-150 WISCONSIN RETIREMENT SYSTEM	6,170.05	6,170.05	102,562.00	96,391.95	6.0
26-51000-151 SOCIAL SECURITY	6,540.25	6,540.25	123,020.00	116,479.75	5.3
26-51000-152 LIFE INSURANCE	385.34	385.34	2,564.00	2,178.66	15.0
26-51000-153 HEALTH INSURANCE	49,052.88	49,052.88	385,603.00	336,550.12	12.7
26-51000-154 DENTAL INSURANCE	1,124.96	1,124.96	7,973.00	6,848.04	14.1
26-51000-180 RECRUITMENT	10.08	10.08	1,250.00	1,260.08	(.8)
26-51000-200 FACILITY MAINTENANCE & SUPPLIE	20,216.00	20,216.00	13,983.00	34,199.00	(144.6)
26-51000-201 CLEANING & JANITORIAL SERVICES	874.36	874.36	11,386.00	10,511.64	7.7
26-51000-210 CONTRACTUAL SERVICES	20,498.08	20,498.08	20,902.00	41,400.08	(98.1)
26-51000-213 LEGAL COUNSEL-PERSONNEL	.00	.00	1,000.00	1,000.00	.0
26-51000-214 AUDIT SERVICES	.00	.00	1,654.00	1,654.00	.0
26-51000-220 UTILITIES	.00	.00	24,240.00	24,240.00	.0
26-51000-221 TELECOMMUNICATIONS	.00	.00	113,545.00	113,545.00	.0
26-51000-225 COMPUTER SUPPORT SERVICES	.00	.00	3,500.00	3,500.00	.0
26-51000-226 BENEFIT ADMINISTRATIVE FEES	.00	.00	479.00	479.00	.0
26-51000-230 MATERIALS & SUPPLIES	.00	.00	5,000.00	5,000.00	.0
26-51000-236 LICENSING & MAINTENANCE	71,119.59	71,119.59	220,991.00	149,871.41	32.2
26-51000-310 OFFICE SUPPLIES	.00	.00	1,800.00	1,800.00	.0
26-51000-311 POSTAGE	.00	.00	500.00	500.00	.0
26-51000-321 DUES & SUBSCRIPTIONS	.00	.00	2,000.00	2,000.00	.0
26-51000-322 TRAINING, SAFETY & CERTIFICATI	.00	.00	8,000.00	8,000.00	.0
26-51000-330 CLOTHING/EMPLOYEE EXPENSES	.00	.00	220.00	220.00	.0
26-51000-350 EQUIPMENT REPLACEMENT	140,417.88	140,417.88	.00	140,417.88	.0
26-51000-390 EMPLOYEE RECOGNITION	.00	.00	500.00	500.00	.0
26-51000-500 CONTINGENCY	.00	.00	3,184.00	3,184.00	.0
26-51000-510 GENERAL LIABILITY	4,878.80	4,878.80	4,920.00	41.20	99.2
26-51000-513 WORKERS COMPENSATION	461.01	461.01	2,418.00	1,956.99	19.1
26-51000-515 COMMERCIAL CRIME POLICY	98.30	98.30	102.00	3.70	96.4
26-51000-516 PROPERTY INSURANCE	.00	.00	3,730.00	3,730.00	.0
TOTAL PUBLIC SAFETY COMMUNIC	52,104.82	52,104.82	2,675,132.00	2,623,027.18	2.0
<u>TRANSFER TO OTHER FUND</u>					
26-59217-900 ADMINISTRATIVE/TRANSFER TO	.00	.00	99,438.00	99,438.00	.0
TOTAL TRANSFER TO OTHER FUND	.00	.00	99,438.00	99,438.00	.0
TOTAL FUND EXPENDITURES	52,104.82	52,104.82	2,774,570.00	2,722,465.18	1.9
NET REVENUE OVER EXPENDITURES	678,506.80	678,506.80	2.00	-678,508.80	339253

VILLAGE OF BAYSIDE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

LONG TERM FINANCIAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
	<u>TAXES</u>					
30-41100	PROPERTY TAXES	792,089.00	792,089.00	792,089.00	.00	100.0
	TOTAL TAXES	792,089.00	792,089.00	792,089.00	.00	100.0
	<u>LICENSES &amp; PERMITS</u>					
30-44350	CELL TOWER FEES	2,027.33	2,027.33	24,260.00	22,232.67	8.4
	TOTAL LICENSES & PERMITS	2,027.33	2,027.33	24,260.00	22,232.67	8.4
	<u>INTERGOVERNMENT REVENUE</u>					
30-47115	B SERIES ADMIN FEE	.00	.00	11,541.00	11,541.00	.0
	TOTAL INTERGOVERNMENT REVENUE	.00	.00	11,541.00	11,541.00	.0
	<u>MISCELLANEOUS REVENUE</u>					
30-48100	INTEREST	.00	.00	500.00	500.00	.0
30-48300	NSFD	3,657.50	3,657.50	167,315.00	163,657.50	2.2
	TOTAL MISCELLANEOUS REVENUE	3,657.50	3,657.50	167,815.00	164,157.50	2.2
	<u>OTHER FINANCING SOURCES</u>					
30-49250	TRANSFER FROM STORMWATER FUN	.00	.00	74,091.00	74,091.00	.0
	TOTAL OTHER FINANCING SOURCES	.00	.00	74,091.00	74,091.00	.0
	TOTAL FUND REVENUE	797,773.83	797,773.83	1,069,796.00	272,022.17	74.6

VILLAGE OF BAYSIDE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

LONG TERM FINANCIAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>DEBT</u>					
30-58100-215 MADACC	.00	.00	1,784.00	1,784.00	.0
30-58100-226 BENEFIT ADMINISTRATIVE FEES	.00	.00	1,400.00	1,400.00	.0
30-58100-610 2021A GENERAL OBLIGATION	.00	.00	125,000.00	125,000.00	.0
30-58100-611 NSFD STATION #5	.00	.00	160,000.00	160,000.00	.0
30-58100-614 UNFUNDED LIABILITY PRINCIPAL	.00	.00	27,373.00	27,373.00	.0
30-58100-618 PRINCIPAL- 2014 BOND	.00	.00	330,000.00	330,000.00	.0
30-58100-619 2016 GENERAL OBLIGATION	.00	.00	130,000.00	130,000.00	.0
30-58100-620 2018 GENERAL OBLIGATION	.00	.00	35,000.00	35,000.00	.0
30-58100-621 INTEREST ON BOND	.00	.00	165,037.00	165,037.00	.0
30-58100-623 UNFUNDED LIABILITY INTEREST	.00	.00	3,093.00	3,093.00	.0
30-58100-624 2021 B GO DEBT	.00	.00	20,000.00	20,000.00	.0
TOTAL DEBT	.00	.00	998,687.00	998,687.00	.0
TOTAL FUND EXPENDITURES	.00	.00	998,687.00	998,687.00	.0
NET REVENUE OVER EXPENDITURES	<u>797,773.83</u>	<u>797,773.83</u>	<u>71,109.00</u>	<u>-726,664.83</u>	<u>1121.9</u>

VILLAGE OF BAYSIDE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

POLICE CAPITAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>TAXES</u>					
40-41100 PROPERTY TAXES	67,066.00	67,066.00	67,066.00	.00	100.0
40-41130 FIRE & RESCUE PROPERTY TAXES	40,336.00	40,336.00	40,336.00	.00	100.0
TOTAL TAXES	107,402.00	107,402.00	107,402.00	.00	100.0
TOTAL FUND REVENUE	107,402.00	107,402.00	107,402.00	.00	100.0

VILLAGE OF BAYSIDE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

POLICE CAPITAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>CAPITAL PROJECTS</u>					
40-91000-801 CAPITAL PROJECTS	.00	.00	40,336.00	40,336.00	.0
40-91000-802 CAPITAL LEASE	.00	.00	10,502.00	10,502.00	.0
40-91000-803 CAPITAL EQUIPMENT	.00	.00	56,564.00	56,564.00	.0
TOTAL CAPITAL PROJECTS	.00	.00	107,402.00	107,402.00	.0
TOTAL FUND EXPENDITURES	.00	.00	107,402.00	107,402.00	.0
NET REVENUE OVER EXPENDITURES	107,402.00	107,402.00	.00	-107,402.00	.0

VILLAGE OF BAYSIDE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

DEPARTMENT OF PUBLIC WORKS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>TAXES</u>					
41-41100 PROPERTY TAXES	125,000.00	125,000.00	125,000.00	.00	100.0
TOTAL TAXES	125,000.00	125,000.00	125,000.00	.00	100.0
<u>PUBLIC CHARGES FOR SERVICES</u>					
41-46320 GARBAGE CONTAINER & FEES	5,580.23	5,580.23	5,000.00	-580.23	111.6
TOTAL PUBLIC CHARGES FOR SERVI	5,580.23	5,580.23	5,000.00	-580.23	111.6
TOTAL FUND REVENUE	130,580.23	130,580.23	130,000.00	-580.23	100.5

VILLAGE OF BAYSIDE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

DEPARTMENT OF PUBLIC WORKS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>CAPITAL PROJECTS</u>					
41-91000-801 CAPITAL PROJECTS	5,211.00-	5,211.00-	550,000.00	555,211.00	( 1.0)
41-91000-803 CAPITAL EQUIPMENT	.00	.00	49,500.00	49,500.00	.0
TOTAL CAPITAL PROJECTS	5,211.00-	5,211.00-	599,500.00	604,711.00	( .9)
TOTAL FUND EXPENDITURES	5,211.00-	5,211.00-	599,500.00	604,711.00	( .9)
NET REVENUE OVER EXPENDITURES	135,791.23	135,791.23	469,500.00-	-605,291.23	28.9

VILLAGE OF BAYSIDE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

ADMIN SERVICES CAPITAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>TAXES</u>					
42-41100 PROPERTY TAXES	75,000.00	75,000.00	75,000.00	.00	100.0
TOTAL TAXES	75,000.00	75,000.00	75,000.00	.00	100.0
<u>MISCELLANEOUS REVENUE</u>					
42-46740 COMMUNITY EVENT DONATIONS	17.00	17.00	.00	-17.00	.0
TOTAL MISCELLANEOUS REVENUE	17.00	17.00	.00	-17.00	.0
TOTAL FUND REVENUE	75,017.00	75,017.00	75,000.00	-17.00	100.0



VILLAGE OF BAYSIDE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

ADMIN SERVICES CAPITAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>CAPITAL PROJECTS</u>					
42-91000-519 GASB 45 OBLIGATIONS	.00	.00	94,189.00	94,189.00	.0
42-91000-801 CAPITAL PROJECTS	.00	.00	10,000.00	10,000.00	.0
42-91000-803 CAPITAL EQUIPMENT	.00	.00	50,000.00	50,000.00	.0
TOTAL CAPITAL PROJECTS	.00	.00	154,189.00	154,189.00	.0
TOTAL FUND EXPENDITURES	.00	.00	154,189.00	154,189.00	.0
NET REVENUE OVER EXPENDITURES	75,017.00	75,017.00	79,189.00-	-154,206.00	94.7

VILLAGE OF BAYSIDE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

ARPA FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
43-43700 ARPA GRANT FUNDS	.00	.00	226,817.00	226,817.00	.0
TOTAL SOURCE 43	.00	.00	226,817.00	226,817.00	.0
TOTAL FUND REVENUE	.00	.00	226,817.00	226,817.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	226,817.00	226,817.00	.0

VILLAGE OF BAYSIDE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

PUBLIC SAFETY COMM CAPITAL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
	<u>TAXES</u>					
46-41100	PROPERTY TAXES	22,395.00	22,395.00	22,395.00	.00	100.0
	TOTAL TAXES	22,395.00	22,395.00	22,395.00	.00	100.0
	<u>INTERGOVERNMENTAL REVENUE</u>					
46-47110	CONTRACT REVENUE	124,964.22	124,964.22	156,765.00	31,800.78	79.7
	TOTAL INTERGOVERNMENTAL REVE	124,964.22	124,964.22	156,765.00	31,800.78	79.7
	TOTAL FUND REVENUE	147,359.22	147,359.22	179,160.00	31,800.78	82.3

VILLAGE OF BAYSIDE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

PUBLIC SAFETY COMM CAPITAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>DEPARTMENT 91000</u>					
46-91000-801 CAPITAL PROJECTS	.00	.00	174,000.00	174,000.00	.0
46-91000-803 CAPITAL EQUIPMENT	.00	.00	101,000.00	101,000.00	.0
TOTAL DEPARTMENT 91000	.00	.00	275,000.00	275,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	275,000.00	275,000.00	.0
NET REVENUE OVER EXPENDITURES	147,359.22	147,359.22	95,840.00-	-243,199.22	153.8

VILLAGE OF BAYSIDE  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>LIBRARY FUND</u>					
50-47400 JOINT LIBRARY RECEIVABLES	198,238.75	198,238.75	953,032.00	754,793.25	20.8
50-47410 LIBRARY COPY FEES	28.20	28.20	5,000.00	4,971.80	.6
50-47420 LIBRARY FINES	274.58	274.58	15,000.00	14,725.42	1.8
50-47430 NET LENDER REVENUE	.00	.00	175.00	175.00	.0
50-47450 LOST BOOK REVENUE	176.63	176.63	5,000.00	4,823.37	3.5
TOTAL LIBRARY FUND	198,718.16	198,718.16	978,207.00	779,488.84	20.3
<u>OTHER INCOME</u>					
50-48200 SUNDRY OTHER INCOME	.00	.00	35,000.00	35,000.00	.0
TOTAL OTHER INCOME	.00	.00	35,000.00	35,000.00	.0
TOTAL FUND REVENUE	198,718.16	198,718.16	1,013,207.00	814,488.84	19.6

VILLAGE OF BAYSIDE  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	%
<u>GENERAL LIBRARY</u>					
50-61000-110 LIBRARY DIRECTOR SALARY	5,970.83	5,970.83	351,994.58	346,023.75	1.7
50-61000-112 SALARIES PT	7,467.86	7,467.86	253,271.42	245,803.56	3.0
50-61000-117 HEALTH INSURANCE BUYOUT	.00	.00	2,000.00	2,000.00	.0
50-61000-119 DENTAL INSURANCE BUYOUT	.00	.00	272.00	272.00	.0
50-61000-120 SALARIES-OTHER LIBRARY STAFF	16,286.91	16,286.91	.00	-16,286.91	.0
50-61000-150 WISCONSIN RETIREMENT	1,371.13	1,371.13	24,801.00	23,429.87	5.5
50-61000-151 SOCIAL SECURITY	2,176.65	2,176.65	47,211.00	45,034.35	4.6
50-61000-152 LIFE INSURANCE	27.84	27.84	100.00	72.16	27.8
50-61000-153 HEALTH INSURANCE	8,931.02	8,931.02	69,568.00	60,636.98	12.8
50-61000-154 DENTAL INSURANCE	151.00	151.00	840.00	689.00	18.0
50-61000-155 UNFUNDED LIABILITY-WRS	.00	.00	14,058.79	14,058.79	.0
50-61000-200 FACILITY MAINTENANCE & SUPPLIE	.00	.00	2,900.00	2,900.00	.0
50-61000-201 CLEANING & JANITORIAL SERVICES	.00	.00	28,800.00	28,800.00	.0
50-61000-202 HVAC MAINTENANCE	485.00	485.00	8,000.00	7,515.00	6.1
50-61000-210 CONTRACTUAL SERVICES	.00	.00	35,060.00	35,060.00	.0
50-61000-211 LEGAL COUNCIL	.00	.00	2,500.00	2,500.00	.0
50-61000-220 UTILITIES	.00	.00	34,800.00	34,800.00	.0
50-61000-221 TELECOMMUNICATIONS	.00	.00	5,580.00	5,580.00	.0
50-61000-227 SYSTEM EXPENSE	.00	.00	44,450.00	44,450.00	.0
50-61000-229 BANKING FEES	.00	.00	100.00	100.00	.0
50-61000-230 MAINTENANCE	.00	.00	7,900.00	7,900.00	.0
50-61000-240 MISC COLLECTION MATERIALS	.00	.00	4,500.00	4,500.00	.0
50-61000-241 PERIODICALS	.00	.00	7,510.00	7,510.00	.0
50-61000-242 ADULT BOOKS	.00	.00	26,500.00	26,500.00	.0
50-61000-243 JUVENILE BOOKS	.00	.00	18,000.00	18,000.00	.0
50-61000-244 DVD ADULT	.00	.00	6,500.00	6,500.00	.0
50-61000-245 DVD JUVENILE	.00	.00	3,500.00	3,500.00	.0
50-61000-246 LOST BOOKS REPLACEMENTS	.00	.00	5,000.00	5,000.00	.0
50-61000-247 ADULT PROGRAMMING	.00	.00	3,000.00	3,000.00	.0
50-61000-248 JUVENILE PROGRAMMING	.00	.00	6,000.00	6,000.00	.0
50-61000-310 SUPPLIES	.00	.00	10,900.00	10,900.00	.0
50-61000-311 POSTAGE	.00	.00	300.00	300.00	.0
50-61000-321 DUES-EDUCATIONAL	.00	.00	1,035.00	1,035.00	.0
50-61000-322 STAFF TRAINING	.00	.00	4,710.00	4,710.00	.0
50-61000-323 PROMO & ADVERTISING	.00	.00	1,372.00	1,372.00	.0
50-61000-350 EQUIPMENT REPLACEMENT	.00	.00	2,000.00	2,000.00	.0
50-61000-501 SALES TAX EXPENSE	.00	.00	500.00	500.00	.0
50-61000-510 INSURANCE AND BONDING	47.93	47.93	5,000.00	4,952.07	1.0
50-61000-535 LEASE/CONDO FEES	.00	.00	32,802.00	32,802.00	.0
50-61000-811 REFERENCE-SERIALS	834.68	834.68	.00	-834.68	.0
 TOTAL GENERAL LIBRARY	 43,750.85	 43,750.85	 1,073,335.79	 1,029,584.94	 4.1
  TOTAL FUND EXPENDITURES	  43,750.85	  43,750.85	  1,073,335.79	  1,029,584.94	  4.1
   NET REVENUE OVER EXPENDITURES	   154,967.31	   154,967.31	   60,128.79-	   -215,096.10	   257.7

# Village of Bayside Community Impact Report January 2022

## PUBLIC MEETINGS/EVENTS



2  
↑ 100%

## POLICE VISIBILITY



8,424  
↓ 19%

## DISPATCH TIME



36 secs  
↓ 28%

## GRANT \$ AWARDED



N/A  
→ 0%

## GARBAGE TONS YTD



95  
↑ 5%

## DIVERSION RATE



30%  
↓ 10%

## WEB SITE VISITS



4,201  
→ 0%

## BOND RATING



Aa

## MYBLUE CONTACTS



1  
↓ 90%

## DISPATCH CALLS



9,034  
↑ 5%

## FUND BALANCE



30%  
↑ 1%

## RECYCLING TONS YTD



40  
↓ 14%

## ACCESS BAYSIDE REQUESTS



174  
↓ 11%

## SOCIAL MEDIA REACH



31,981  
↑ 83%

## ACCREDITATION



Police  
Fire  
Dispatch

## GFOA EXCELLENCE



Since  
2008

## GFOA CAFR



Since  
2011

## ICMA CPM EXCELLENCE



Since  
2012

## TREE CITY USA



Since  
2008

## BIRD CITY USA



Since  
2010

## BUZZ OPEN RATE



67%  
↑ 15%

\*Metrics compared to 2021 YTD



**APPLICATION AND RIGHT OF PRIVILEGE  
FOR TREE ADJACENT TO PRIVATE RESIDENCE**

Applicant: LAWRENCE FRAZIN

Address: 301 W. Ravine Bay Rd  
Bayside, WI 53217

Telephone: 414-352-3189 email: LFRAZIN@wi.rr.com

Application must be accompanied by a reasonably dimensioned, accurate, and legible map.

(A) Location of right-of-way subject to Privilege: 301 W. Ravine Bay Rd  
as depicted in the attached Exhibit A ("**Privilege Area**").

(B) Reason for Privilege and Proposed Use: Maintenance of tree owned by Applicant.

(C) Nature of obstruction or excavation: Tree maintained in the Privilege Area as depicted in Exhibit B ("**Obstructions**").


(D) As consideration for the Village granting this Privilege, the Applicant will follow all applicable rules as outlined by Wisconsin State Statute 66.0425, including, but not limited to:

1. Applicant assumes primary liability for damage to persons or property resulting from this Privilege.
2. Applicant agrees to remove all Obstructions on ten (10) days notice from the Village or the State of Wisconsin.
3. Applicant waives the right to contest in any manner the validity of 66.0425 Wis. Stats. or the rent charged by the Village.
4. Applicant shall maintain comprehensive general liability insurance on the Privilege Area in an amount not less than Five Hundred Thousand Dollars (\$500,000.00).
5. All obstructions under this Privilege must be the subject of Village Board approval.

(E) As further consideration and additional rent for this Privilege, Applicant agrees to assume full responsibility for:

1. All short and long-term maintenance and restoration of Privilege Area:

- Advance notice and Village approval of maintenance or restoration that obstructs right-of-way further unless under emergency conditions.
2. All property maintenance.
- Removal of scrub growth and weeds as necessary
  - Lawn maintenance as necessary
  - Tree trimming as necessary
3. All safety (including traffic) and security measures as necessary.

Submitted and certified as to truth and accuracy:	
	
Applicant	Date
Title	
Accepted and Privilege granted.	
Village of Bayside	Date

**APPLICATION AND RIGHT OF PRIVILEGE  
FOR TREE ADJACENT TO PRIVATE RESIDENCE**

Applicant: John N. and Deborah W. Pearce Revocable Trust

Address: 850 E Bay Point Road  
Bayside, WI 53217

Telephone: 414-477-1422 email: jpearce3@wi.rr.com

Application must be accompanied by a reasonably dimensioned, accurate, and legible map.

(A) Location of right-of-way subject to Privilege: \_\_\_\_\_  
as depicted in the attached Exhibit A ("**Privilege Area**").

(B) Reason for Privilege and Proposed Use: Maintenance of tree owned by Applicant.

(C) Nature of obstruction or excavation: Tree maintained in the Privilege Area as depicted in Exhibit B ("**Obstructions**").

(D) As consideration for the Village granting this Privilege, the Applicant will follow all applicable rules as outlined by Wisconsin State Statute 66.0425, including, but not limited to:

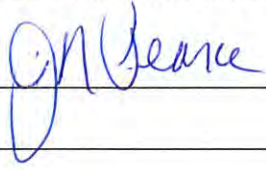
1. Applicant assumes primary liability for damage to persons or property resulting from this Privilege.
2. Applicant agrees to remove all Obstructions on ten (10) days notice from the Village or the State of Wisconsin.
3. Applicant waives the right to contest in any manner the validity of 66.0425 Wis. Stats. or the rent charged by the Village.
4. Applicant shall maintain comprehensive general liability insurance on the Privilege Area in an amount not less than Five Hundred Thousand Dollars (\$500,000.00).
5. All obstructions under this Privilege must be the subject of Village Board approval.

(E) As further consideration and additional rent for this Privilege, Applicant agrees to assume full responsibility for:

1. All short and long-term maintenance and restoration of Privilege Area:
  - Advance notice and Village approval of maintenance or restoration that obstructs right-of-way further unless under emergency conditions.

2. All property maintenance.
- Removal of scrub growth and weeds as necessary
  - Lawn maintenance as necessary
  - Tree trimming as necessary

3. All safety (including traffic) and security measures as necessary.


Submitted and certified as to truth and accuracy:	
John N. Pearce 	January 25, 2022
Applicant	Date
Title	
Accepted and Privilege granted.	
Village of Bayside	Date



# Untitled Map

Write a description for your map.

## Legend

 850 E Bay Point Rd



Google Earth

© 2022 Google

9.89 ft





Village of Bayside  
9075 N Regent Road  
Board of Trustees Meeting Minutes  
December 16, 2021

## **I. CALL TO ORDER AND ROLL CALL**

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

### **ROLL CALL**

**President:** Eido Walny  
**Trustees:** Mike Barth  
Darren Fisher  
Joshua Roling  
Dan Rosenfeld  
Bob Rudman  
Margaret Zitzer

**Also Present:** Village Manager, Andy Pederson  
Village Attorney, Chris Jaekels  
Assistant to the Village Manager, Leah Hofer  
Deputy Clerk, Amanda Gronemeyer  
Communications Center Director, Liane Scharnott  
Communications Center Deputy Director, Mandy Majors  
Police Chief, Doug Larsson  
Operations Superintendent, Shane Albers  
There was 1 person in the audience.

## **II. PLEDGE OF ALLEGIANCE**

## **III. CITIZENS AND DELEGATIONS**

None.

## **IV. CONSENT AGENDA**

### **A. Approval of:**

1. Board of Trustees meeting minutes, November 18, 2021 and December 1, 2021
2. Public Safety Committee meeting minutes, August 19, 2021.
3. Summary of Claims for November 13, 2021 through December 3, 2021 in the amount of \$61,543.42.
4. November 2021 Financial Statement.
5. November 2021 Community Impact Report.
6. Contract with BSI/Smart Spaces for Village Technology Upgrades.
7. 2022 Poll Worker Appointments.
8. North Shore Library Capital Campaign Letter of Agreement with Baker Street Consulting.

Trustee Roling requested consideration of the draft December 1, 2021 minutes for correction. He stated that the reference to September 1, 2042 was a mistake and should read September 1, 2045. Motion by Trustee Barth, seconded by Trustee Zitzer to amend the draft minutes. Motion carried unanimously by a roll call vote.

Motion by Trustee Barth, seconded by Trustee Rosenfeld, to approve the Board of Trustees meeting minutes, November 18, 2021 and December 1, 2021; Public Safety Committee meeting minutes, August 19, 2021; Summary of Claims for November 13, 2021 through December 3, 2021 in the amount of \$61,543.42; November 2021 Financial Statement; November 2021 Community Impact Report; Contract with BSI/Smart Spaces for Village Technology Upgrades; 2022 Poll Worker Appointments; North Shore Library Capital Campaign Letter of Agreement with Baker Street Consulting. Motion carried unanimously by roll call vote.

## **V. BUSINESS AGENDA**

### **A. COMMITTEE AND COMMISSION REPORTS**

#### **1. Public Safety Committee**

##### **a. Discussion/action on November 2021 Communications Center Report.**

Director Scharnott provided an overview of the November 2021 Communications Center Report noting call volume has increased as well as hang ups. Director Scharnott stated two new hires are in Phase 2 of training and will be done with training by the end of January. The Department is working on performance reviews and SMART goals for 2022.

Motion by Trustee Barth, seconded by Trustee Roling, to accept the November 2021 Communications Center Report. Motion carried unanimously.

##### **b. Discussion/action on November 2021 Police Department Report.**

Chief Larsson provided an overview of the November 2021 Police Department Report noting November was a quiet month. The Department was audited by the state, and they were not only compliant but well beyond. The Department is recruiting for a new hire. Officer Dills welcomed a new baby this month.

Motion by Trustee Barth, seconded by Trustee Roling, to accept the November 2021 Police Department Report. Motion carried unanimously.

#### **2. Finance and Administration Committee**

##### **a. Discussion/action on November 2021 Administrative Services Report.**

Assistant to the Village Manager Hofer provided an overview of the November 2021 Administrative Services Report noting the Wisconsin Department of Revenue 2021 Municipal Levy Limit Worksheet was completed and the lottery and gaming credit information was received. The tax bills for Milwaukee and Ozaukee County were calculated.

Motion by Trustee Zitler, seconded by Trustee Rudman, to accept the November 2021 Administrative Services Report. Motion carried unanimously.

#### **3. Public Works Committee**

##### **a. Discussion/action on November 2021 Department of Public Works Report.**

Operations Superintendent Albers provided an overview of the November 2021 Department of

Public Works Report noting a collection took place every week which produced 1,605 yards of leaves. The Department participated in GIS training with Lynden organization. OS Albers stated the crew is prepping for winter.

Motion by Trustee Barth, seconded by Trustee Zitzer to accept the November 2021 Department of Public Works Report. Motion carried unanimously.

**b. Discussion/action on Tennyson Drive Stormwater Management Analysis.**

Manager Pederson stated that the Public Works Committee has recommended Option 1 to the Village Board, which includes engaging Clark Dietz to perform the engineering study and proposal.

Motion by Trustee Barth, seconded by Trustee Zitzer to proceed with an engineering study of option 1 of the Stormwater Management project. Motion carried unanimously.

**4. Intergovernmental Cooperation Council**

**5. Board of Zoning Appeals**

**6. Architectural Review Committee**

**7. Plan Commission**

**8. Library Board**

**a. Discussion/action on the November 2021 Library Report.**

Trustee Zitzer provided an overview of the November 2021 Library Report noting the Library Board met on December 16, 2021 and approved the Baker Street Consulting Agreement and well as the agreement with Mann Edge Consulting to serve as owner's representative for the project. Trustee Zitzer noted the Library Board discussed holiday closings, updated job descriptions, and the hiring of an Assistant Director.

Motion by Trustee Barth, seconded by Trustee Rudman, to accept the November 2021 Library Report.

**9. North Shore Fire Department**

**10. Community Development Authority**

**VI. VILLAGE PRESIDENT'S REPORT**

President Walny noted a lot of time has been spent on library related issues including selecting Baker Street Consulting to assist with fundraising.

**VII. VILLAGE MANAGER'S REPORT**

Manager Pederson stated the Holiday Drop Off will take place from 2-5pm on December 27. Manager Pederson stated that White Oaks Apartments pulled a permit to begin their building project.

**VIII. VILLAGE ATTORNEY'S REPORT**

Attorney Jaekels stated a lawsuit was filed against the Village regarding Tax Increment District #1. The Village has been provided a courtesy copy, but nothing has been served to the Village.

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

**X. ADJOURNMENT**

Motion by Trustee Barth, seconded by Trustee Roling, to adjourn the meeting at 6:19pm. Motion carried unanimously.

Respectfully submitted,

Leah Hofer, Assistant to the Village Manager



Village of Bayside  
9075 N Regent Road  
Board of Trustees Meeting Minutes  
January 20, 2022  
Village Board Room, 6:00pm

**I. CALL TO ORDER AND ROLL CALL**

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

**ROLL CALL**

**President:** Eido Walny  
**Trustees:** Mike Barth  
Darren Fisher  
Joshua Roling  
Dan Rosenfeld  
Bob Rudman  
Margaret Zitzer

**Also Present:** Village Manager, Andy Pederson  
Village Attorney, Chris Jaekels  
Director of Administrative Services, Rachel Safstrom  
Deputy Clerk, Amanda Gronemeyer  
Communications Center Director, Liane Scharnott  
Communications Center Deputy Director, Mandy Majors  
Police Chief, Doug Larsson  
Public Works Operations Superintendent, Shane Albers

**II. PLEDGE OF ALLEGIANCE**

**III. CITIZENS AND DELEGATIONS**

None

**IV. CONSENT AGENDA**

**A. Approval of:**

1. Summary of Claims for December 4, 2021 through January 14, 2022 in the amount of \$1,545,311.72.
2. December 2021 Preliminary Financial Statement.
3. Board of Trustees meeting minutes, December 16, 2021
4. December 2021 Community Impact Report.
5. Appointment of Rachel Safstrom as Village Clerk pursuant to Article III, Division 3, Section 102-8 and Village Treasurer pursuant to Article III, Division 4, Section 2-131 of the Municipal Code.
6. Right-of-way License Agreement with 9138 N Tennyson Drive.
7. Resolution 22-01, A Resolution to amend the 2021 Budget to reflect changes in revenues and expenditures.

Motion by Trustee Zitzer, seconded by Trustee Rolling, to approve Summary of Claims for December 4, 2021 through January 14, 2022; December 2021 Preliminary Financial Statement; Board of Trustees meeting minutes, December 16 2021; December 2021 Community Impact Report; Appointment of Rachel Safstrom as Village Clerk and Village Treasurer; Right of Way

License Agreement with 9138 N Tennyson Drive; Resolution 22-01, A Resolution to amend the 2021 Budget. Motion carried unanimously by roll call vote.

**V. BUSINESS AGENDA**

**A. COMMITTEE AND COMMISSION REPORTS**

**1. Public Safety Committee**

**a. Discussion/action on December 2021 Communications Center Report.**

Director Scharnott provided an overview of the December 2021 Communications Center Report providing a brief explanation of the Code Red Mass Notification Software and noting that call volume has increased. Director Scharnott stated that four new staff have been hired and are working on completing their training.

Motion by Trustee Barth, seconded by Trustee Fisher, to accept the December 2021 Communications Center Report. Motion carried unanimously.

**b. Discussion/action on December 2021 Police Department Report.**

Chief Larson provided an overview of the December 2021 Police Department Report noting they are interviewing for Lieutenant Miller's replacement and that there is one candidate of particular interest who will start in early February. Chief Larson noted that what appeared to be a drop in citations was simply due to an inaccuracy in the reporting process with Glendale Municipal Court.

Motion by Trustee Barth, seconded by Trustee Fisher, to accept the December 2021 Police Department Report. Motion carried unanimously.

**2. Finance and Administration Committee**

**a. Discussion/action on 2022 Beer Garden Series.**

Village Manager Pederson provided an overview of the 2022 Beer Garden Series noting that the Village is again partnering with 1840 Brewing Company to host a Winter Beer Garden at Mount Bayside. The first date of the series will be Sunday, February 6 from 12-4pm.

Motion by Trustee Fisher, seconded by Trustee Zitzer, to accept the 2022 Beer Garden Series. Motion carried unanimously.

**b. Discussion/action on 2022 Adopt-A-Tree Program.**

Operations Superintendent Albers provided an overview of the 2022 Adopt A Tree Program stating that tree prices have increased, and availability is limited. All of the trees are locally sourced. The trees planned for the right of way will be planted and mulched by the village, while those ordered privately will be delivered and the responsibility of the resident to plant on their property.

Trustee Barth inquired about the trimming of trees in the right of way. Village Attorney Jaekels noted that neighboring residents can trim trees in the right of way so long as the tree's health is not jeopardized by the pruning.

Motion by Trustee Fisher, seconded by Trustee Zitzer, to accept the 2022 Adopt A Tree Program.



Motion carried unanimously.

**3. Public Works Committee**

**a. Discussion/action on December 2021 Department of Public Works Report.**

Operations Superintendent Albers provided an overview of the December 2021 Department of Public Works Report stating that despite the number of storms in 2021, the tub grinder processed the yard waste on time and within budget. Operations Superintendent Albers noted that during the month of December sewer jetting on 26,000 feet of sewer line was completed. Demolition of Ellsworth Park playground equipment was completed, and the new park equipment has been received and is scheduled to be installed in May 2022.

Motion by Trustee Barth, seconded by Trustee Fisher, to accept the December 2021 Department of Public Works Report. Motion carried unanimously.

**b. Discussion/action on Tennyson Drive Stormwater Management Engineering Services Proposal.**

Mgr. Pederson provided an overview of the Tennyson Drive Stormwater Management Engineering Services Proposal from Clark Dietz stating that the final project plans & specifications for the stormwater lift station are anticipated to be completed by July 2022.

Motion by Trustee Barth, seconded by Trustee Zitzer to accept the Tennyson Drive Stormwater Management Engineering Services Proposal. Motion carried unanimously.

**4. Intergovernmental Cooperation Council**

**5. Board of Zoning Appeals**

**6. Architectural Review Committee**

**7. Plan Commission**

**8. Library Board**

**a. Discussion/action on December 2021 Library Report.**

Trustee Zitzer stated that there was no December 2021 Library Report, Library Director Annie Bahringer's resignation was accepted in December, and Susan Draeger-Anderson was hired as the Interim Library Director. Interim Director Anderson hopes to focus on completing the 2022 budget and improving employee morale at the Library. Trustee Zitzer noted that the library was closed the first week in January due to COVID and staffing shortages.

**9. North Shore Fire Department**

**10. Community Development Authority**

**VI. VILLAGE PRESIDENT'S REPORT**

President Walny noted that he has been spending a lot of time meeting with Library

representatives to discuss fundraising opportunities.

#### **VII. VILLAGE MANAGER'S REPORT**

Manager Pederson noted that the Village is in the midst of a transition between retiring Director of Administrative Services Lynn Galyardt and newly hired Director of Administrative Services Rachel Safstrom. Manager Pederson stated that 201 Ash trees received yellow tags and are in the process of being removed. Manager Pederson noted that in the upcoming week the Department of Public Works will focus on preparing the Village Board Room and Village Hall for minor wall repairs, painting and carpeting in late February or early March of 2022.

#### **VIII. VILLAGE ATTORNEY'S REPORT**

Attorney Jaekels gave an update on the document retention ordinance with the State Historical Society.

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

Trustee Barth noted Manager Pederson's 17-year anniversary with the Village.

#### **IX. MOTION TO ADJOURN TO CLOSED SESSION**

Motion by Trustee Barth, seconded by Trustee Rudman, to adjourn to closed session at 6:24pm. Motion carried unanimously by roll call vote.

#### **X. MOTION TO RECONVENE IN OPEN SESSION**

Motion by Trustee Barth, seconded by Trustee Fisher, to reconvene in open session at 6:40pm. Motion carried unanimously.

#### **XI. MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY PROPERLY BE BROUGHT BEFORE THE BOARD**

Trustee Barth provided a summary of the Village Manager's 2021 performance evaluation.

#### **X. ADJOURNMENT**

Motion by Trustee Zitser, seconded by Trustee Roling, to adjourn the meeting at 6:44pm. Motion carried unanimously.

Respectfully submitted,

Amanda Gronemeyer, Deputy Clerk

**STATE OF WISCONSIN  
MILWAUKEE AND OZAUKEE COUNTIES  
VILLAGE OF BAYSIDE**

**RESOLUTION NO: 22-\_\_\_\_**

**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, Eido M. Walny, Village President and the Village Board of Trustees designates April 29, 2022 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 seventeenth day of February, 2022.

VILLAGE OF BAYSIDE

\_\_\_\_\_  
Eido M. Walny, Village President

\_\_\_\_\_  
Rachel A. Safstrom, Administrative Services  
Director

**STATE OF WISCONSIN  
MILWAUKEE AND OZAUKEE COUNTIES  
VILLAGE OF BAYSIDE**

**RESOLUTION NO: 22-\_\_**

**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 Eido M. Walny, the Village of Bayside and the Village Board of Trustees designate May 14, 2022 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 seventeenth day of February, 2022.

VILLAGE OF BAYSIDE

---

Eido M. Walny, Village President

---

Rachel A. Safstrom, Administrative Services  
Director

**STATE OF WISCONSIN  
MILWAUKEE AND OZAUKEE COUNTIES  
VILLAGE OF BAYSIDE**

**RESOLUTION NO: 22-\_\_\_\_**

**A Resolution to Encourage Bayside Residents to Support the Monarch Butterfly  
Population within the Village of Bayside**

---

**WHEREAS**, the monarch butterfly is a North American butterfly species whose multigenerational migration and metamorphosis from caterpillar to butterfly has captured the imagination of millions; and,

**WHEREAS**, the monarch butterfly provides a valuable contribution to the environment through the pollination of cultivated flowers and crops, and serves as an indicator species for the ecological health of large geographic areas; and,

**WHEREAS**, over the last 20 years, the monarch butterfly population in the United States has diminished in part because of a lack of protective habitat; and,

**WHEREAS**, municipalities, townships, counties and their inhabitants have a critical role to play to help save the monarch butterfly, and the Village of Bayside will play a leadership role by promoting and developing Monarch habitat; and,

**WHEREAS**, the residents of the Village of Bayside can help to preserve the monarch butterfly population by planting milkweed and nectar plants to provide nourishment and a habitat for the monarch butterfly; and,

**WHEREAS**, Monarch City USA, a nonprofit Washington State corporation organized in 2015 is dedicated to helping the monarch butterfly recover city by city by enrolling municipalities across the country as supporters of the monarch butterfly and promoting of the planting of milkweed and nectar plants.

**THEREFORE, BE IT RESOLVED** that, Eido M. Walny, Village President and the Village Board of Trustees designates May 7, 2022 to observe National Start Seeing Monarchs Day in the Village of Bayside and encourage citizens to support efforts to plant and maintain butterfly habitat now and in the future.

**PASSED AND ADOPTED** by the Village Board of Trustees of the Village of Bayside this seventeenth day of February, 2022.

VILLAGE OF BAYSIDE

---

Eido M. Walny, Village President

---

Rachel A. Safstrom, Administrative Services  
Director



**STATE OF WISCONSIN  
MILWAUKEE AND OZAUKEE COUNTIES  
VILLAGE OF BAYSIDE**

**RESOLUTION NO: 22-\_\_**

**A Resolution Authorizing the Village of Bayside to file  
the Transportation Alternatives Program (TAP) Grant**

---

**WHEREAS**, the Village of Bayside is interested in obtaining a grant from Wisconsin Department of Transportation for the purpose of funding advanced warning electronic crosswalk systems; and

**WHEREAS**, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and

**WHEREAS**, the applicant requests a grant agreement to carry out the project;

**THEREFORE, BE IT RESOLVED**, the Village of Bayside will comply with all local, state, and federal rules, regulations and ordinances relating to this project;

**BE IT FURTHER RESOLVED**, the Village of Bayside will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers the Village Manager, its employee, to act on its behalf to:

1. Sign and submit the grant application
2. Sign a grant agreement between applicant and the WisDOT
3. Submit interim and/or final reports to the WisDOT to satisfy the grant agreement
4. Sign and submit other required documentation

**PASSED AND ADOPTED** by the Village Board of Trustees of the Village of Bayside this seventeenth day of February, 2022.

VILLAGE OF BAYSIDE

\_\_\_\_\_  
Eido M. Walny, Village President

\_\_\_\_\_  
Rachel A. Safstrom, Administrative Services  
Director

**STATE OF WISCONSIN  
MILWAUKEE AND OZAUKEE COUNTIES  
VILLAGE OF BAYSIDE**

**RESOLUTION NO: 22-\_\_**

**A Resolution Authorizing the Village of Bayside to file  
the Urban Forestry Grant Application**

---

**WHEREAS**, the Village of Bayside is interested in obtaining a cost-share grant from Wisconsin Department of Natural Resources for the purpose of funding urban and community forestry projects or urban forestry catastrophic storm projects specified in s. 23.097(1g) and (1r), Wis. Stats.; and

**WHEREAS**, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and

**WHEREAS**, the applicant requests a grant agreement to carry out the project;

**THEREFORE, BE IT RESOLVED**, the Village of Bayside will comply with all local, state, and federal rules, regulations and ordinances relating to this project and the cost-share agreement;

**BE IT FURTHER RESOLVED**, the Village of Bayside will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers the Village Manager, its employee, to act on its behalf to:

1. Sign and submit the grant application
2. Sign a grant agreement between applicant and the DNR
3. Submit interim and/or final reports to the DNR to satisfy the grant agreement
4. Submit grant reimbursement request to the DNR
5. Sign and submit other required documentation

**PASSED AND ADOPTED** by the Village Board of Trustees of the Village of Bayside this seventeenth day of February, 2022.

VILLAGE OF BAYSIDE

---

Eido M. Walny, Village President

---

Rachel A. Safstrom, Administrative Services  
Director



# Bayside Communications Center

## January 2022

### Highlights / Accomplishments

- BCC Supervisors toured the Wauwatosa Dispatch Center to observe Emergency Medical Dispatching (EMD) in action.
- BCC Deputy Director Majors scheduled participant interviews for the Strategic Plan with Kraly Solutions.
- Dispatchers cleaned and prepped the existing breakroom space in anticipation for the upcoming remodel.
- BCC Supervisor Reed held a "Fire Refresher" Training for Dispatchers on NSFD protocol.

#### PHONE CALLS



#### 911 CALLS



#### CALL REVIEWS



#### POLICE CALLS



#### FIRE CALLS



#### ALS CALLS



#### REQUEST FOR POLICE



#### TRAFFIC STOPS



#### 911 HANG UPS



#### ANSWER TIME



#### DISPATCH TIME



#### ACCREDITATION



\*Metrics compared to 2021 YTD



# BAYSIDE COMMUNICATIONS CENTER



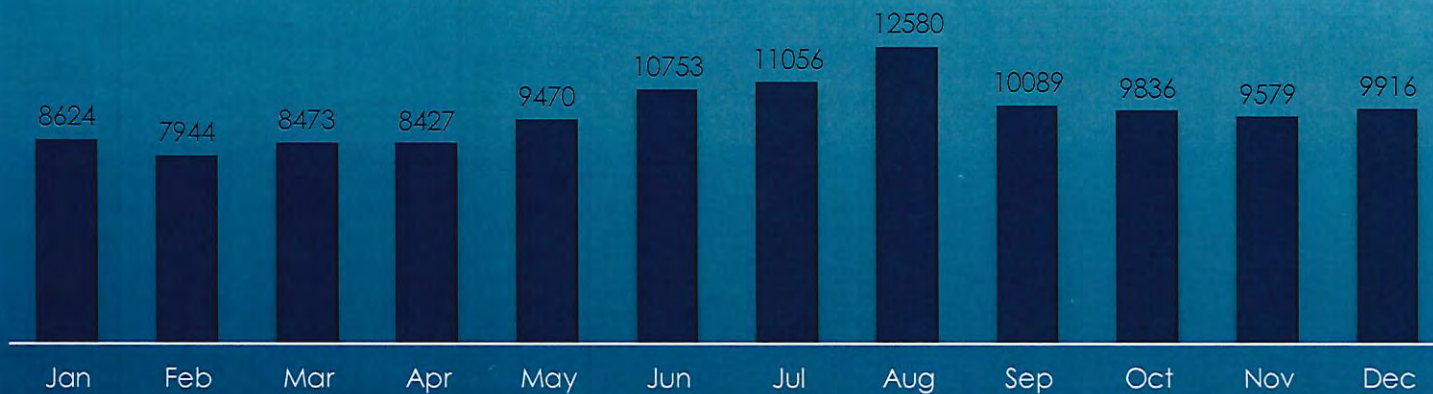


## 2021 Stats

- ▶ Staffed 24/7
- ▶ 19 telecommunicators/3-4 per shift
- ▶ 116,747 Phone calls processed
  - ▶ 28,913 911 calls
- ▶ 76,977 Calls for service dispatched
  - ▶ 8.8 calls dispatched per hour



### 911 & non-emergency calls by month

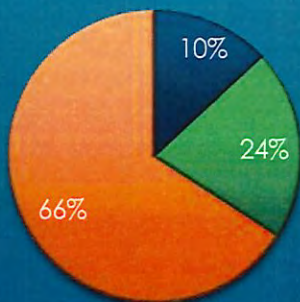






- ▶ Text to 911 implementation
- ▶ IT Director, Rich Foscato expanding technology services
- ▶ Installation of Intrado NG 911 Phone System
- ▶ BCC completed training in
  - ▶ Active Shooter refresher
  - ▶ Code Red Mass Notification system
  - ▶ Fire Department Response to large scale incidents

### Training Totals



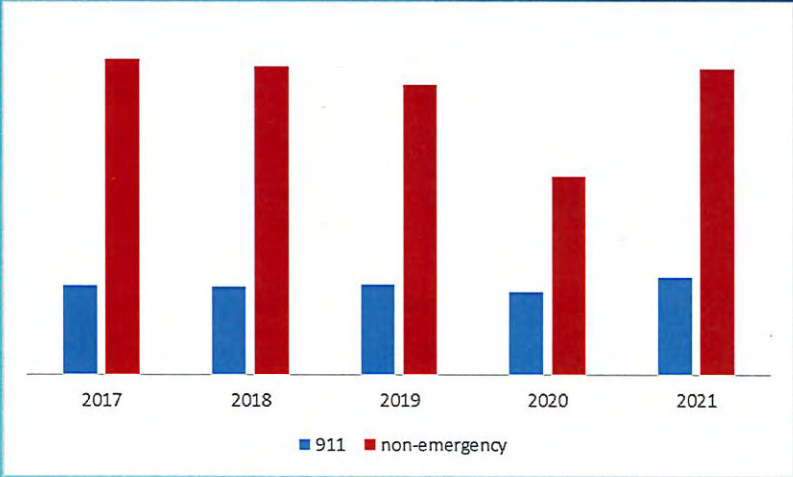
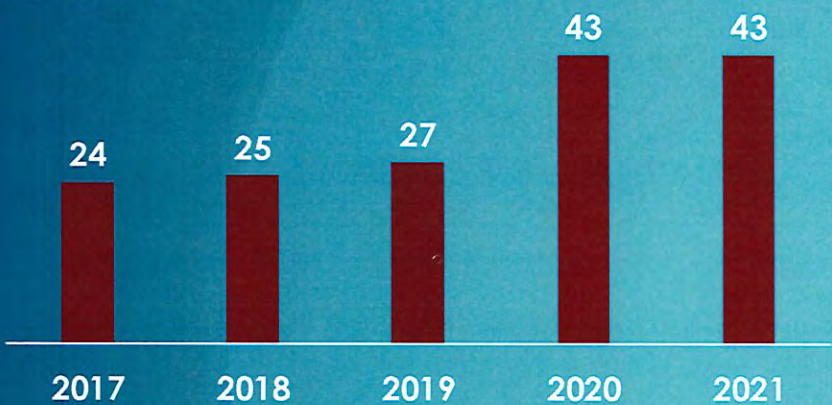
■ Monthly ■ Online ■ Onsite

## 2021 HIGHLIGHTS





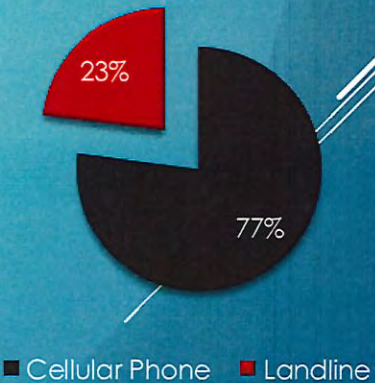
Call Processing Time



# DISPATCHED CALLS

Bayside communications center is a PSAP (public safety answering point), responsible for answering calls to an emergency number for police, fire, and EMS.

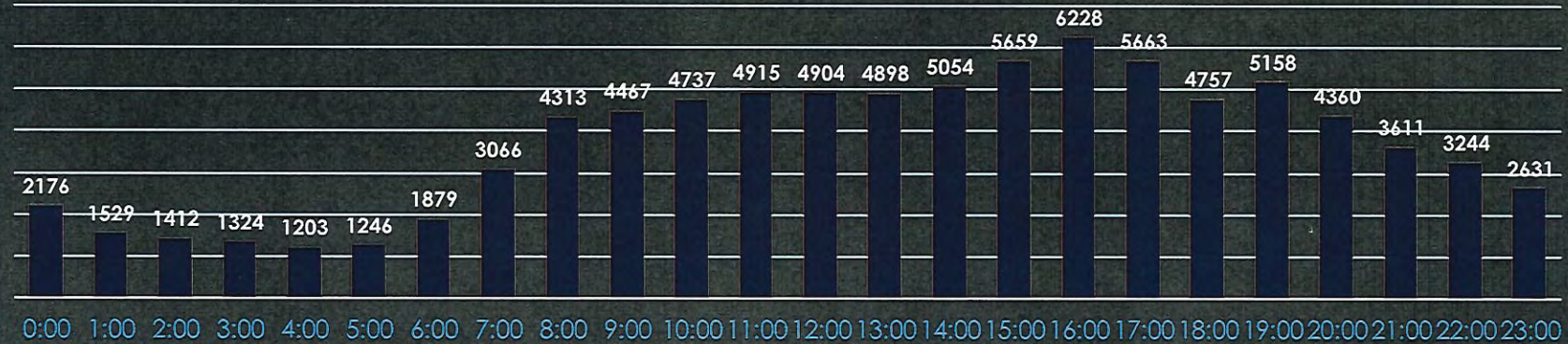
911 calls





## Dispatch 2021 Statistics

### Calls by Hour of the Day

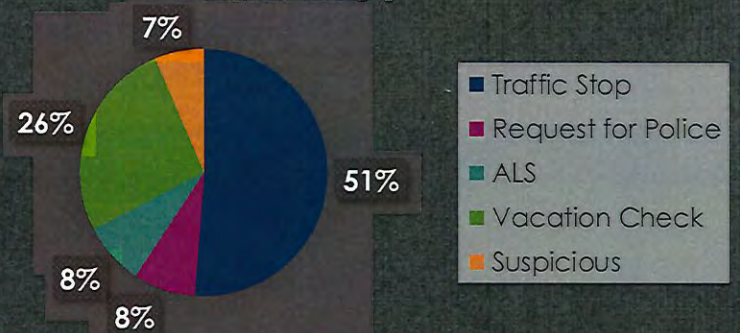


### 2021 Calls for Service



■ Bayside    ■ River Hills    ■ Fox Point    ■ Whitefish Bay  
 ■ Shorewood    ■ Glendale    ■ Brown Deer    ■ North Shore Fire

### 2021 Most Dispatched Call Types



■ Traffic Stop  
 ■ Request for Police  
 ■ ALS  
 ■ Vacation Check  
 ■ Suspicious





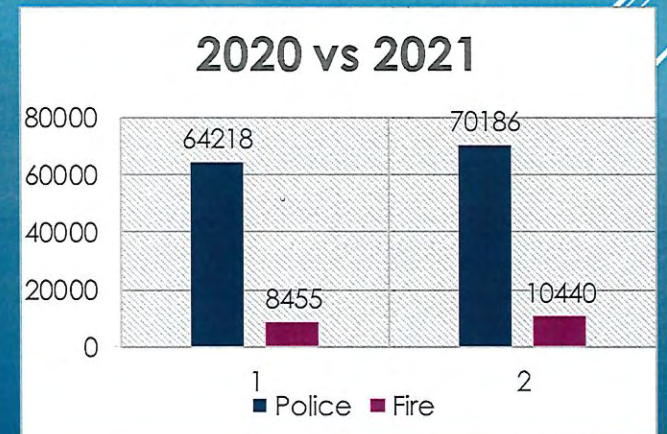
911 Calls ↑ 21%

Non-Emergency Calls ↑ 58%



Police Calls for service ↑ 7%

Fire Calls for service ↑ 23%





- ▶ Develop 5 -year strategic plan to be introduced to staff and communities supporting center goals
- ▶ Enhanced community outreach at area businesses
- ▶ Quarterly training implementation in center on NSFD responses and monthly training on police related concerns
- ▶ Implementation of Emergency Medical Dispatching in North Shore



## 2022 GOALS





## Information technology vision, mission and strategy

Our vision is to enhance sustainability, supportability, simplification and standardization in partnership with stakeholders.

Our mission is to assist in introducing technological change that enhances governmental services and overall business continuity.

Our strategy for the north shore information technology collaboration is to focus the enterprise upon modernizing core technologies and information technology services.

Proudly Serving: Bayside, Shorewood, Glendale, North Shore Fire & Rescue and the North Shore



### **Bayside Communications Center**

- ▶ Phase II Text-2-911 enabled and deployed
- ▶ Implemented escorted access for vendors to public safety systems
- ▶ Upgraded all virtual hosts and deployed new Gen10 hardware

### **Bayside**

- ▶ Deployed multi-factor entry for jail certification
- ▶ Upgrade external web hosting security for property tax software
- ▶ Deployed new cloud-based camera and door control system

### **North Shore Fire & Rescue**

- ▶ Set up ISONAS door control system at all fire stations
- ▶ Updated and patched firewall
- ▶ Configured and deployed spare and reserve fire rig computers

### **Glendale**

- Upgraded all production servers
- Stabilized new squad/body camera system for PD
- Moved BCC Gen9 host to Glendale for disaster recovery

### **Shorewood**

- Migrated Shorewood to O365
- Deployed new backup solution
- Rebuilt and updated Aruba WiFi platform

### **North Shore Technology Services**

- Established North Shore IT Steering Committee
- Set up PhishER for KnowBe4 for PAB reporting
- Deployed new cloud-based phone solution for North Shore Library

# ACCOMPLISHMENTS-2021





### Highlights / Accomplishments

- Officer Klawitter has been awarded a "tuition and lodging" scholarship to the International Law Enforcement Education and Training Association (ILEETA) annual meeting on March 14-19. The conference will feature more than 150 "train the trainer" courses including certifications as well as the ILEETA Expo featuring more than 120 vendors of the latest in law enforcement technology, products, and services. The conference is in St. Louis.
- A snapshot of 2021 activity indicates an increase in calls for service and reports written as well as an increase in field inquiries of suspicious persons, building checks, false alarms, myBlue contacts, code enforcement, and training. Prescription drugs turned in increased by 25%. A decrease in traffic stops occurred even though citation totals were up in 2021 over 2020. Crime rates fell by 1% overall, although property crimes increased in 2021.
- Police Officers may be deployed in grant-funded traffic enforcement up to 18 times in February, depending on available personnel. In December, the enforcement programs yielded 41 traffic stops, 31 warnings, 18 citations and 4 arrests (3 warrants and 1 misdemeanor).
- One candidate was advanced to a background check and written assessment (not a psychological exam). If he passes, a conditional offer of employment is planned once the Chief meets with the Village Manager.

#### REPORTS WRITTEN



#### CALLS FOR SERVICE



#### ASSIST AGENCIES



#### TRAFFIC STOPS



#### CITATIONS



#### WARNINGS



#### MILES PATROLLED



#### CRIME PREVENTION



#### ARRESTS



#### CODES ENFORCED



#### ORDINANCES



#### ACCREDITATION



\*Metric compared to 2021 YTD





# Bayside Police Department 2021 Annual Report

DOUGLAS LARSSON, CHIEF OF POLICE

# Police Department

## Mission – Vision - Values - Promise

- Mission: To protect life and property; to reduce the fear of crime; to enhance the quality of life.
- Vision: For the Village to be an oasis of peace and security in the decade to come.
- Values: To respect people; to do the right thing; to be excellent.

### Our Promise

We promise to serve all persons within our community equally and with vigor. Our service is rooted in professionalism, respect, courtesy, integrity, dignity, and accountability. We are men and women of character and compassion. We value ethical behavior, competency, and a strong work ethic among our members. We are proud to serve the Village of Bayside and the citizens who live, work, and play here.



# Bayside Police Department 2021 Staffing



Chief Doug Larsson



Karen Frailing

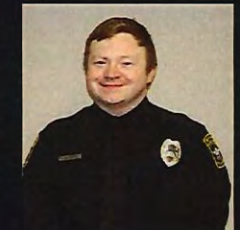
Lt. TDB  
Chris Janssen  
Gina Kleeba  
Mike Klawitter



Lt. Cory Fuller  
Sarah Kadulski  
Veronika Metanova  
James Dills

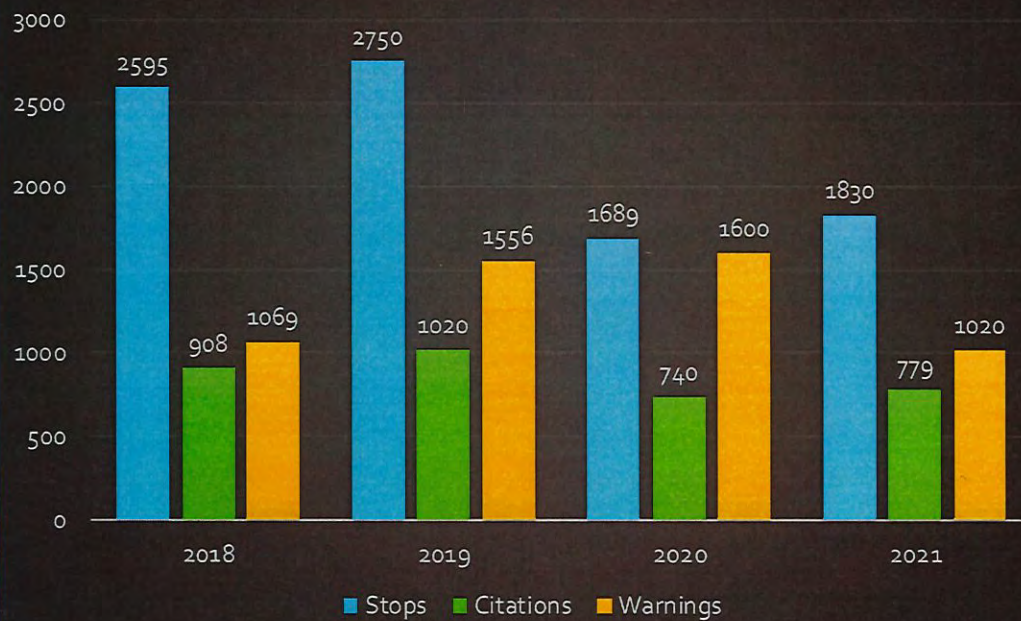


Lt. Paul Picciolo  
Ryan Bowe  
David Bunting  
Randy Santarelli

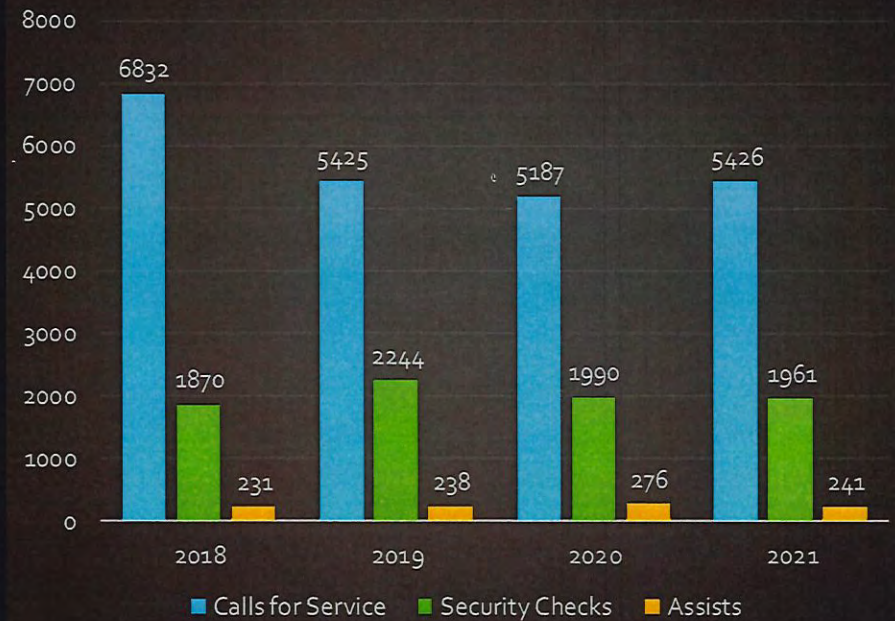


# Service Results

## Traffic Stops



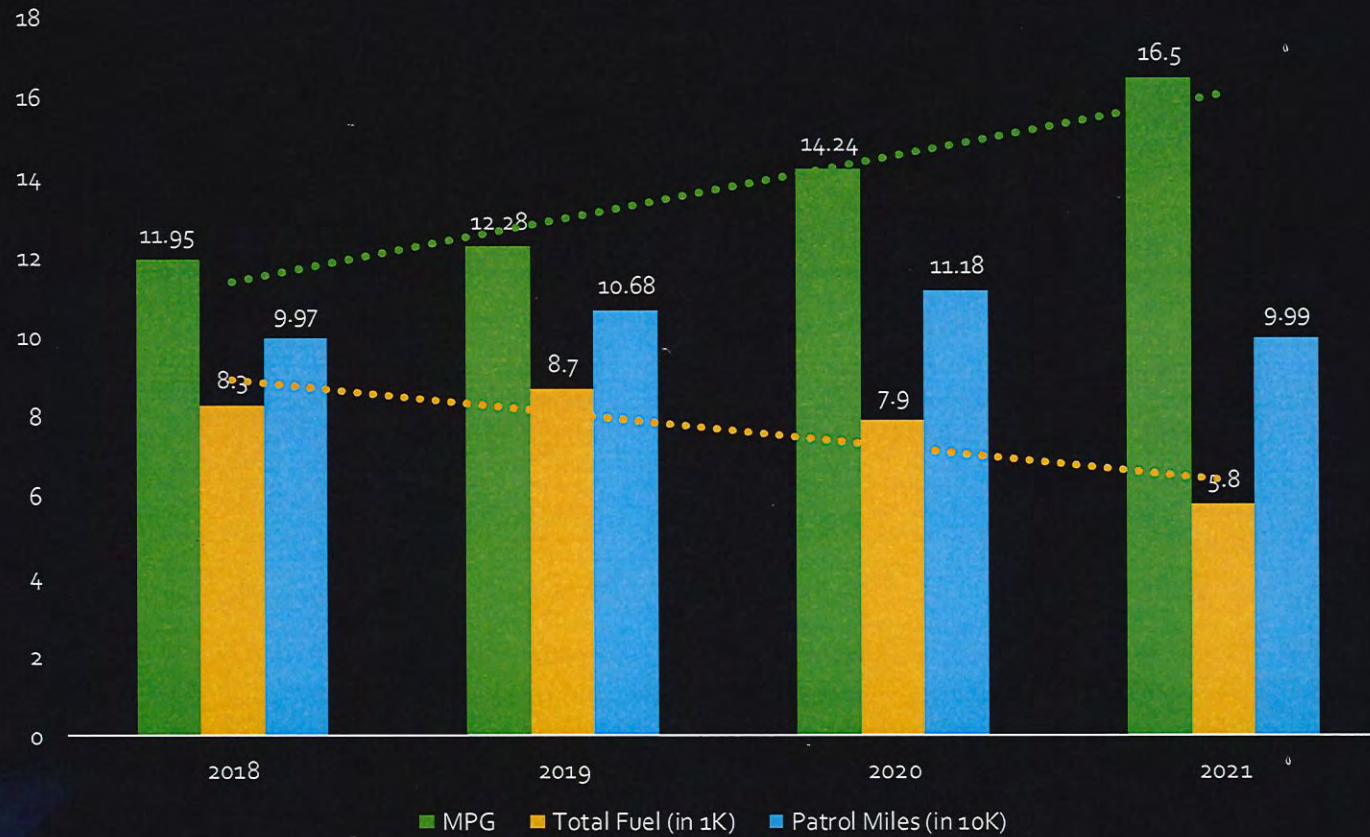
## Services and Assists





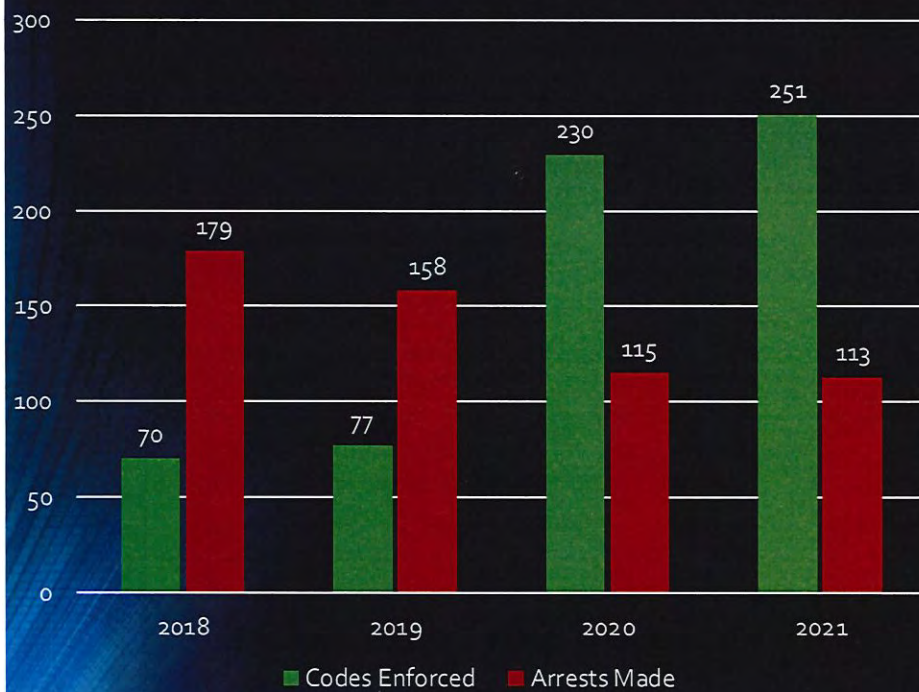
# Fuel and Mileage Report

(Hybrid Usage began in July)

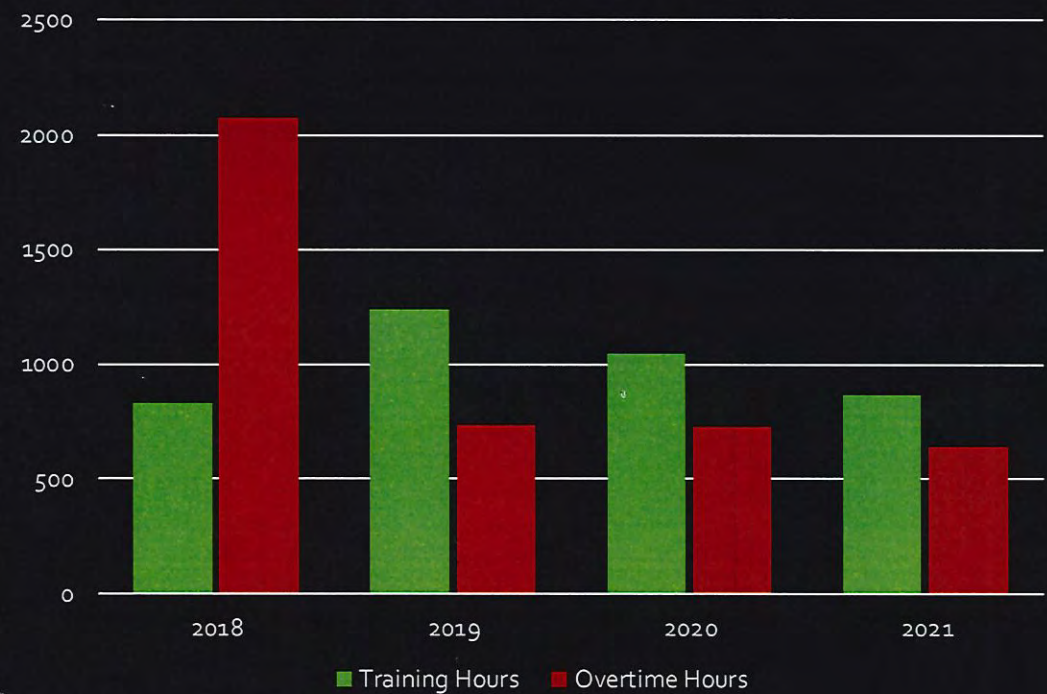


# Crime and Enforcement

## Code Enforcement & Arrests Made

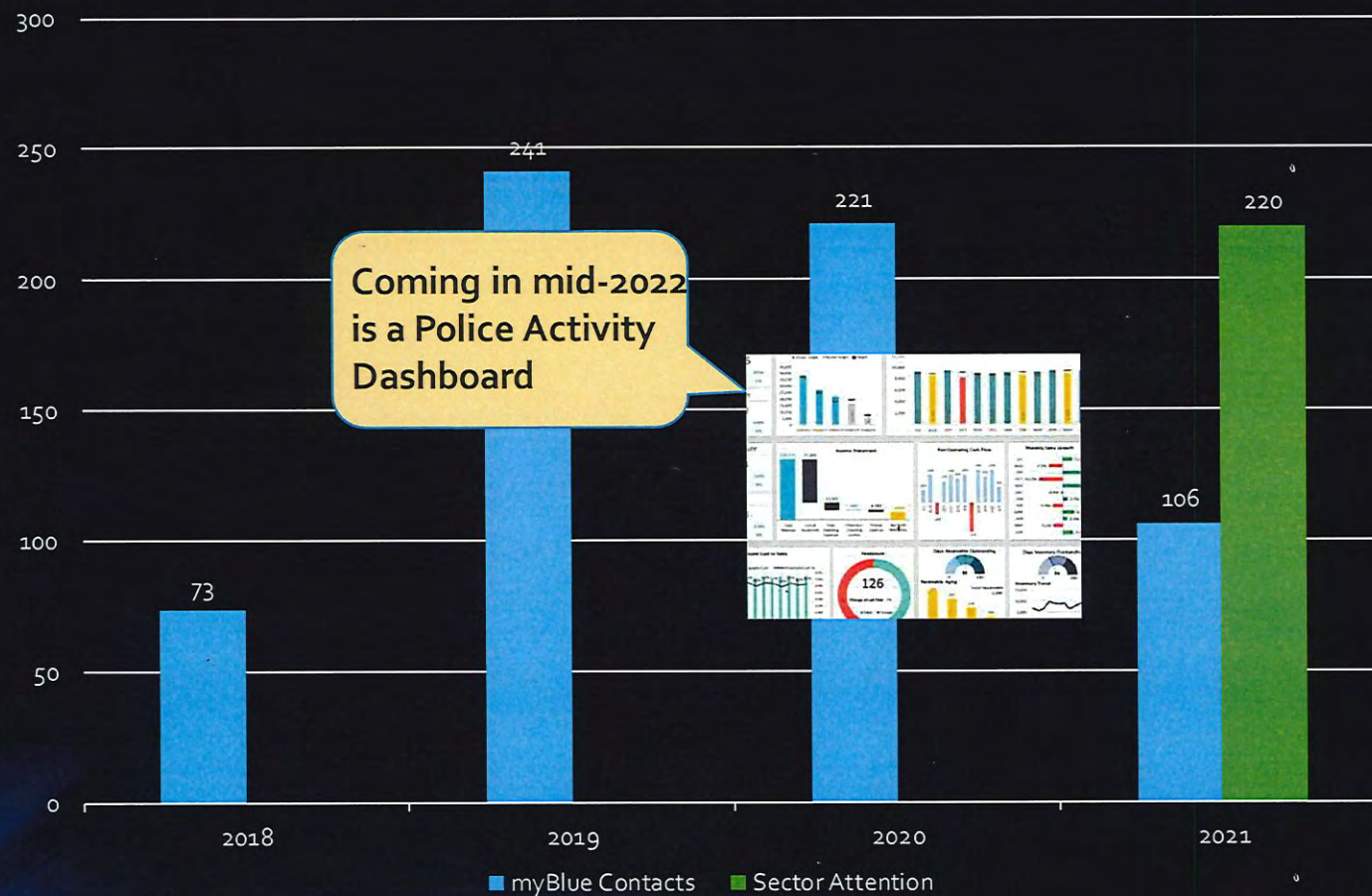


## Training & Overtime Hours



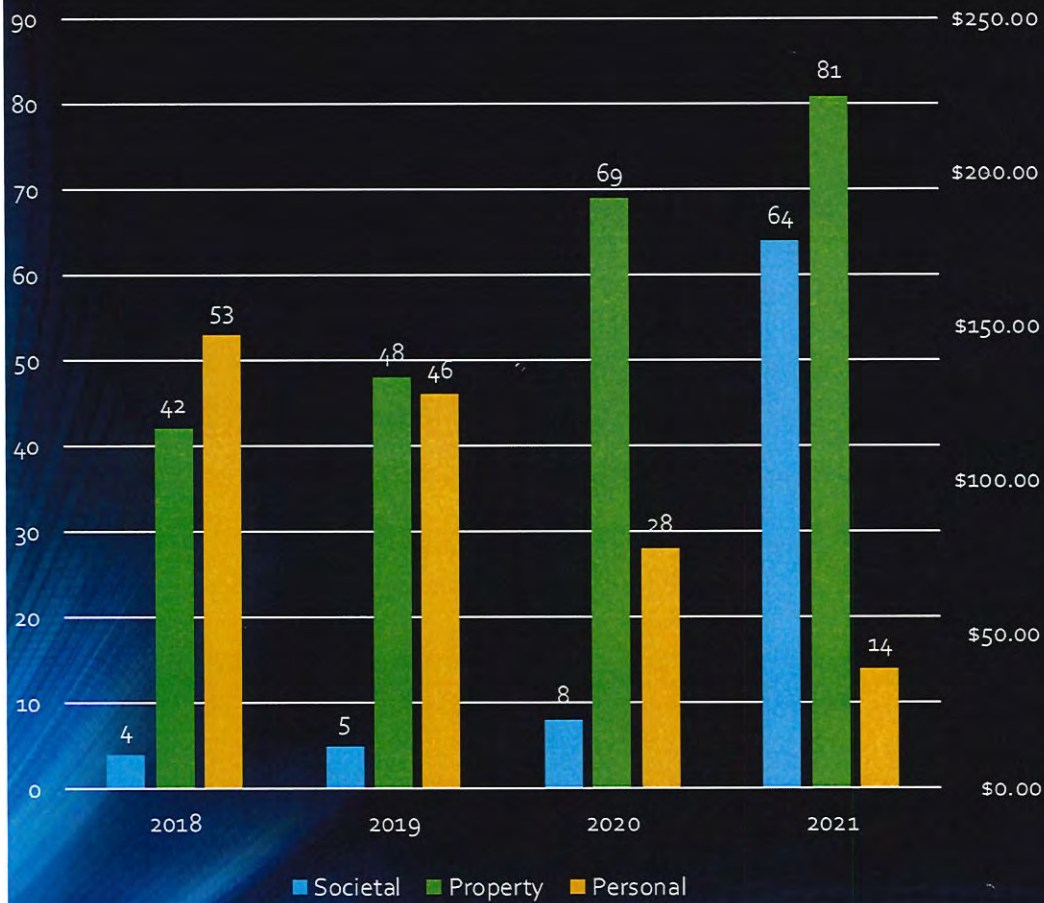


# myBlue Contacts and Sector Attention

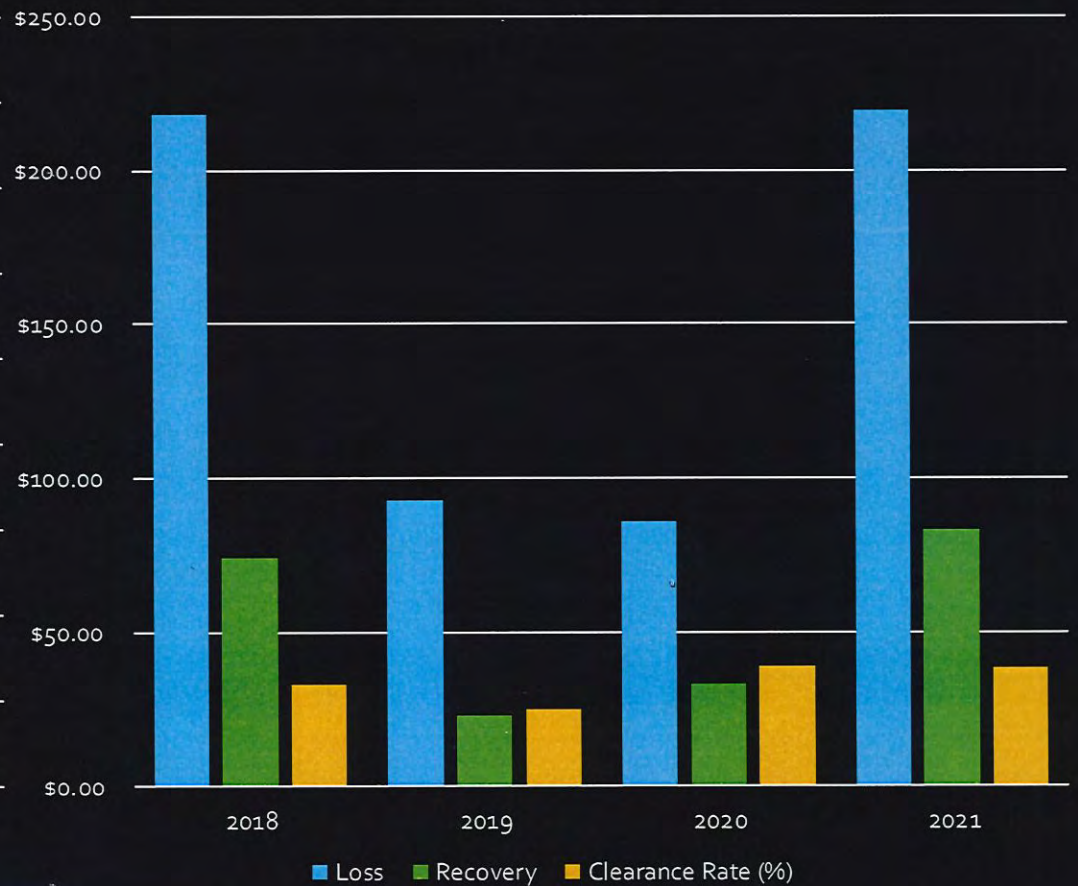


# Crime Types & Loss / Recovery

## Crimes



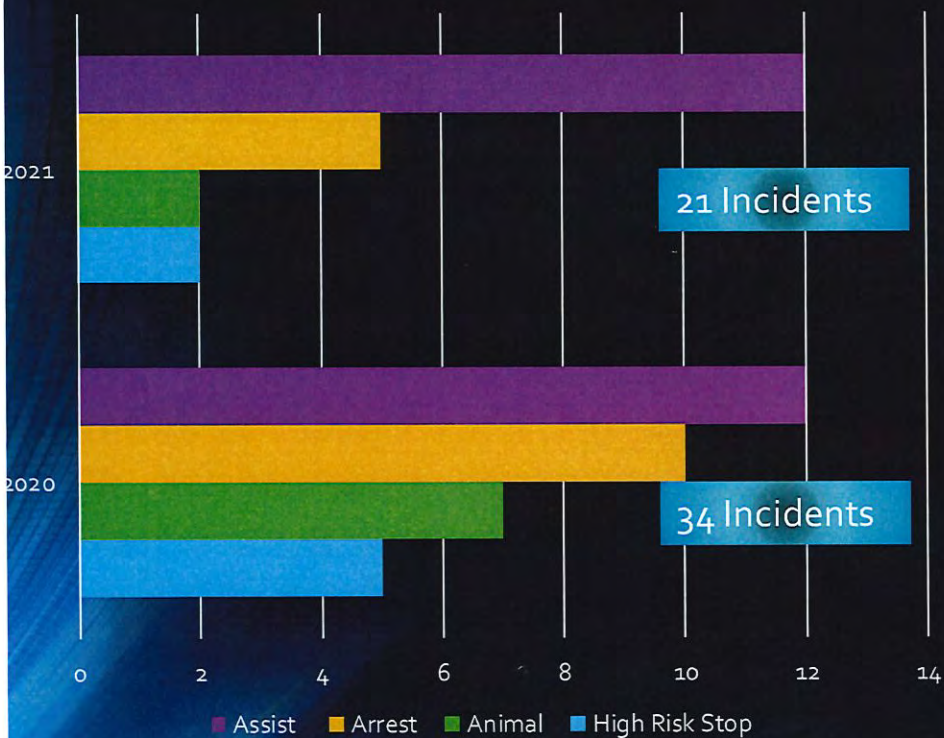
## Property Loss / Recovery



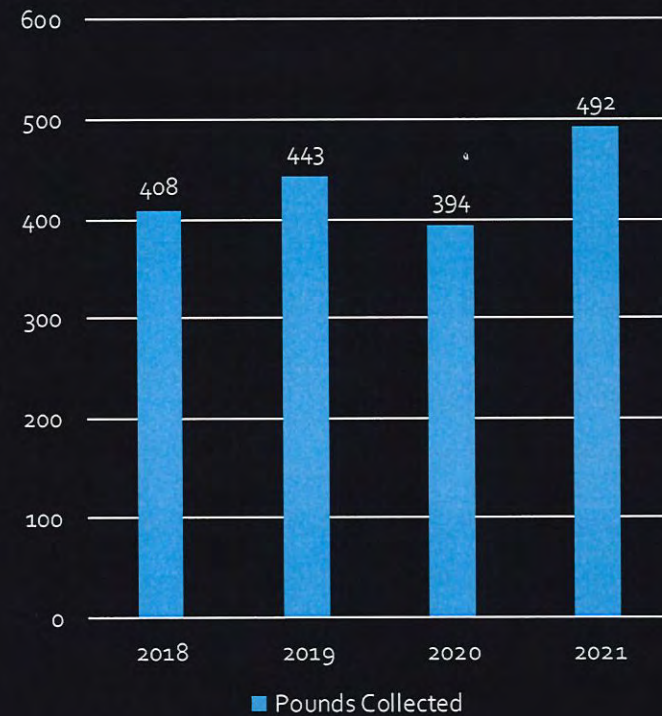


# Use of Force & Prescription Drugs Surrendered

## Use of Force Incidents



## Prescription Drugs Collected



# Summary of Changes in Service Delivery

- CALLS FOR SERVICE + 4%
- MEDICATION COLLECTION + 25%
- PERSONS CITED + 5%
- TRAFFIC STOPS + 8%
- MYBLUE CONTACTS + 46%
- CODE ENFORCEMENT + 9%
- ARRESTS +/- 0%
- VEHICLE CRASHES +/- 0%
- PATROL MILES - 10%
- FUEL CONSUMPTION - 26% (EST)
- FUEL ECONOMY + 15% (EST)
- USE OF FORCE - 61%
- PROPERTY CRIMES + 17%
- PERSONS WARNED - 36%
- CRIME AGST SOCIETY + 26.5<sup>2</sup>%
- PERSONAL CRIMES - 50%



# 2021 Successes

- SUCCESSOR CONTRACT WAS APPROVED BETWEEN UNION AND VILLAGE
- OFFICERS WERE TRAINED IN RACIAL INTELLIGENCE AND PEER SUPPORT
- A HYBRID POLICE CAR WAS INTRODUCED TO THE FLEET
- DEPARTMENT WAS RE-ACCREDITED BY STATE OF WISCONSIN
- VEHICLE ENTRIES WERE KEPT AT A NEAR-ZERO
- MYBLUE NIGHT OUT AND VILLAGE PICNIC RETURNED
- PERFORMANCE APPRAISAL SYSTEM ENHANCED
- PD AND DPW COLLABORATED TO INSTALL MOVABLE RADAR DEVICES
- MEDIATION AND CRIME PREVENTION INSPECTION WAS INTRODUCED
- TWO OFFICERS WERE TRAINED AS SCHOOL RESOURCE OFFICERS
- DEPARTMENT PASSED SEVERAL AUDITS






## 2022 Focus and Emphasis

- Facility security
- Succession Planning
- Hyper-accreditation
- Identify community leaders for myBlue program
- Sector analysis of calls, crimes, and police metrics (dashboard)
- Expand mediation program
- Implement roll call training for officers
- Code enforcement



















## Highlights / Accomplishments

- The December tax settlements for both Counties were calculated, and the wire transfers were submitted to the bank.
- The 4th quarter sewer and stormwater billing invoices in the amount of \$62,846.49 were calculated and mailed out.
- Staff worked with both Milwaukee County to prepare the February 15, 2022 Spring Primary ballots.

	GENERAL FUND	SANITARY SEWER	STORM WATER	DISPATCH CENTER	NORTH SHORE LIBRARY
R E V					
E X P	22%/9%	100%/47%	142%/82%	100%/75%	97%/69%

## PERCENTAGE OF 2022 BUDGET SPENT

 GENERAL GOV64NMENT 7.6%	 MUNI COURT 0%	 POLICE 5.4%	 PUBLIC WORKS 4.3%	 LIBRARY 0%	 SANITA3.8Y SEWER 5.9%
 HEALTH 0%	 FIRE 25.3%	 BUILDING INSP. 0%	 PARKS 6.2%	 DISPATCH 1.9%	 STORMWATER 3.3%
 GRANTS N/A	 WORK COMP MOD .74 ↓ 24%	 BUILDING PERMITS 69 ↑ 13%	 PROPERTY STATUS 10 ↑ 233%		

\*Metrics compared to 2021 YTD



# **2021 State of the Village**

**Village of Bayside**





## Residents, Board of Trustees, & Village Staff:

The past two years have taught us many things about who we are as people, as a community, as a State, and as a Country. We have been forced to deal with a pandemic that has taken lives, destroyed businesses, and completely changed the way we live as people and operate as an organization. Simultaneously, we as a community, region, State, and Country have faced challenge and heartbreak on issues of race, justice, and equity. In addition, continually changing weather patterns, which impact how we prepare, plan, and respond to events well beyond the boundaries of Bayside, impact us ever so greatly within the boundaries of our community. These factors are now coupled with economic uncertainty, supply chain issues, inflation concerns, and unprecedented changes in the labor market and workforce.

It is with pride that I present to you the 2021 State of the Village. The past year created ample opportunity within our community and organization as we enter a time of defining and adjusting to the "new-normal." The Village's efforts of innovation, leadership, and long-term vision has positioned Bayside to be relevant and forward-thinking well into the future.

The Village continues to be guided by five strategic initiatives: Fiscal Integrity, Community Collaboration, Connected Communication, Service Excellence, and Sustainable Resilience. These ideals, adopted by the Village Board of Trustees, help direct everyday operations. The Village has taken our most idealistic thoughts and shaped them to describe our mission to our residents. While proud of our accomplishments, we are continually striving to improve our every day interaction with you, our residents.

We believe the annual State of the Village document to be one that provokes thought, recognizes our strengths, and identifies new opportunities for growth. Through this document you will find highlights from the past year, performance measurement data, and trending information. We use these insights to implement long-term values that promote stability. With that, I am pleased to present this information and hope you find it practical and useful.

Sincerely,



Andrew K. Pederson, Village Manager



# Vision

Dynamic balance  
of progressive  
ideas and  
traditional values  
that provides an  
inviting and  
premiere  
community for all.

# Mission

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

## Strategic Initiatives

### **Fiscal Integrity**

Provide sound  
financial  
management and  
future financial  
stability

### **Service Excellence**

Provide solution-based,  
innovative services.

### **Community Collaboration**

Maintain equitable, diverse,  
and inclusive community  
partnerships

### **Sustainable Resilience**

Promote environmental  
stewardship and  
promote future  
resilience

### **Connected Communication**

Provide proactive,  
reliable, and  
transparent  
communication



# By the Numbers



Incorporated:  
February 13, 1953



Area: 2.39  
Square  
Miles



Employees:  
Full-Time: 49  
Part-Time: 23

## Population



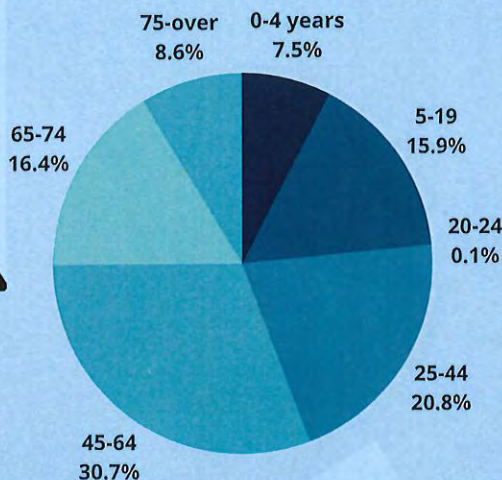
Male Female



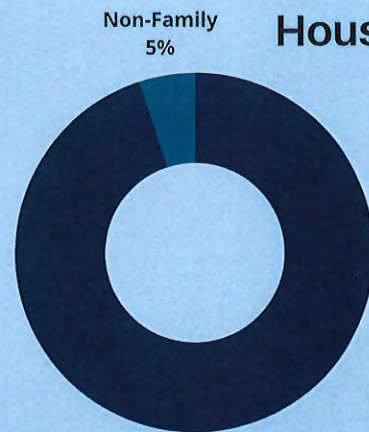
2,035



2,523



1,873  
Households



7.99 Acres  
of Parkland



Median  
income by

- Household: \$101,231
- Family: \$136,359



# 2021 Recognitions

---



- Safest Communities in Wisconsin, #24
- Top 10 Milwaukee Suburbs, #5
- International City/County Management Association (ICMA)
  - Certificate of Excellence in Performance Measurement



- Government Finance Officers Association (GFOA)
  - Distinguished Budget Presentation Award
  - Certificate of Achievement



- Tree City USA
- Bird City USA
- Monarch City USA
- NOAA StormReady Community
- SolSmart Community, Gold
- Wisconsin Healthy Community, Bronze





# 2021 Highlights

## FISCAL INTEGRITY



Awarded  
\$434,644.55  
in grants

Maintained  
Aa bond  
rating

Awarded GFOA  
CAFR and  
Distinguished  
Budget Award

Mitigated  
COVID-19  
pandemic fiscal  
impacts

Building permits  
issued  
increased 10%  
to 527

## SERVICE EXCELLENCE



Implemented  
Next Generation  
Text-to-911  
technology

Implemented  
myBlue  
Neighbor  
Mediation  
Program

Awarded ICMA  
Certificate of  
Excellence in  
Performance  
Measurement

Implemented  
myCrew  
Public Works  
Program

Expanded  
Information  
Technology  
consortium



# 2021 Highlights

## COMMUNITY COLLABORATION



Hosted a  
reimagined Fall  
Fest and Five  
and Wine

Initiated the  
Comprehensive  
Plan 2042  
update

Implemented  
the Bayside  
Beer Garden  
Series at  
Ellsworth Park

Joined the  
Grow Solar  
Greater  
Milwaukee  
initiative

A total of 62  
public meetings  
were held

## CONNECTED COMMUNICATION



Introduced  
Instagram and  
LinkedIn

Transitioned  
to North  
Shore  
Neighbors  
magazine

Implemented a  
social media  
scheduling  
platform

Total social  
interactions  
increased  
16% to  
616,565

Bayside Buzz  
open rate  
increased



# 2021 Highlights

## SUSTAINABLE RESILIENCE

Solar array installed on DPW roof generated the equivalent of planting 1,118 trees and saved 147,981.6 pounds of CO2 emissions.



Replaced aging squad with new hybrid squad

Designated NOAA StormReady Community

Received Bird City, Tree City, & Monarch City designations

Mitigated impacts of major flooding events

Phase II Fairy Chasm Road street & stormwater management project

Emerald Ash Borer mitigation

Stormwater management project completed at Laramie and Glenbrook

Completed Hermitage and Bay Point sanitary sewer lift stations

Implemented Sanitary Sewer Public and Private Inflow and Infiltration Program.





# Measuring Success

Police  
Visibility Miles



99,603

Grant Dollars  
Awarded



\$434,644.55

Dispatch  
Calls



116,749

Digital Media  
Reach



616,565

Garbage  
Tons



1,404

Recycling  
Tons



475

myBlue  
Contacts



219

Recycling  
Diversion Rate



25%

Access Bayside  
Requests



2,714

Website  
Visits



60,581

Bond  
Rating



Aa

Traffic  
Stops



1,830

Trees  
Removed



196

Trees  
Planted



154

Arrests



161

Culverts  
Replaced



31

Public  
Meetings



62

Bayside Buzz  
Open Rate



65%

Yard Waste  
Yards Collected



2,727

Mulch  
Deliveries








54



# 2022 Strategic Plan

---

Fiscal Integrity	Sound Management	Financial Stability	Collaborative Service Enhancements	
Community Collaboration	Neighborhood Stability	Community Enrichment	Cooperative Partnerships	
Connected Communication	Customer Service	Virtual Services	DIY Resources	
Service Excellence	Performance Management	Technological Advancement & Innovation	Employee Development	
Sustainable Resilience	Environmental Infrastructure	Stormwater Mitigation	Environmental Stewardship	



# 2022 Events

---

February 6: Winter Beer Garden  
February 15: Spring Primary Election  
March 19: Recycling Day  
April 5: Spring Election  
April 23: Spring Clean Up Day  
April 30: Drug Take Back Day  
May 21: Recycling Day  
May 21: Bayside Beer Garden  
June 11: Bayside Beer Garden  
June 18: Recycling Day  
July 2: Bayside Beer Garden  
July 4: Fourth of July Parade  
July 16: Recycling Day  
August 4: myBlue Night Out  
August 13: Bayside Beer Garden  
August 20: Recycling Day  
September 3: Bayside Beer Garden  
September 17: Recycling Day  
September 24: Village Picnic, Five & Wine, and Movie  
October 1: Fall Clean Up Day  
October 1: Bayside Beer Garden  
October 30: Trick or Treat  
November 19: Recycling Day  
December 27: Holiday Recycling Day



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## Connect With Us



@baysidewi



@BaysideGov



@baysidegov



**Bayside Buzz**

[www.baysidewi.gov/subscribe](http://www.baysidewi.gov/subscribe)

**@VillageofBayside**

**Village of Bayside**



# 2021 Communications Annual Report

VILLAGE OF BAYSIDE





# *What We Do*

---

- 1 VILLAGE WEBSITE
- 2 4 SOCIAL MEDIA PLATFORMS
- 3 ACCESS BAYSIDE
- 4 E-NEWSLETTER: BAYSIDE BUZZ
- 5 NORTH SHORE NEIGHBORS

616,565 TOTAL  
UNIQUE  
INTERACTIONS IN  
2021



16% FROM  
2020



BAYSIDE BUZZ  
VILLAGE OF BAYSIDE





# facebook



## TOP POST

\*This post was promoted

**Village of Bayside**  
August 27, 2021 · 🌐

Don't delay! The 2021 Bayside 5k run/2 mile walk, with a new twist, is September 25 at 4 pm. Join all of the fun at the Bayside Fall Fest, both before and after the run/walk. Register at <https://runsignup.com/Race/WI/Milwaukee/BaysideFiveandWine>

**Register Today!**

**\$35/person**  
**\$125/4-pack**

5K Fun Run  
2 Mile Wine Walk

All Receive a  
T-Shirt and a  
Race Bag!

Walkers Receive  
2 Glasses of  
Wine!

**BAYSIDE  
2021  
FIVE  
WINE**

**Bayside Five and Wine**  
The Bayside Five and Wine is on Saturday September 25,....

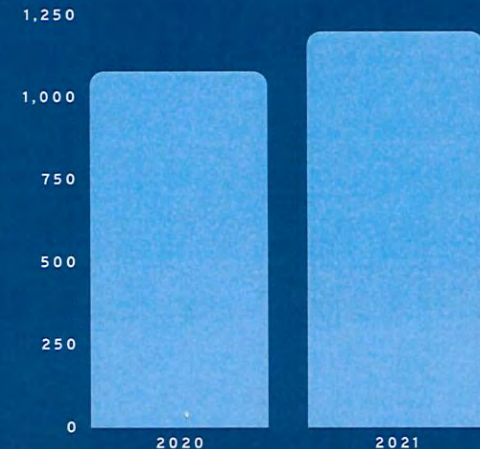
**17,563**  
People reached

**1,011**  
Engagements

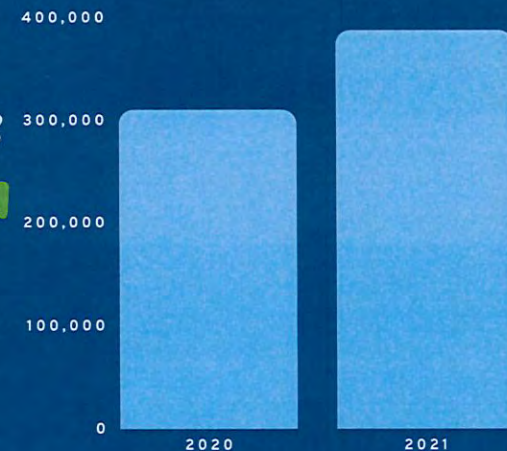
[Sign up](#)

[Boost again](#)

1,201 Page Likes  
**11.3%** FROM 2020



Reach of 387,772  
**25%** FROM 2020





# twitter

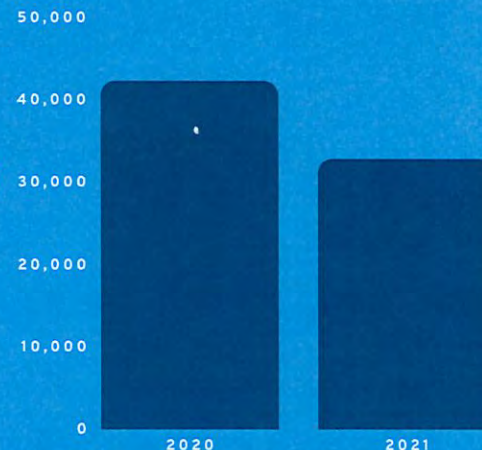


## TOP TWEET



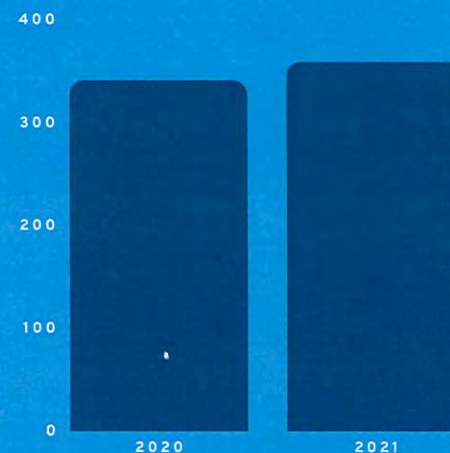
*32,826 Impressions*

**22%**  FROM 2020



*359 Followers*

**5%**  FROM 2020





NEW

@baysidegov

# Instagram

#1

TOP POST



*104 Interactions*  
*76 Followers*





# YouTube

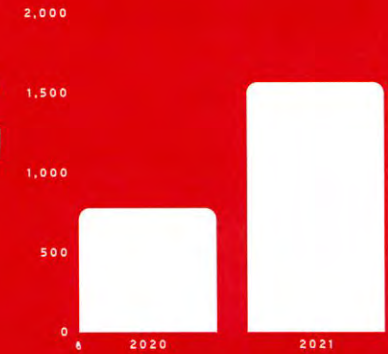


## MOST POPULAR VIDEO



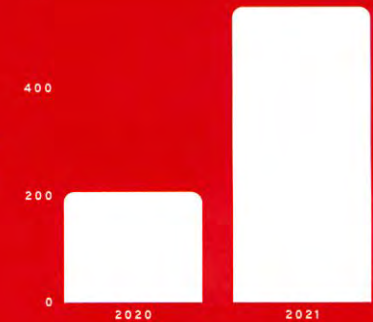
*DPW Dan Series*

100% FROM 2020



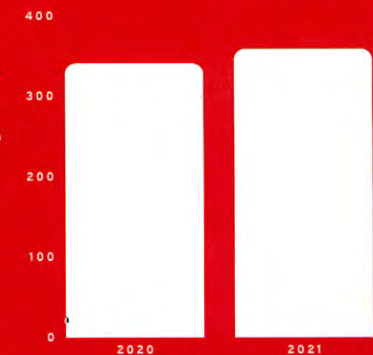
*SeeClickFix  
Tutorial Series*

165% FROM 2020



*Elections During  
COVID-19 Series*

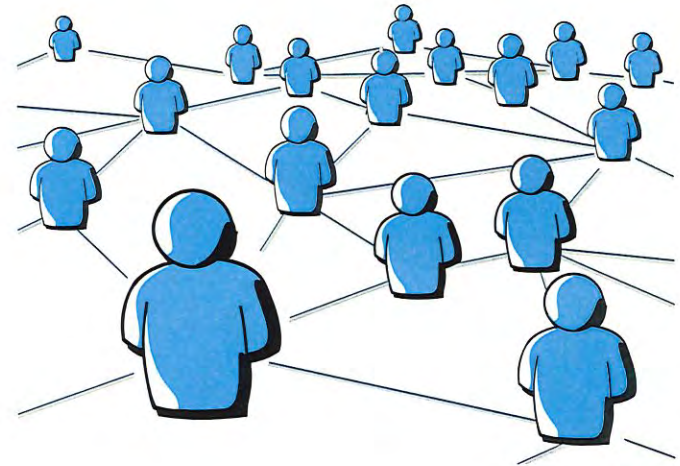
3% FROM 2020





Village of Bayside  
13 followers  
1mo •

<https://conta.cc/3maBw7Y>



*254 Impressions*  
*44 Page Views*



EXCLUSIVELY SERVING THE RESIDENTS OF BAYSIDE, FOX POINT AND RIVER HILLS

JANUARY 2022

# NORTH SHORE NEIGHBORS

**Mailed to**  
1,831  
**Bayside  
Homes**

**Copies Mailed  
to Bayside  
Residents**  
21,972

**Articles  
Submitted**  
135

## *Articles Per Month*





**Average  
Open Rate**

58%

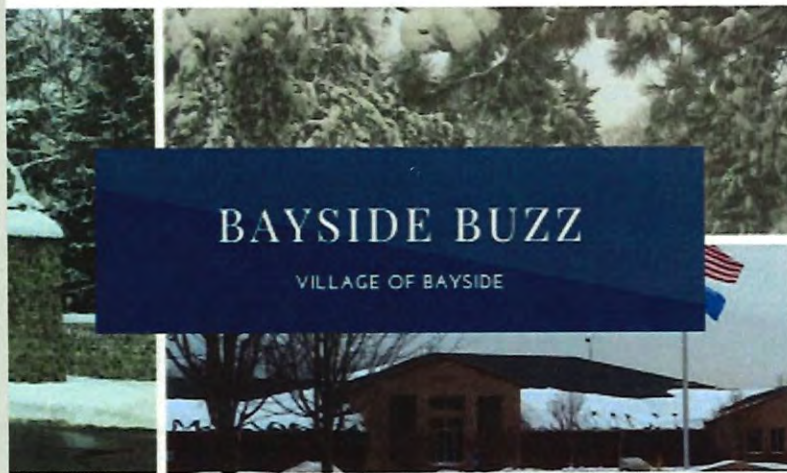
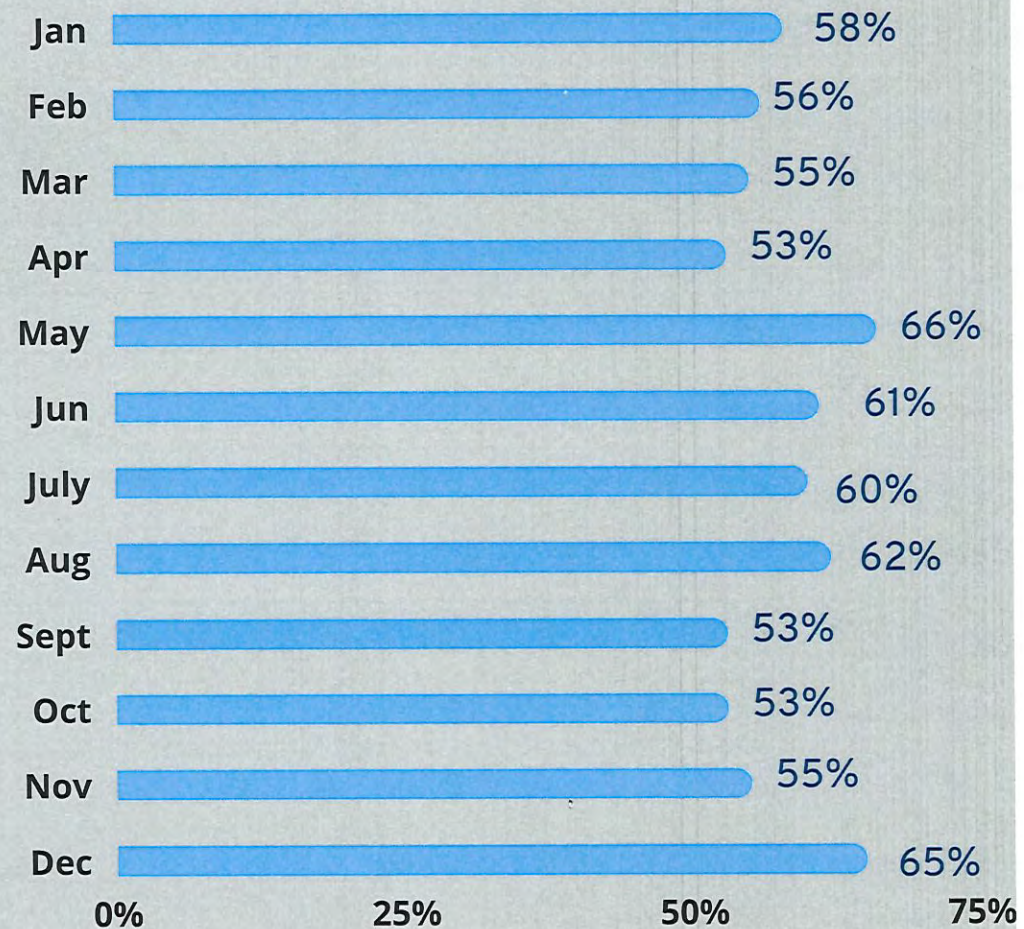
**E-newsletters  
Sent**

109,354

**Emails  
Sent**

52

## *Open Rate by Month*





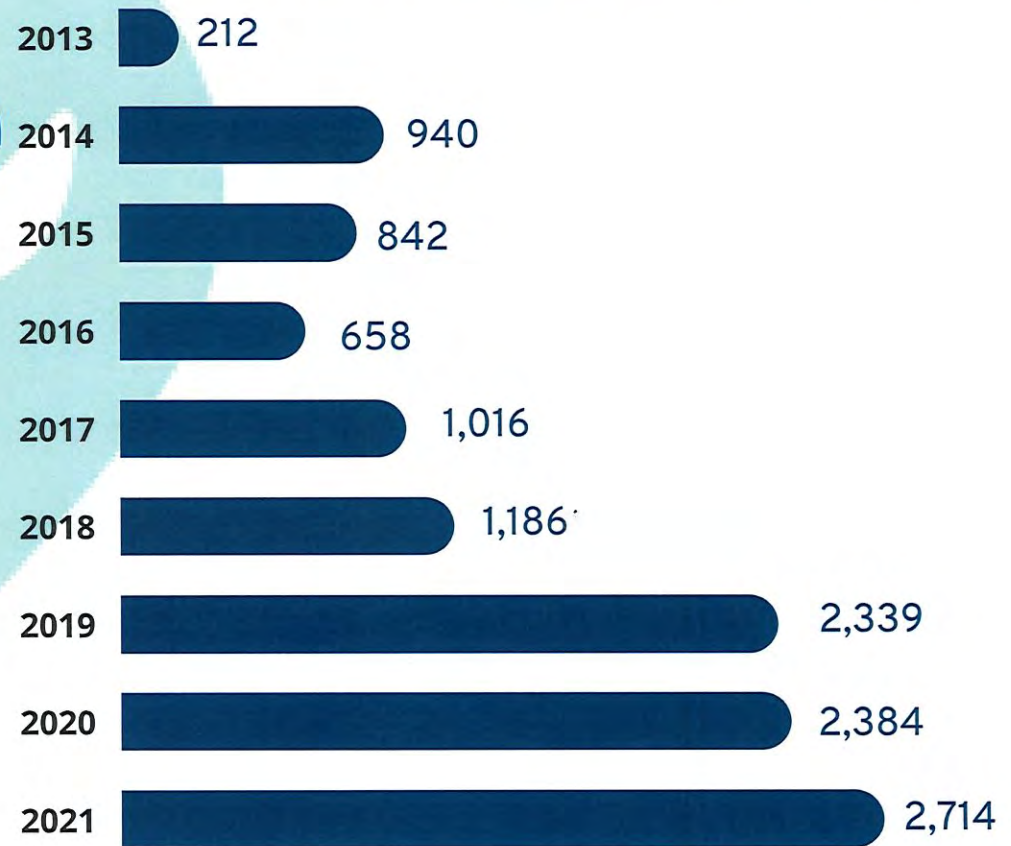
# Access Bayside

**Days to  
Acknowledge.**  
.5

**Days to  
Complete**  
6.2

**Requests  
Closed within  
Service Level  
Agreement**  
85%

## *Service Requests by Year*





### *Top 5 Pages Visited*

Page	Page Views	Unique Page Views
Collection Guide	12,191	9,886
Government	5,856	3,965
Services	5,660	4,148
Can I make a citizens arrest?	5,222	2,397
Property Taxes	3,307	2,759

**Total Page Views**

224,544

**Total Unique Page Views**

160,203

**Total Visits**

60,581

**Average Visit Duration**

1:57



# 2022 Goals

**01**

**DEVELOP  
SERVICE  
LEVEL  
AGREEMENTS  
FOR  
VILLAGE-  
PROVIDED  
SERVICES.**

**02**

**IMPLEMENT  
SOCIAL  
MEDIA  
SCHEDULING  
PLATFORM**

**03**

**INCREASE  
BAYSIDE  
BUZZ  
SUBSCRIBERS**

**04**

**ENHANCE  
USAGE OF  
ACCESS  
BAYSIDE**

**05**

**DEVELOP  
CAPITAL/  
INFRASTRUC-  
TURE  
PROJECT  
WEB PAGES**

**06**

**DEVELOP  
RESOURCE  
GUIDES  
FOR  
SEASONAL  
ISSUES**

**07**

**CREATE  
DEPARTMENT  
SPECIFIC  
SURVEYS  
RELATED TO  
SERVICES**

**08**

**MAINTAIN  
VILLAGE  
WEBSITE  
FAQS**



**DANA** | Investment  
Advisors

## INVESTMENT ADVISORY AGREEMENT

Account Name: Village of Bayside

Account Address: 9075 N. Regent Road Bayside WI 53217

Tax ID No. for Account (Social Security Number/EIN): \_\_\_\_\_

The undersigned ("Client") hereby employs Dana Investment Advisors, Inc. ("Advisor") as investment advisor for the Account referred to above (the "Account") on the following terms and conditions:

**1. Appointment of Advisor.** By execution of this Agreement and effective as of the effective date indicated herein, the Advisor accepts appointment as investment advisor for the Account and will supervise and direct investments of the Account subject to such limitations as the Client may communicate in writing to the Advisor from time to time. Advisor, as agent and attorney in fact with respect to the Account, when it deems appropriate, without prior consultation with Client, may in accordance with the Client's Account Guidelines, (i) buy, sell, exchange, convert and otherwise trade in any stocks, bonds and other securities of every kind and description (ii) retain the investment management services of one or more sub-advisors when it is deemed to be beneficial to achieving a Client's overall investment objectives, and (iii) place orders for the execution of such securities transactions with or through such brokers, dealers or issuers as Advisor may select. **The Advisor shall not act as Custodian for the Account.**

**2. Standard of Care.** It is agreed that the sole standard of care imposed upon Advisor by this Agreement is to act with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent man acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims. If the Account contains only a portion of the Client's total assets, Advisor shall only be responsible for those assets that the Client has designated to be the subject of the Advisor's investment management services under this Agreement without consideration to those additional assets not so designated by the Client. While Advisor will make a good faith effort to require brokers and dealers selected to effect Account transactions to perform their obligations, the Advisor shall not be responsible for any loss incurred by reason of any act or omission of any brokers, dealer or custodian for the Account provided the Advisor is not negligent in the selection or supervision of such broker, dealer or custodian. In maintaining its records, Advisor does not assume responsibility for the accuracy of information furnished by Client or any other party. **Advisor does not provide tax or legal advice.** Client should consult their personal accountant and/or legal counsel for additional guidance.

**3. Investment Objectives and Restrictions.** Client has specified in the Account Guidelines Section of this Agreement the investment objectives and any specific investment restrictions which govern the Account. It will be the Client's responsibility to notify the Advisor in writing, of any changes or modifications in the investment objectives of the Account as well as any additional investment restrictions applicable thereto. If Client deems any investments recommended or made for the Account to be in violation of such objectives or restrictions, Client must give the Advisor prompt written notice. Unless Client notifies Advisor in writing of specific restrictions, the investments recommended for, or made on behalf of the Account, shall be deemed not to be restricted under the current or future laws of any state or by virtue of the terms of any other contract or instrument purporting to bind the Client and Advisor. Unless specified differently by the Client in writing, Advisor shall, in accordance with Section 2, determine whether to sell or continue to hold any security that was authorized at the time of purchase but whose characteristics subsequently failed to meet the Client's Account Guidelines.

**4. Service to Other Clients.** It is understood that the Advisor performs investment advisory services for various clients and that the Advisor may give advice and take action with respect to other clients which may differ from advice given to Client or the timing or nature of action taken with respect to the Account. Transactions for each account generally will be effected independently unless Advisor decides to purchase or sell the same securities for several clients at approximately the same time. Advisor may (but is not obligated to) combine or "batch" such orders to obtain best execution, to negotiate more favorable commission rates or to allocate equitably among Advisor's clients differences in prices and commissions or other transaction costs that might have been obtained had such orders been placed independently. Under this procedure, transactions will be averaged as to price and will be allocated among Advisor's clients in proportion to the purchase and sale orders placed for each client account on any given day. Advisor agrees, to the extent practicable, to allocate investment opportunities to the Account over a period of time on a fair and equitable basis relative to other clients.

**5. Fees.** Advisor's compensation shall be calculated on the basis of the market value of all assets under management and shall be paid in accordance with the Schedule of Fees which may be amended by Advisor from time to time upon thirty (30) days written notice to Client.

**6. Pricing.** Dana formally prices securities that are held in Client accounts at least monthly. Generally, securities are priced at month-end using "round lot" pricing provided by independent pricing services deemed reliable. At times, actual prices for "odd-lot" holdings may differ from those round-lot prices received by Dana. In addition, prices received by Dana may differ from time to time with prices reported on Client custodial statements. Month end pricing results, and the accrual of income from all sources, are also used to compile Client investment performance and to calculate and bill Dana's investment management fees quarterly.

**7. Agency Cross Transactions.** Client authorizes Dana to effect transactions for the Client's Account pursuant to which securities for such Account are purchased from or sold to another client of Dana. Client acknowledges that with respect to such agency cross transactions, Dana's fiduciary obligations extend to both Client and the other party to the transaction and that a potential conflict of interest exists. Notwithstanding the foregoing, Dana will only enter into an agency cross transaction if it reasonably believes the transaction is appropriate for the Client's Account and that the transaction can be effected in a manner which achieves the best price and execution in light of all the relevant factors. Client may revoke the foregoing authorization at any time by providing Dana with written notice of such revocation.

**8. Termination; Assignment.** This Agreement may be terminated at any time by either party giving to the other written notice of such termination. Fees paid in advance hereunder will be prorated to the date of termination specified in the notice of termination, and any unearned portion thereof will be refunded to Client. No assignment, as that term is defined in the Investment Advisers Act of 1940, of this Agreement shall be made by Advisor without the written consent of Client.

**9. Notices.** Unless otherwise specified herein, all notices and instructions with respect to any matters contemplated by this Agreement shall be deemed duly given when received in writing by Advisor at 20700 Swenson Drive, Suite 400, Waukesha, WI 53186, or when hand-delivered or deposited by first-class mail addressed to Client at the address appearing here stated and to the Custodian at such address as it may specify to the Advisor in writing, or at such other address or addresses as shall be specified. For the purposes of this section, both facsimile and e-mail messages are also acceptable modes of electronic communication. However, time sensitive transactional instructions (to include withdrawals and deposits) may only be communicated via actual phone conversation (voice mail messages excluded) or in non-electronic written communications. The Advisor may rely upon any notice (written or oral) from any person reasonably believed by it to be genuine and authorized.

**10. Statements, Confirmations and Reports.** Account statements and trade confirmations shall be provided to Client by the custodian of the Account. In the event that Advisor provides supplemental statements and reports to the Client, should those reports identify assets that are not managed by Advisor, client understands that such unmanaged assets are not subject to the Advisor's investment management services.



**11. Confidential Relationship.** All information and advice furnished by either party to the other hereunder, including their respective agents and employees, shall be treated as confidential and shall not be disclosed to third parties except as required by law.

**12. Inside Information.** Advisor shall have no obligation to seek to obtain any material non-public (“inside”) information about any issuer of securities, or to purchase or sell, or to recommend for purchase or sale, for the Account the securities of an issuer on the basis of any such information as may come into its possession.

**13. Proxies and Corporate Class Actions.** The Advisor will take appropriate action and/or render advice with respect to the voting of proxies solicited by or with respect to the issuers of securities in which assets of the Account may be invested from time to time. Advisor is hereby authorized to retain the services of a Proxy Voting Agent to assist Advisor in researching, monitoring, and voting Client proxy statements. **Please refer to Advisor’s Proxy Voting Policies & Procedures.** However, due to the unique nature of Class Action settlement proceedings and claims procedures Client solely retains the authority to act upon any Class Action settlement or claims procedure brought on behalf of shareholders of a security that Client either currently owns or has previously owned during the applicable Class Action time period in question. Clients wishing to utilize third party securities class action litigation monitoring and claim filing services may do so by completing Item 19 of the Account Guidelines.

**14. Representations by Client.** The Client represents and confirms that the employment of the Advisor is authorized by the governing documents relating to the Account and that the terms hereof do not violate any obligation by which Client is bound, whether arising by contract, operation of law or otherwise, and, if the Client is a corporation or trust, that (a) this Agreement has been duly authorized by appropriate action and when executed and delivered will be binding upon Client in accordance with its terms, and (b) the Client will deliver to Advisor such evidence of such authority as Advisor may reasonably require, whether by way of a certified resolution or otherwise.

**15. Representations by Advisor.** By execution of this Agreement, Advisor represents and confirms that it is registered as an investment advisor under the Investment Advisers Act of 1940 and that with respect to the performance of its duties hereunder with respect to the Account (if it is a qualified employee benefit plan), Advisor is a “fiduciary” as defined under the Employee Retirement Income Security Act of 1974.

**16. Governing Law.** This Agreement shall be governed by the laws of the State of Wisconsin.

## ACCOUNT GUIDELINES

1. The **investment objectives** governing the Account are:

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2. Transactions for the Account shall be subject to the following specific **restrictions and limitations** (if none, state "none"):

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3. The foregoing investment objectives, restrictions and limitations shall govern the Account unless and until Advisor receives written notice from Client of any changes to or modifications of the foregoing.

4. Type of account: Municipality

(Individual, Corporate, Municipality, Not for Profit, IRA, Retirement Plan, Etc.)

5. Account is: Discretionary \_\_\_\_\_ Non-Discretionary ✓

6. Taxable Account? Yes \_\_\_\_\_ No ✓

7. Are there any third-party and/or regulatory-imposed restrictions on investments?

Yes ✓ No \_\_\_\_\_

If yes, explain:

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8. Investment Strategy (%):

Dana All Cap Equity	_____	Dana Intermediate Bond	_____
Dana Unconstrained Equity	_____	Dana Limited Volatility	<u>100</u>
Dana Carbon Sensitive ESG Equity	_____	Dana Municipal Bond	_____
Dana Catholic ESG Equity	_____	Dana Preferred Income	_____
Dana Large Cap Equity	_____	Dana Concentrated Dividend Equity	_____
Dana Large Cap Growth Equity	_____	Dana Social ESG Bond	_____
Dana Large Cap Value Equity	_____	Wealth Management	_____
Dana Small Cap Equity	_____	(Mutual Funds, ETFs, etc.)	_____
Dana Social ESG Equity	_____	Other: _____	_____

9. Permitted assets (check all that apply):

Government Bonds	<input checked="" type="checkbox"/>	Equities	<input type="checkbox"/>
Adjustable Rate Mortgages (ARM)	<input checked="" type="checkbox"/>	Fixed Rate Mortgage Bonds	<input checked="" type="checkbox"/>
Collateralized Mortgage Obligations (CMO)	<input checked="" type="checkbox"/>	Agency Bonds	<input checked="" type="checkbox"/>
Corporate Bonds	<input checked="" type="checkbox"/>	Asset Backed Bonds	<input checked="" type="checkbox"/>
Preferred Stocks	<input type="checkbox"/>	Mutual Funds (Open End, Closed End, ETFs)	<input checked="" type="checkbox"/>

Municipal Bonds ☐

Federal Tax Bracket:  % State Tax Bracket:  % State of:

Can municipal bonds subject to AMT taxation be purchased? Yes ☐ No ☐

10. Minimum Credit Rating  Is the credit rating: Per Security   
(AAA, AA, A, etc.) Portfolio Avg.

11. Expected maximum price volatility in any 12 month period:

2-5% ☐ 3-7% ☒ 5-10% ☐ 10% +   
(Mandatory for accounts greater than 60% Equity)

12. Account's investment horizon:

0-3 years ☐ 3-5 years ☐ 5-10 years ☐ More than 10 years ☒

13. Expected annual cash withdrawals: \$   
(Please attach any planned withdrawal schedule.)

14. Is there a parity requirement? Yes ☐ No ☒  
(i.e. Is the account pledged or held in escrow?)

15. List desired investment comparables or benchmarks:

BofA Merrill Lynch One Year Treasury

16. How often would you like to meet in person with Dana representatives?

Annual ☒ Semi-Annual ☐ Quarterly ☐ N/A ☐

17. Are there any unique reporting requirements for this account?



18. To assist us in setting up billing information on your account, please check one of the following billing alternatives.

☐ Bill Client Directly – client will be sent an invoice

☒ Deduct Fees from Client Account – client will be sent a copy of invoice

– I hereby authorize the custodian to pay Dana Investment Advisors, Inc.'s management fee from the account listed below. The custodian shall rely on Dana Investment Advisors, Inc.'s invoices and have no responsibility for the calculation or verification of fees.

Custodian Name: Charles Schwab

Account Number: \_\_\_\_\_

☐ Deduct Multiple Fees from a Single Account – client will be sent a copy of invoice

If Dana manages multiple accounts and you would like billing aggregated and deducted from a single account, please provide applicable account information below.

– I hereby authorize the custodian to pay Dana Investment Advisors, Inc.'s management fee from the account listed below. The custodian shall rely on Dana Investment Advisors, Inc.'s invoices and have no responsibility for the calculation or verification of fees.

Custodian Name: \_\_\_\_\_

Account Number: \_\_\_\_\_

(Optional) Complete if Advisor/Consultant/Accountant should receive a copy of invoice:

Name: \_\_\_\_\_ Company: \_\_\_\_\_

Email: \_\_\_\_\_

19. How will you be handling securities class action claim submissions? (Please check one)

☒ (Option 1) - I wish to be included in CCC's Securities Class Action Litigation Monitoring and Claim Filing Service. *(Please see the attached letter regarding Securities Class Action Litigation Monitoring and Claim Filing Service for additional details and fee related information).*

☐ (Option 2) - I have a procedure in place to address securities class action claims (e.g. my attorney, other personal representative, trust company, etc., files claims on my behalf)

☐ (Option 3) - I will file claims myself (default if no option is selected)

(Optional) Occasionally, Dana receives class action claim paperwork. If you would like Dana to forward any paperwork that is received that identifies your account as a potential claimant, please provide the name and address of the person that Dana should forward any applicable class action paperwork to.

Name: \_\_\_\_\_

If preferred by email to: \_\_\_\_\_  
(email address)

or

If preferred by mail to: \_\_\_\_\_  
(mailing address, city, state, zip)

## SCHEDULE OF FEES

Investment Advisory fees are quoted on an annual basis. Account fees are computed and billed quarterly, based upon the value of the account at the end of the previous calendar quarter or upon date of initial or subsequent funding. All assets in any form are considered in the computation of fees. Annual Fee Schedule:

First \$10,000,000	0.15% per year
Over \$10,000,000	0.12% per year

Advisor charges no other fees such as acceptance or termination fees.

The fee schedule shown above is the current fee schedule for new accounts with Dana Investment Advisors, Inc. Since the inception of Advisor's business, it has had at least one other fee schedule in effect. Therefore, some of the clients of Dana Investment Advisors, Inc. are paying fees different from those shown above.

## APPOINTMENT AUTHORIZATION

This is to confirm the appointment of Dana Investment Advisors, Inc. as investment advisor for the above-captioned account with discretionary authority as agent and attorney-in-fact on behalf of the Account and within all restraints and limitations as specified in Client's Account Guidelines or applicable Investment Policy Statement to: (a) buy, sell, exchange, convert and otherwise trade in any security of every kind and description including money market instruments as Advisor may select, and (b) place orders for the execution of such securities transactions with or through such brokers, dealers, or issuers as Advisor may select, and (c) establish, transfer, and terminate accounts in Client's name with either executing or custodial investment or financial institutions to specifically include the authority to execute prime brokerage agreements on behalf of Client's Account.

It is further understood that Advisor may deliver to any securities brokerage firm executing transactions on behalf of the Account, a copy of this document evidencing the authority of the Advisor to act for and on behalf of the Account in matters such as: voting of proxies, tendering and redeeming securities and taking action on any other appropriate matter affecting Client's investments. In the event this authority is terminated, by death or otherwise, any party to whom a copy of this document has been delivered as evidence of the Advisor's authority, shall be held harmless from any loss or liability incurred as a result of any action taken in reliance thereon after such termination but before notice of such termination has been received by such party.

## RECEIPT ACKNOWLEDGEMENT

Signature below verifies that I have received the following documents: Dana Investment Advisors, Inc. Form ADV Part 2A and 2B, Corporate Privacy Policy and Practices Statement, and Proxy Voting Policy and Disclosure.

### CLIENT:

By: \_\_\_\_\_  
(Client's Authorized Signature)  
Andy Pederson, Village Manager  
\_\_\_\_\_  
(Print Name and Title)

\_\_\_\_\_  
(Client's Authorized Signature)  
\_\_\_\_\_  
(Print Name and Title)

### DANA INVESTMENT ADVISORS, INC.:

By: \_\_\_\_\_  
Mark R. Mirsberger, CEO

Agreed and Accepted this \_\_\_\_\_  
day of \_\_\_\_\_, 2022



**DANA** | Investment  
Advisors

## **Optional Securities Class Action Litigation Monitoring and Claim Filing Service**

Dear Client:

As a reminder, Dana does not file for class action claims in the ordinary course of providing its investment management services, nor does Dana process the applicable forms or monitor claim submission progress. You are responsible for pursuing these types of securities claims yourself. In order to pursue a securities claim yourself, you generally must retrieve the trade data from your account statements and complete and file the appropriate claim form(s) and supporting documentation on your own. In limited circumstances, your custodian may file class action claims on your behalf. You should check with your custodian to determine whether or not class action claims are being filed on your behalf. If another party is not filing class action claims for you, we recommend that you consider utilizing the services of Chicago Clearing Corporation (CCC) to assist you with addressing the proliferation of securities class action litigations and the complexities of the claim filing process. Using CCC's services should help you to maximize your potential recovery from these claims, as many clients either fail to file the appropriate forms on time, or their claims are rejected due to errors in the information that is provided.

CCC's sole business is securing class action claim settlements for their clients. CCC monitors each claim you have, collects the applicable documentation, interprets the terms of each settlement, files the appropriate claim form(s), interacts with the claims administrators and then distributes your share of the award to you. CCC charges a contingency fee of 15%, which is subtracted from your award at the time of payment. Dana does not receive any portion of the contingency fee. Payments will arrive in the form of a check mailed to your address of record. It is your responsibility to notify Dana of any change of address for payment purposes.

If you choose to utilize CCC's services, we will simply provide basic account information to CCC to assist them with researching class action suits on your behalf. Please note that CCC will only receive the data that Dana has on record and therefore, CCC can only file claims for the time period for which you were a client of Dana's. If you terminate your relationship with Dana, the filing services offered by CCC will also be discontinued, whereby you will then become responsible for filing such claims again. In addition, you may freely terminate CCC services at any time by notifying Dana in writing. If you choose not to participate, CCC will not monitor any class action suits for which you may be entitled to awards and will not process any claim forms on your behalf.

Item 19 of the Account Guidelines section of the Investment Advisory Agreement requires you to indicate how you will be handling securities class action claim submissions. If you agree with having CCC file and monitor class action settlement claims on your behalf, please check Option 1. If you check Option 2 or Option 3, you choose to file class action claims yourself or you have another procedure in place to address securities class action claims. [Note: you should check Option 2 if your custodian/trust company, or other personal representative is filing class action claims on your behalf.] If no option is selected, the default answer will be Option 3.

Thank you for the opportunity to serve you.

Very truly yours,

DANA INVESTMENT ADVISORS, INC.





**DANA** | Investment  
Advisors

## **CORPORATE PRIVACY POLICY AND PRACTICES STATEMENT**

Federal legislation requires all investment advisors registered with the SEC to provide a privacy notice to all of their clients.

This notice will describe our practices and policies concerning our handling of your personal information.

### **Protecting and Safeguarding Your Nonpublic Personal Information**

Our relationship with our clients is of utmost importance to us. As you have entrusted us with your private financial information, we will always act accordingly to maintain that trust. Our employees are trained so that your personal information is held in strict confidence and safeguarded. Physical, procedural, and electronic safeguards are in place and well established.

### **Nonpublic Personal Information We Collect to Serve You**

The nonpublic personal information we use is collected to enable us to open and administer your account, process your transactions, and help us to provide you with quality service. The information we collect may include name, address, phone number, email address, birth date, social security number (or tax ID number) and information about your income, net worth, risk tolerance and investment experience. Personal information is collected to meet our regulatory obligations. This information is neither sold nor otherwise disseminated to disinterested outside parties.

### **Nonpublic Personal Information is Held in Strict Confidence**

Personal information is not disclosed to any third parties unless it is necessary for processing investment transactions or for the servicing of one or more of your investment accounts. We will always act in good faith and disclose only the information that is required or permitted under law. If, at any time, it is necessary to disclose any of your nonpublic personal information in a manner that is not consistent with this policy, you will be notified in advance in order to have the opportunity to opt out of such disclosure. If, at any time, you decide to close your account(s) or become an inactive client, we will continue to adhere to our ongoing privacy policies and practices as described in this notice and as amended by any future notices.

### **Public Personal Information is Used in a Limited Capacity**

Personal information regarding high net worth individuals is not used for marketing purposes. Certain public information identifying the name of an institutional client and its corresponding industry group, or State location, is occasionally used in direct presentations to potential clients. This information is often required by institutional client prospects and helps us to demonstrate our knowledge of a potential client's investment management needs through past experience with similarly situated clients. Rarely is any other public information disclosed beyond this limited capacity. You will always have the right to opt out of such a limited disclosure by informing us in writing of your intentions.

We reserve the right to change this Privacy Policy at any time without notice and will notify clients of any modifications on an annual basis.



**DANA** | Investment  
Advisors

## **PROXY VOTING POLICY AND DISCLOSURE**

### **Overview**

Proxy statements deserve careful review and consideration. Increasingly, they contain controversial issues involving shareholder rights and corporate governance. Therefore, it is Dana's policy to review these issues and make decisions exclusively on the judgment of what will best serve the financial interest(s) of our clients.

In order to provide ongoing professional analysis and recommendations regarding each proxy statement, Dana has retained the services of Institutional Shareholder Services, Inc. ("ISS"), a leader in providing proxy voting services to the investment advisor community. The partnership with ISS allows for the seamless delivery of proxies from the client's custodial institution to ISS. Once at ISS, each proxy statement is analyzed according to ISS' Proxy Voting Guidelines ("ISS Guidelines"). A number of recurring issues can be identified with respect to the governance of a company and actions proposed by that company's board. Following a standard proxy voting guideline such as the ISS Guidelines allows votes to be cast in a uniform manner. All non-routine matters are also addressed in the ISS Guidelines. In addition, the following key points apply to related proxy issues:

### **Procedures used to address any potential conflicts of interest.**

Dana bases its votes on a pre-established set of policy guidelines and on the recommendations of an independent third party; namely, ISS. Using ISS Guidelines, ISS makes recommendations based on its independent, objective analysis of the economic interests of shareholders. This process helps to ensure that proxies are voted in the best interests of client shareholders, further insulating the voting decisions from any potential conflicts of interest.

### **The extent to which Dana delegates proxy voting authority to or relies on recommendations of a third party.**

As noted above, Dana relies on the recommendations of ISS. However, Dana maintains ultimate responsibility for voting proxy statements, and retains the ability to override any ISS vote recommendation that Dana believes to be in the best interests of client shareholders. In addition, Dana conducts its own independent proxy voting research for shareholder initiatives related to Dana's ESG integrated investment strategies that Dana may also rely upon to override ISS vote recommendations. Lastly, Dana periodically receives specific instructions from certain client shareholders to vote their shares in a particular manner. In certain cases such as this, it is possible that Dana may vote in more than one way on the same issue for various clients.

### **The extent to which Dana will support or give weight to the views of management of a portfolio company.**

Dana bases all voting decisions on the ISS Guidelines and on ISS recommendations, both of which are driven by considerations believed to be in the best interests of client shareholders.

### **Policies and procedures relating to matters substantially affecting the rights of the holders of the security being voted.**

ISS Guidelines include a section devoted specifically to shareholder rights. Dana generally supports shareholder voting rights and opposes efforts to restrict them.

**Obtaining additional information relating to Dana's proxy voting procedures.**

Dana will provide complete copies of its proxy voting guidelines to any client (or prospective client) shareholder upon request. Requests should be made by contacting Dana's Chief Compliance Officer, Michael Stewart, at either (262) 782-8658 or via e-mail at [michaels@danainvestment.com](mailto:michaels@danainvestment.com).



**Item 1. Introduction**

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Dana Investment Advisors, Inc. (“Dana”) is registered with the Securities and Exchange Commission (SEC) as an investment adviser. Brokerage and investment advisory services and fees differ. It is important for you to understand these differences. Free and simple tools are available to research firms and financial professionals at [Investor.gov/CRS](http://Investor.gov/CRS), which also provides educational materials about broker-dealers, investment advisers, and investing.

**Item 2. Relationships and Services**

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***What investment services and advice can you provide me?***

We offer investment advisory services to retail investors. Dana is primarily engaged in the business of furnishing “investment supervisory services” to clients, which is defined as the giving of continuous advice to clients as to the investment of funds on the basis of the individual needs of each client. You will sign an investment management agreement identifying if Dana will provide its services on either a discretionary or non-discretionary basis. If your account is managed on a discretionary basis, we will make buying and selling decisions without your involvement. If your account is managed on a non-discretionary basis, we will contact you for transaction decisions. While Dana’s targeted minimum account size for retail investors is \$1,000,000, Dana may waive this account minimum requirement in certain circumstances.

**For additional information**, please see Items 4 and 7 of Dana’s Form ADV Part 2A Brochure which is available online at [www.danainvestment.com/ADV](http://www.danainvestment.com/ADV).

***Key Questions to Ask Your Financial Professional:***

- *Given my financial situation, should I choose an investment advisory service? Why or Why Not?*
- *How will you choose investments to recommend to me?*
- *What is your relevant experience, including your licenses, education and other qualifications?*
- *What do these qualifications mean?*

**Item 3. Fees, Costs, Conflicts, and Standard of Conduct**

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***What fees will I pay?***

The following summarizes the principal fees and costs associated with engaging our firm for investment advisory services. For detailed information, refer to our Form ADV Part 2A Brochure, Item 5.

- **Asset Based Fees** - Fees will typically be computed, billed and made payable quarterly in advance, based upon your account valuation as of the last business day of the prior calendar quarter. All assets, in any form (to include cash and money market balances), under Dana’s supervision are considered in the computation of fees (“asset based fees”). Client fees may vary based upon differences in account value, investment composition and any unique servicing needs that a client account might have. Because fees are charged on the value of your assets, we have an incentive to increase the value of your account(s). This could create a conflict for those clients holding illiquid or hard-to-value assets; as well as for those clients that might be risk adverse. Potential conflicts such as these are typically addressed in the Account Guidelines section of Dana’s Investment Advisory Agreement, which seeks to identify and address many different aspects of investment suitability on an individual client account level.

- **Fixed Fees** – Under limited circumstances, Dana may elect to charge a client a fixed dollar fee for its investment management services which is not based upon the value of a client’s account(s). This could create a conflict in that Dana does not have an incentive to increase the market value of a client’s account(s).



- Additional fees - The following are examples of the most common types of additional fees and costs that a client might pay: Custodian fees and account maintenance fees; Brokerage transaction charges and fees related to the purchase and sale of securities to include: individual stocks, bonds, mutual funds and exchange-traded funds.

**You will pay fees and costs whether you make or lose money on your investments. Fees and costs will reduce any amount of money you make on your investments over time. Please make sure you understand what fees and costs you are paying. For additional information,** please see Item 5 of Dana's Form ADV Part 2A Brochure which is available online at [www.danainvestment.com/ADV](http://www.danainvestment.com/ADV).

**Key Questions to Ask Your Financial Professional:**

- *Help me understand how these fees and costs might affect my investments.*
- *If I give you \$10,000 to invest, how much will go to fees and costs, and how much will be invested for me?*

***What are your legal obligations to me when acting as my investment adviser? How else does your firm make money and what conflicts of interest do you have?***

**When we act as your investment adviser,** we have to act in your best interest and not put our interest ahead of yours. At the same time, the way we make money creates some conflicts with your interests. You should understand and ask us about these conflicts because they can affect the investment advice we provide you. Here is an example to help you understand what this means: A conflict could arise where Dana has an incentive to provide a more favorable investment opportunity to clients with larger account values, or to clients that might be charged higher advisory fees. We seek to address this potential conflict by aggregating client transactions whenever possible, thereby prorating favorable investment opportunities across varying types of client accounts at the same time.

**Key Questions to Ask Your Financial Professional:**

- *How might your conflicts of interest affect me, and how will you address them?*

**For additional information,** please see Items 4, 6, 10, 11 and 17 of Dana's Form ADV Part 2A Brochure which is available online at [www.danainvestment.com/ADV](http://www.danainvestment.com/ADV).

***How do your financial professionals make money?***

All employees are compensated with a combination of base salary, and incentive bonus tied to individual and corporate goals and objectives. Compensation is based on the overall profitability of Dana and not on the value of assets managed.

**Item 4. Disciplinary History**

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***Do you or your financial professionals have legal or disciplinary history?***

No, our firm and/or our financial professionals do not have any legal or disciplinary history. Visit [Investor.gov/CRS](http://Investor.gov/CRS) for a free and simple search tool to research us and our financial professionals.

**Item 5. Additional Information**

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For additional information about our services, please visit Dana's website at [www.danainvestment.com](http://www.danainvestment.com) or search CRD#105879 on the SEC's website [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov). If you would like additional information, a copy of this disclosure, or our Form ADV Part 2, please call 262-782-3631 or email [info@danainvestment.com](mailto:info@danainvestment.com).

**Key Questions to Ask Your Financial Professional**

- *Who is my primary contact person?*
- *Who can I talk to if I have concerns about how this person is treating me?*

**Dana Investment Advisors, Inc.**  
**Part 2A of Form ADV: Firm Brochure**

**Item 1      Cover Page**

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**Dana Investment Advisors, Inc.**  
20700 Swenson Drive, Suite 400  
Waukesha, WI 53186  
262-782-3631  
[www.danainvestment.com](http://www.danainvestment.com)

March 25, 2021

This brochure provides information about the qualifications and business practices of Dana Investment Advisors, Inc. If you have any questions about the contents of this brochure, please contact us at 262-782-3631 or [michaels@danainvestment.com](mailto:michaels@danainvestment.com). The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Additional information about Dana Investment Advisors, Inc. is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).



**Dana Investment Advisors, Inc.**  
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**Item 2      Material Changes**

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There were no material changes to Dana's ADV Part 2 for this reporting period.

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**Item 4            Advisory Business**

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Dana Investment Advisors, Inc. ("Dana") is an independent investment management firm that was founded and began managing assets in 1980. On April 1, 1985, the Firm was incorporated under the same name and elected treatment as a Sub Chapter S Corporation. Also on that date, Dana became an SEC registered investment advisor under the Investment Advisors Act of 1940.

Dana's principal owners are: Mark R. Mirsberger and Jerome (Joe) Veranth. Dana has been 100% employee owned since inception. Dana currently has broad ownership spread throughout senior management and portfolio management staff, as well as other professionals, in the form of voting and nonvoting stock. We expect continued dispersion of employee ownership as part of our employee retention and long-term succession plan.

Dana is primarily engaged in the business of furnishing "investment supervisory services" to clients, which is defined as the giving of continuous advice to clients as to the investment of funds on the basis of individual needs of each client. Investment supervisory services may be provided on a discretionary or non-discretionary basis. As of December 31, 2020, Dana managed \$4,347,799,652 of client discretionary regulatory assets under management and \$434,204,206 of client non-discretionary regulatory assets under management. Model Based and Unified Managed Account (UMA) program assets were \$2,403,019,174. Dana may provide advisory services for clients that do not involve direct investment supervision as is the case in Model Based and UMA program portfolio arrangements traded by third parties. Dana does not have final trading authority on Model Based and UMA program portfolios traded by third parties; therefore, these assets are excluded from Dana's regulatory assets under management.

Dana does not issue periodic publications relating to securities on a subscription basis, nor prepare or issue special reports or analyses relating to securities that are not part of its investment supervisory services, nor prepare or issue any charts, graphs, formulas, or other devices that clients may use to evaluate securities.

At the beginning of each new relationship, a client's overall objectives are explored at length. Dana's investment processes are then explained in detail. Clients are able to place reasonable restrictions on Dana's investment discretion, to include limiting investments in certain securities and types of securities. Any such restrictions must be communicated to Dana in writing. Either the client's own Investment Policy Statement or Dana's completed Account Guidelines Form is used to identify where Dana's investment processes could help clients achieve their overall investment objectives while taking into account any stated restrictions. This process helps to outline the client's investment time horizon, potential cash flow needs, and comfort level with the return volatility of the proposed investment process, among other things. Because market conditions and security valuations are constantly changing, the overall suitability of the investment process is periodically re-assessed and any required changes to the original allocation are made at that time.

Dana participates as an investment manager for multiple wrap fee programs that are sponsored by third-party institutions. Dana does not sponsor its own wrap fee program. Investment management provided to wrap fee clients is substantially the same as that provided to non-wrap fee clients. However, practical restraints to the management of wrap fee accounts may exist. Most notably, the smaller asset value of certain wrap fee accounts may result in a higher concentration of individual portfolio holdings. Administrative restrictions imposed by wrap fee sponsors can result in differences as well.

In addition to wrap fee programs, Dana's investment management services are also made available through various Model Based and Unified Managed Account (UMA) programs that are sponsored by third-party



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institutions. Dana provides Model Based and UMA program sponsors with regular updates to the investment holdings (i.e., "models") contained in certain Dana managed investment strategies. Program sponsors then utilize one or more of Dana's investment models to invest their client assets. In these situations, the program sponsor is ultimately responsible for implementing (i.e., trading) Dana's ongoing investment recommendations and for performing many other services and functions typically handled by Dana in a discretionary managed account program. Dana offers no other services to Model Based and UMA accounts. UMA program sponsors generally exercise investment discretion and, in many cases, brokerage discretion, so performance and other information relating to Dana's non-UMA services, for which Dana does exercise investment and/or brokerage discretion, is generally provided for informational purposes only and may not be representative of actual UMA program client results or experience.

Providing investment management services to both discretionary separately managed and wrap fee client accounts and to Model Based and UMA program sponsors can give rise to certain conflicts of interest. Dana's recommendations implicit in the investment models provided to Model Based and UMA program sponsors typically reflect strategy-specific recommendations also being made by Dana to other separately managed client accounts. As a result, Dana may have already commenced trading for its discretionary separately managed client accounts before the program sponsor has received or had the opportunity to evaluate and act upon Dana's investment model recommendations. This could ultimately result in client trades placed by the program sponsor being subject to price movements, particularly with large orders or where the securities are thinly traded, which may result in model program clients receiving prices that are less favorable than those prices obtained by Dana for its discretionary client accounts. In order to address this potential conflict, Dana has developed a trade rotation policy that helps to ensure that all Dana investment recommendations are communicated to Model Based and UMA program sponsors on a fair and equitable basis.

**Item 5            Fees and Compensation**

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Fees will typically be computed, billed, and made payable quarterly in advance, based upon the valuation of all client assets under Dana's management as of the last business day of the prior calendar quarter or on the client's inception date when applicable.

All assets in any form under Dana's supervision are considered in the computation of fees. Money invested in cash balances, money market assets, client-directed assets, or notes will be included.

In computing the combined market value of a client's account, each security listed on any national securities exchange shall be valued at the last quoted sale price on the valuation date of the principal exchange on which such security is traded. Any other security or asset shall be valued in a manner determined in good faith by Dana to reflect its fair market value.

Dana obtains prices on exchange traded securities from an independent third-party pricing service on a daily basis. All other securities are priced at least monthly. Generally, fixed income securities are priced at month end using round-lot pricing provided by independent pricing services deemed reliable. At times, actual prices for odd-lot fixed income holdings may differ from those round-lot prices received by Dana. In addition, prices received by Dana may differ from time to time with prices reported on client custodial statements. When monthly pricing data is received, Dana portfolio managers review the pricing by considering numerous factors including prior month-end price, recent trade activity, change in credit quality, change in yield spread, change in prepayment rate, change in yield curve rates, and overall market

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sentiment. For securities with specific characteristics not reasonably reflected in independent pricing sources (such as call dates or recent trade activity), to include AMT PAC structure municipal bonds, Dana may manually override independent pricing sources to determine a reasonable round-lot fair value. Month-end pricing results, and the accrual of income from all sources, are also used to compile client investment performance and to calculate and bill Dana's investment management fees quarterly.

Dana's advisory fees for equity, balanced, and fixed income accounts are currently calculated at the below annual rates, however, Dana's investment management fees may vary based upon the differences in size, composition and servicing needs of client accounts.

Equity			Balanced			Fixed Income		
First	\$10,000,000	0.75% per year	First	\$10,000,000	0.65% per year	First	\$10,000,000	0.35% per year
Next	\$15,000,000	0.65% per year	Next	\$15,000,000	0.55% per year	Next	\$15,000,000	0.25% per year
Over	\$25,000,000	0.50% per year	Over	\$25,000,000	0.45% per year	Over	\$25,000,000	0.20% per year

All fees are subject to adjustment with a sixty (60) day prior notification being sent to clients. Dana charges no other fees, such as acceptance or termination fees. The fee schedule shown above is Dana's current fee schedule for new accounts. Fees may be negotiable for accounts of substantial size or efficiency. Clients determine whether fees are directly deducted from their account(s) or whether they prefer to be billed and pay fees from other sources.

In addition to the fee schedule described above, clients may also incur brokerage, securities exchange and other similar trading related costs, custodian fees, and expenses related to investments in open-end, closed-end, and exchange-traded mutual funds. For more information, see Item 12 regarding Brokerage Practices. Clients invested with Dana through a wrap fee program will generally pay fees only to the program sponsor and not to Dana directly. The wrap fee program sponsor will then pay Dana the applicable management fee that is described in the wrap fee program disclosure documents, which may be different from Dana's stated advisory fees listed above.

An advisory contract may be terminated by a client or by Dana at any time upon written notice being delivered to the other party. If termination occurs with more than 60 calendar days remaining in the quarter, advisory fees paid in advance will be pro-rated to the date of termination stated in the notice of termination and any unearned portion will be promptly refunded to the client.

**Item 6 Performance-Based Fees and Side-by Side Management**

Dana accepts a performance-based investment advisory fee for managing certain client accounts. Generally, Dana earns a performance fee when the client's investment performance exceeds a mutually agreed upon target level or benchmark. This type of fee structure is different from Dana's normal investment advisory fee presented in Item 5, which is based upon a percentage of the combined value of a client's assets ("asset based fee"). Dana's portfolio managers can at times manage a set of client accounts where Dana's advisory fee is asset based for some clients and performance based for others. This may give rise to a conflict of interest whereby certain investment opportunities could be provided to a performance-based fee account before they are provided to an asset-based fee account. Dana addresses this potential conflict in several ways so as to eliminate any negative or unintended consequences for clients being charged an asset-based fee. First, wherever possible Dana seeks to aggregate or batch client trades together ("trade aggregation") in order to directly pass along to clients any pricing advantage or trading-related savings in the form of

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lower commissions charged by brokerage firms that execute a client's transactions. Trade aggregation is accomplished without regard to the type or amount of advisory fee paid by the client. Next, Dana systemically rotates investment and trading opportunities amongst all clients on a regular basis so as not to favor one particular client or client group over another.

**Item 7           Types of Clients**

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Generally, Dana's client base consists of qualified pension and profit-sharing plans, Taft Hartley plans, unions, financial institutions such as banks and credit unions, insurance companies, public sector entities such as cities and counties, health care facilities, corporations, charitable foundations and other charitable organizations, and certain high net worth individuals.

While Dana's targeted minimum account size is \$1,000,000, Dana may waive this minimum requirement in certain circumstances.

**Item 8           Methods of Analysis, Investment Strategies and Risk of Loss**

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**Securities Analysis**

Equity Investments

For each equity-based investment strategy, Dana's investment philosophy considers the relative risk versus return characteristics of each security selected. Dana seeks to identify companies that are relatively undervalued to their peers, with attractive growth expectations, and which it is believed over time will produce superior returns relative to a client's stated benchmark. Risk control guidelines are designed to help minimize downside performance risk and are in integral part of Dana's investment process. Limiting position sizes and sector allocations are some of the risk controls utilized. Achieving a client's investment return goals is also an important component within Dana's security selection process.

In analyzing and selecting individual securities to include in an equity strategy, Dana performs an array of quantitative and fundamental analyses to filter down the universe of available investments to a more manageable level. Characteristics such as earnings growth, price/earnings ratios, cash flow, and debt ratios are but a few of the critical items that Dana utilizes. Next, Dana compares the future earnings growth prospects of each company against other companies within the same sector. Individual securities are then selected based upon an analysis of all relevant data. The resulting portfolio exhibits overall characteristics that Dana believes will produce above-average returns over a market cycle.

Fixed Income Investments

Client goals and investment time horizon play the primary role in properly identifying a potential fixed income asset allocation. Focusing on current income, credit quality, and limiting interest-rate sensitivity are crucial components of Dana's investment process. Resulting client portfolios typically consist of U.S. government, agency, municipal, and corporate securities with an average credit quality of at least investment grade.



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**Types of Investment and ESG Related Strategies**

Dana manages multiple equity and fixed income based investment strategies that are able to incorporate several different investment objectives. Dana's relative-value investment approach is designed around a roughly equally weighted portfolio of equity securities exhibiting above-average earnings growth at lower relative prices. Dana's concentrated investment approach seeks to generate long-term capital appreciation through the purchase of a limited number of quality companies that exhibit strong relative value and growth characteristics. The Dana unconstrained investment approach endeavors to generate long-term capital appreciation that exceeds the client's stated benchmark return, through the purchase of a limited number of companies that are able to thrive across disparate market environments. In contrast to Dana's equity investment strategies, Dana's fixed income strategies seek to place considerable importance on income securities that exhibit high credit quality, high current income, and sufficient overall cash flow.

In addition to the above, the investment approaches used for Dana's equity and fixed income ESG strategies then further integrate a mix of exclusionary screening, positive and negative screening, and other desirable ESG metrics in the investment process. This results in Dana's ESG integration process utilizing a variety of Environmental, Social and Governance factors and resources in order to further identify and evaluate additional ESG-specific criteria that might impact either a security's risk or return profile. Dana then combines its proprietary ESG integration approach with any client-directed social screens for those clients that wish to align their investments with their unique missions and beliefs. Dana's social exclusions often emphasize revenue bands designed to exclude investments in companies that primarily derive revenue in the following types of industries: tobacco, gambling, alcohol, adult entertainment, military & weapons, and private prisons. In addition to Dana's equity and fixed income strategies, Dana may also utilize a customized investment allocation that may incorporate other securities and investment approaches designed to meet a client's unique investment objectives. Dana does not utilize leverage, margin transactions, or engage in short sales, but some of these strategies may be used at the direction of the client in order to implement appropriate tax planning strategies and to address other client-specific investment objectives. All investments have one or more risks associated with them, to include the risk of financial loss. Clients should understand this and be prepared to bear one or more of the below types of investment risks.

**Common Investment Risks**

Dana Domestic and International Equity Strategies – Potential risks associated with equity (i.e., stock) investments:

*Investment Style Risk.* The Adviser's judgments about the attractiveness, value, and potential appreciation of a particular asset class or individual security in which a client invests may prove to be incorrect and there is no guarantee that the Adviser's judgment will always produce the intended results.

*Market Risk.* Overall stock prices can decline due to changes in the economic outlook, interest rates, and political or social events in the U.S. or abroad. All stocks are subject to these risks.

*Sector Risk.* A client's portfolio may be overweighted in certain sectors; therefore, any negative development affecting those sectors will have a greater impact on the client's investments.

*Liquidity Risk.* Liquidity risk exists when particular investments would be difficult to purchase or sell, possibly preventing clients from selling such securities at an advantageous time or price.

*Mid-Cap and Small-Cap Risk.* Stocks of mid-cap and small-cap companies can exhibit greater risk than stocks of larger companies. Many of these companies are young and have a limited track record. Their securities may

**Dana Investment Advisors, Inc.**  
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trade less frequently and in more limited volume than those of more mature companies. Mid-cap and small-cap companies also may lack the managerial, financial, or other resources necessary to implement their business plans or succeed in the face of competition or economic turmoil.

*Foreign Investing Risk.* Foreign investing involves risks not typically associated with U.S. investments. These risks include, among others, adverse fluctuations in foreign currency values, as well as adverse political, social, and economic developments affecting a foreign country. In addition, foreign investing involves less publicly available information and more volatile or less liquid securities markets. Investments in foreign countries could be affected by factors not present in the U.S., such as restrictions on receiving the investment proceeds from a foreign country, foreign tax laws, and potential difficulties in enforcing contractual obligations. Foreign accounting may be less transparent than U.S. accounting practices, and foreign regulation may be inadequate or irregular. Owning foreign securities could cause the Fund's performance to fluctuate more than if it held only U.S. securities.

*Emerging Markets Risk.* Countries with emerging markets may have relatively unstable governments, social and legal systems that do not protect shareholders, economies based on only a few industries, and securities markets that trade a small number of issues. In addition, emerging securities markets may have different clearance and settlement procedures, which may be unable to keep pace with the volume of securities transactions or otherwise make it difficult to engage in such transactions.

*Net Asset Value and Market Price Risk.* The market value of ETF and closed-end fund shares may differ from their net asset value. This difference in price may be due to the fact that the supply and demand in the market for ETF and closed-end fund shares at any point in time are not always identical to the supply and demand in the market for the underlying basket of securities. Accordingly, there may be times when ETF and closed-end fund shares trade at a premium or discount to their net asset value.

*Tracking Risk.* Open-end, closed-end, and ETF mutual funds ("funds") may not be able to replicate exactly the performance of the indices they track because the total return generated by the securities will be reduced by transaction costs incurred in adjusting the actual balance of the securities. In addition, these funds will incur expenses and other trade-related differences not incurred by their applicable indices. Certain securities comprising the indices tracked by the funds may, from time to time, temporarily be unavailable, which may further impede the funds' ability to track their applicable indices.

Dana Fixed Income Strategies – Potential risks associated with fixed income (i.e., bond) investments:

*Interest Rate Risk.* Security price and total return will vary in response to changes in interest rates. If rates increase, the value of investments generally will decline, as will the value of your investment. Securities with longer maturities tend to produce higher yields, but are more sensitive to changes in interest rates and are subject to greater fluctuations in value.

*Credit Risk.* A bond issuer's credit rating may change, which can cause price volatility, and in the case of a credit rating downgrade, lower prices.

*Inflation Risk.* Inflation causes tomorrow's dollar to be worth less than today's; in other words, it reduces the purchasing power of a bond investor's future interest payments and principal, collectively known as "cash flows." Inflation also leads to higher interest rates, which in turn leads to lower bond prices. Inflation-indexed securities, such as Treasury Inflation Protection Securities (TIPS), are structured to limit inflation risk.

*Market Risk.* The risk that the bond market as a whole would decline, bringing the value of individual securities down with it regardless of their fundamental characteristics.

**Dana Investment Advisors, Inc.**  
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***Liquidity Risk.*** The risk that investors may have difficulty finding a buyer when they want to sell and may be forced to sell at a significant discount to market value. Liquidity risk is greater for thinly traded securities, such as lower-rated bonds, bonds that were part of a small issue, bonds that have recently had their credit rating downgraded, or bonds sold by an infrequent issuer. Bonds are generally the most liquid during the period right after issuance when the typical bond has the highest trading volume.

***Default Risk.*** The possibility that a bond issuer will be unable to make interest or principal payments when they are due. If these payments are not made according to the agreements in the bond documentation, the issuer can default.

***Reinvestment Risk.*** When interest rates are declining, investors have to reinvest their interest income and any return of principal, whether scheduled or unscheduled, at lower prevailing rates.

***Call Risk.*** Some corporate, municipal, and agency bonds have a "call provision" entitling their issuers to redeem them at a specified price on a date prior to maturity. Declining interest rates may accelerate the redemption of a callable bond, causing an investor's principal to be returned sooner than expected. In that scenario, investors have to reinvest the principal at the lower interest rates. (See also Reinvestment risk.) If the bond is called at or close to par value, as is usually the case, investors who paid a premium for their bond also risk a loss of principal. In reality, prices of callable bonds are unlikely to move much above the call price if lower interest rates make the bond likely to be called.

***Prepayment Risk.*** For mortgage-backed securities, the risk that declining interest rates or a strong housing market will cause mortgage holders to refinance or otherwise repay their loans sooner than expected and thereby create an early return of principal to holders of the loans.

***Government Risk.*** The U.S. government's guarantee of ultimate payment of principal and timely payment of interest on certain U. S. government securities does not imply that shares are guaranteed or that the price of the shares will not fluctuate. In addition, securities issued by Freddie Mac, Fannie Mae, and Federal Home Loan Banks are not obligations of, or insured by, the U.S. government. If a U.S. government agency or instrumentality in which a client invests defaults and the U.S. government does not stand behind the obligation, the security's share price could fall.

***Legislative Risk.*** The risk that a change in the tax code could affect the value of taxable or tax-exempt interest income.

***Net Asset Value and Market Price Risk.*** The market value of ETF and closed-end fund shares may differ from their net asset value. This difference in price may be due to the fact that the supply and demand in the market for ETF and closed-end fund shares at any point in time are not always identical to the supply and demand in the market for the underlying basket of securities. Accordingly, there may be times when ETF and closed-end fund shares trade at a premium or discount to their net asset value.

***Tracking Risk.*** Open-end, closed-end, and ETF mutual funds ("funds") may not be able to replicate exactly the performance of the indices they track because the total return generated by the securities will be reduced by transaction costs incurred in adjusting the actual balance of the securities. In addition, these funds will incur expenses and other trade-related differences not incurred by their applicable indices. Certain securities comprising the indices tracked by the funds may, from time to time, temporarily be unavailable, which may further impede the funds' ability to track their applicable indices.



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**Item 9            Disciplinary Information**

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Neither Dana nor any supervised person has any applicable disciplinary events to report.

**Item 10          Other Financial Industry Activities and Affiliations**

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Dana does not maintain relationships with other financial industry related entities, such as securities broker-dealer firms, futures commission merchants, commodity pool operators, or commodity trading advisors.

Dana serves as the adviser to the Dana Large Cap Equity mutual fund, the Dana Epiphany ESG Small Cap Equity mutual fund, and the Dana Epiphany ESG Equity mutual fund. Together, these are considered "pooled investments." Dana may have a financial interest in increasing the amount of assets managed through the pooled investments for which it serves as adviser and sub-adviser. However, Dana employees are not compensated for the sale of securities in this manner.

A potential conflict exists for Dana clients that are also invested in one or more of the pooled investments managed by Dana whereby clients could be charged a fee by Dana and a separate fee by the pooled investment for the same investment(s). In order to eliminate this conflict, when calculating and billing Dana's management fees described in Item 5, Dana excludes the asset value of all client holdings that are invested in any pooled investment to which Dana serves as either an adviser or sub-adviser. However, clients should understand

+that Dana may still receive any fees paid by a pooled investment as disclosed in the prospectus of the pooled investment. Those fees may be higher or lower than the fee a client may be paying on other assets that Dana manages in the client's account.

Another potential conflict might occur with the allocation of investment opportunities between separately managed accounts and pooled investments that are advised or sub-advised by Dana. To address this potential conflict, investment opportunities are executed for all client accounts utilizing an equitable trade rotation procedure. In addition, whenever possible, transactions for separately managed account clients are aggregated with transactions occurring in the same securities held in any pooled investments.

**Item 11          Code of Ethics, Participation or Interest in Client Transactions and Personal Trading**

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**Code of Ethics and Personal Trading**

Dana has consistently maintained and adhered to a comprehensive Code of Ethics. The Code of Ethics covers many topics, including, but not limited to the review and reporting of personal securities transactions, restrictions on investing in initial public offerings, prohibitions on the use of and trading on material non-public information, and the establishment of the position of Chief Compliance Officer ("CCO"). Dana provides regular training to all employees regarding the Firm's Code of Ethics. All employees are required to sign an annual statement acknowledging receipt, compliance with, and

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understanding of Dana's Code of Ethics. A detailed copy of Dana's Code of Ethics is available to clients and prospective clients upon request.

It is Dana's policy to prohibit personal securities transactions by employees in all "restricted securities." All sale transactions involving a restricted security must first be submitted to Dana's Chief Compliance Officer or applicable designee for pre-clearance. A security is considered "restricted" if it has been identified by either the CEO or Chief Compliance Officer as having been placed and actively managed in one or more of Dana's investment strategies. Options on restricted securities, other than covered calls, are also deemed to be a restricted security. Exchange Traded Funds (ETFs), Exchange Traded Notes (ETNs), and any security that provides either a Net Asset Value (NAV) or unit value at the end of each business trading day, that are placed in one or more of Dana's investment strategies are not deemed restricted. All other securities are considered non-restricted. Personal security transactions by employees in non-restricted securities do not require pre-clearance.

Dana permits its employees, and the retirement plans that it maintains for its employees, to invest in securities that may also form a part of a client's portfolio. Because Dana permits its staff to invest in securities that clients may also invest in, all employees are required to report their personal securities transactions to Dana's Chief Compliance Officer on a quarterly basis. The Chief Compliance Officer, in conjunction with Dana's Chief Executive Officer, then reviews all quarterly transactions to ensure that employee positions and trades do not present a conflict of interest with Dana's clients. Annually, personal holdings statements for all employees are also required to be given to the CCO for review. Further, all employees are restricted from engaging in any practices that would operate as a fraud or deceit upon Dana or any of its clients.

**Participation or Interest in Client Transactions**

Dana may make investment decisions that result in the securities of one client being sold to another client (i.e., Agency Cross Transactions). Notwithstanding the foregoing, Dana will only enter into an agency cross transaction if (a) the affected clients have consented to such transactions, and (b) it reasonably believes the transactions can be effected in a manner that achieves the best price and execution in light of all the relevant factors. The clients may revoke the foregoing authorization at any time by providing Dana with written notice of such revocation. All such agency cross transactions will be in compliance with the requirements of the Investment Advisers Act of 1940 and other applicable regulations.

**Item 12      Brokerage Practices**

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Dana maintains a list of counterparties approved to execute transactions on behalf of client accounts. In selecting an approved broker-dealer through which to purchase or sell securities, Dana will look for the most favorable combination of transaction cost and security price available under the circumstances, i.e., Dana will seek to obtain best price and execution. In connection therewith, Dana will consider a range of factors, including price and commissions, execution ability, clearance procedures, custodial and reporting services, and the nature and quality of research and other brokerage services provided by the broker-dealer. Dana may also employ a third-party trading organization that facilitates the execution of client trades. Subject to the above commitment to obtain best price and execution, Dana occasionally directs transactions through a particular broker-dealer at a client's request, i.e., directed brokerage. Client-directed brokerage transactions might limit Dana's ability to negotiate commission costs, batch or aggregate trades with other clients, and may restrict Dana's efforts to obtain best price and execution. In addition, the directed brokerage

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firm selected by the client may not be on Dana's approved broker list. In such instances, the client is deemed to have sufficient knowledge of the fees and services provided by the directed brokerage firm.

Based upon the quality of brokerage, research, and/or other services provided, advisory clients may pay a brokerage commission or mark-up in excess of that which another broker-dealer might have charged for effecting the same transaction. In certain instances, some or all of any mark-up in brokerage commission may be used to offset Dana's costs incurred in obtaining third-party research related data utilized in managing various investment strategies used by Dana. This industry practice is often referred to as a "soft-dollars" arrangement. This research is received in both electronic and hard copy form. Dana anticipates that the totality of the brokerage services and research furnished by approved broker-dealers will be used in addressing many types of client needs and will generally benefit all client accounts over time. However, during specific time frames or in limited circumstances not all such services may be used by Dana in connection with managing each particular client's account.

### **Fixed Income Trading/Execution**

When looking to execute fixed income security trades for client accounts, Dana portfolio managers review daily broker fixed income inventories, the current interest rate environment, and the relative spread amongst and between various market indices. Many circumstances impact the actual purchase or sale decision, some of which are current cash available, current portfolio characteristics, and both macro and micro economic inputs.

Once a particular security has been identified as being a desirable investment, Dana will contact several institutional fixed income brokers to begin "negotiating" the purchase of the pre-allocated security. Because many fixed income securities sought by Dana are often unique in nature, i.e., each security is typically offered for sale by a limited number of broker-dealer firms, most purchase decisions are based on a combination of price and specific security characteristics and are ultimately made through the art of portfolio management.

When selling fixed income securities for client accounts, Dana will also endeavor to receive competitive bids for all securities being sold, although in a limited number of circumstances, only a single bid may be obtained. Routinely, Dana obtains two to three bids from competing brokerage firms on each securities transaction. The sale is then executed through the broker-dealer offering the highest bid for the client's fixed income security.

Whether executing the purchase or sale of a fixed income security, Dana strives to aggregate client trades whenever possible. Any transactional cost savings achieved through trade aggregation are directly passed along to the client. When trade aggregation does occur, all clients receive an average price per bond for each security traded.

### **Equity Trading Execution**

Prior to executing equity-based security transactions, Dana considers a number of client-specific investment management criteria to include targeted rebalancing needs, available cash, and the overall market conditions then prevailing. All equity and options trades are pre-allocated.

Whenever possible, Dana also aggregates client equity trades in an attempt to directly pass along to clients any pricing advantages and the benefits of lower overall transaction costs. When trade aggregation does occur, all clients receive an average per share price for each security traded. When certain security issues require multiple orders to fill the requested amount (often due to the size of the aggregated order or to the



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security's current trading volume), clients will also receive the average purchase price per share for those transactions. While Dana generally does not seek to purchase IPO securities for Dana managed investment strategies, IPOs may still be purchased in client accounts in limited circumstances.

Dana's trade rotation utilizes a two-tier approach each time strategy-level investment changes occur. The first tier rotates the timing of trade execution or notification between two major trading groups: 1) separately managed accounts, and 2) platform and model-based accounts. The second tier then incorporates a sequential trade rotation: 1) based upon the executing broker-dealers utilized by separately managed accounts that are traded through Dana's Order Management System, and 2) between sponsoring platforms and other model-based recipients that are not traded through Dana's Order Management System. This helps to ensure that all execution or notification of trading opportunities are distributed equitably across all client accounts over time.

**Item 13      Review of Accounts**

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**Periodic Review**

Dana's portfolio managers and certain members of Dana's Investment Committee periodically review client securities positions. Dana requires that each client ensures that Dana is provided with a monthly report of portfolio holdings, activity, and other pertinent information, through its trustees, custodian or other agent. The entire portfolio for each client is reviewed at least monthly.

The Investment Committee meets on a regular basis to discuss general investment policies and procedures, macroeconomics and monetary policy. Client accounts are managed on a team basis, therefore, there are no specific limits to the number of client accounts assigned to an individual portfolio manager.

**Reports to Clients**

Dana typically provides clients with a written quarterly performance analysis and list of account holdings.

**Item 14      Client Referrals and Other Compensation**

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Dana maintains written agreements, in compliance with Rule 206(4)3 of the Investment Advisers Act of 1940, with unrelated broker-dealers and other third parties (together referred to as "solicitors") whereby such solicitors are compensated for referrals of prospective advisory clients to Dana. Solicitors may also have an established relationship with one or more of Dana's other advisory clients. These written agreements generally obligate Dana to pay cash solicitation fees equal to a stated percentage of Dana's advisory fee received from the solicited client. Generally, there is no difference in the level of advisory fees charged clients who have been solicited and those who have not been solicited. However, in limited circumstances, clients may have a unique relationship with a solicitor that will cause a client to be charged a higher advisory fee overall. With respect to broker-dealer solicitors, if Dana is satisfied that the best execution of securities transactions for the client's account is available, then Dana may initiate brokerage transactions for the solicited client's account through the soliciting broker-dealer.

Dana may recommend one or more custodial firms to clients for custody and other brokerage or trust-related services. Many reasons can form the basis for Dana recommending a particular custodial firm to a client,

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to include, but not be limited to, improved client reporting, achieving operational and administrative efficiencies, gaining access to an electronic order entry system, and obtaining reduced custodial/trust service fees. Dana does not receive economic benefits from making such recommendations. Occasionally, a custodial firm may also make client referrals to Dana. In these instances, there is no formal relationship or agreement between Dana and the custodial firm and there is no expectation that either firm would directly benefit by making such referrals.

Dana currently serves as and receives compensation for being a sub-advisor to several unaffiliated registered investment advisory firms and to certain entities that are exempt from registration. Under limited circumstances where client funds are placed with one or more of the above entities, Dana may receive separate compensation at the same time for both serving as an investment advisor to the client and for serving as a sub-advisor to one or more of the above entities.

**Item 15      Custody**

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Dana is not a custodian and does not take custody of any client assets. Dana does not require clients to use a particular custodial firm. Clients should be receiving detailed statements from their custodian at least quarterly. While Dana regularly reconciles to information provided by a client's custodian, clients are nevertheless encouraged to review and compare all account-related information with their custodian statement(s).

**Item 16      Investment Discretion**

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Generally, Dana has discretionary authority to buy or sell securities in the quantities that it deems fit without first obtaining client consent. Clients grant Dana discretionary authority by acknowledging this fact in the Dana's Investment Advisory Agreement. However, for certain clients, particularly financial institutions and public sector accounts, ultimate discretionary authority is retained by the clients. With respect to non-discretionary accounts, Dana obtains clients' prior approval of a given purchase or sale. For discretionary accounts, Dana determines which securities are to be bought or sold, the total amount of securities to be bought or sold, the broker or dealer through which the securities are to be bought or sold, and the commission rates at which transactions are effected. From time to time, Dana may also retain without client's prior consent, and without increasing client's management fees, the investment management services of one or more sub-advisers when it is deemed to be beneficial to achieving a client's overall investment goals and/or objectives. Any limitations or restrictions with respect to the exercise of this investment discretion will be those established by the client in writing at the commencement of the advisory relationship or thereafter.

**Item 17      Voting Client Securities**

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When applicable, Dana will take appropriate action and/or render advice with respect to the voting of client proxy statements. Dana believes that adopting formal proxy voting guidelines and retaining a third party to administer the voting of proxy statements, helps to improve both the efficiency and execution of Dana's proxy voting decisions. To assist in this process, Dana has retained the services of Institutional Shareholder

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Services, Inc. ("ISS") and adopted the ISS' Proxy Voting Guidelines ("ISS Guidelines"). Unless directed otherwise by a Client, Dana retains the ultimate responsibility for voting all Client proxy statements, as well as the ability to override any ISS vote recommendation that Dana believes to be in the best interests of client shareholders.

ISS conducts in-depth research and makes proxy voting recommendations based on its independent, objective analysis of the economic interests of shareholders according to the ISS Guidelines. In addition, Dana may conduct its own independent proxy voting research which Dana may also rely upon in order to override an ISS vote recommendation. Occasionally, Dana might receive specific proxy voting instructions from one or more client shareholders to vote their particular shares in a certain manner. In cases such as this, it is possible that Dana may vote client proxy statements in more than one way, on the exact same issue, for different clients. Upon request, clients may obtain additional information regarding client-specific proxy votes and/or a written copy of Dana's Proxy Voting Policy and Disclosure.

In order to more closely align shareholder voting efforts with ongoing ESG engagement activities, Dana will regularly analyze and assess a company's efforts related to environmental, social and governance issues that Dana deems to be material to each company's long-term financial performance. This analysis begins with the notion that all companies are expected to comply with applicable laws and regulations with respect to a myriad of ESG standards, rules and regulations. Shareholder proposals related to ESG issues are then evaluated on a case-by-case basis where the spirit of the proposal is considered alongside the content of the proposal. At times, this may result in Dana supporting shareholder proposals that continue to address material ESG issues even when management might already have been responsive to Dana's prior engagement efforts.

Due to the unique nature of Class Action settlement proceedings and their respective claims procedures, clients and not Dana shall retain the sole authority to act upon any Class Action settlement or claims procedure brought on behalf of shareholders of a security that clients either currently own or had previously owned during the applicable Class Action time period in question. Clients wishing to utilize the services of a third-party securities class action litigation monitoring and claims filing firm are able to retain the services of Chicago Clearing Corporation ("CCC") by notifying Dana of their desire to have CCC monitor and file class action claims on the client's behalf. Presently, the contingent fees charged by CCC are based on a percentage of the actual claim awards received by the client and are charged separately from Dana's investment management fees. Dana is not affiliated with CCC in any way and does not receive referrals or any other form of compensation from CCC.

**Item 18      Financial Information**

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Not Applicable.



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**Item 1      Cover Page**

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**DANA** | Investment  
Advisors

**Dana Investment Advisors, Inc.**  
20700 Swenson Drive, Suite 400  
Waukesha, WI 53186  
262-782-3631  
[www.danainvestment.com](http://www.danainvestment.com)

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**Supervised Persons:**

Mikhail I. Alkhazov  
Greg A. Dahlman  
Michael R. Honkamp  
Steven A. Jaeger  
Jay B. Kaun  
Brian V. Lehky  
Robert G. Leuty  
Sean A. McLeod  
Mark R. Mirsberger  
Ann E. Roberts  
Duane R. Roberts  
Noaman A.Q. Sharief  
Matthew R. Slowinski  
David M. Stamm  
Michael C. Stewart  
J. Joseph Veranth  
David B. Weinstein

This brochure supplement provides information about the above supervised persons that supplements the Dana Investment Advisors, Inc. brochure. You should have received a copy of that brochure. Please contact Lori Salyers, Assistant Vice President of Administration & Compliance at [loris@danainvestment.com](mailto:loris@danainvestment.com) if you did not receive Dana Investment Advisors, Inc.'s brochure or if you have any questions about the contents of this supplement.

Additional information about the above supervised persons is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).

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**Item 2            Educational Background and Business Experience**

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Dana Investment Advisors, Inc. (“Dana”) requires its officers and investment professionals to have obtained at least a college-level degree. While not required, Dana supports and encourages such employees to pursue advanced degrees and professional designations. Dana values the significance of a well-rounded person and also considers one’s business and educational background, with prior investment-related experience and past positions held being of primary importance. Listed below are the biographies of Dana’s investment professionals.

**Mikhail I. Alkhazov, CFA - Vice President, Portfolio Manager and Analyst**

Mike, born 1980, joined Dana Investment Advisors in October of 2018 and is currently a Vice President, Portfolio Manager and Analyst. Prior to joining Dana, he was a Vice President and Portfolio Manager with Ziegler Capital Management from March 2004 through September 2018. He graduated from the University of Wisconsin-Milwaukee with a BBA in Finance and Accounting in 2002. Mike earned his MBA from the University of Chicago School of Business with concentrations in Economics and Analytical Finance in 2012. He has been on the buy-side since 2002 and, most recently, managed over \$1.2 billion in two Large-Capitalization strategies. Mike is a CFA® charterholder, member of the CFA Institute and the CFA Society of Chicago.

**Greg A. Dahlman, CFA - Senior Vice President and Portfolio Manager**

Greg, born 1963, joined Dana Investment Advisors in March 2006 and is currently a Senior Vice President and Portfolio Manager. Greg graduated magna cum laude from the University of Wisconsin-Whitewater with a BBA in Finance and Economics in 1985. Greg has been managing equity portfolios since 1990 and is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.

**Michael R. Honkamp, CFA - Senior Vice President and Portfolio Manager**

Mike, born 1969, joined Dana Investment Advisors in June 1999 and is currently a Senior Vice President and Portfolio Manager. Mike graduated from Santa Clara University with a BS in Economics in 1991 and earned an MBA from the Thunderbird School of Global Management in 1993. Mike has been in the investment industry since 1999 and managing equity portfolios since 2003. He is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.

**Steven A. Jaeger - Wealth Management Advisor**

Steve, born 1964, joined Dana Investment Advisors in February 2021 and is currently working as a Wealth Management Advisor. Prior to joining Dana, he worked at M Barrington Corp for 30 years as a Financial Advisor. He graduated from the University of Wisconsin-Milwaukee in 1986 with a BBA in Finance and Management Information Systems. Steve holds the designations of CFP®, CLU, and ChFC.

**Jay B. Kaun, CPA – Senior Vice President**

Jay, born 1960, joined Dana Investment Advisors in July 2015 and is currently a Senior Vice President. Prior to joining Dana, he was an EVP with U.S. Fiduciary Services from March 2003 through January 2015. Jay graduated from Marquette University with a BS in 1982 and went on to earn a MS and MBA from Marquette in 1983 and 1998. He is responsible for client servicing and marketing and is a Certified Public Accountant. He also serves as a Becker/DeVry instructor for both the CPA and CFA examinations, is a member of the Wisconsin Institute of Certified Public Accountants, and the American Institute of Certified Public Accountants, and has served on the boards of several Milwaukee area charities, including the

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American Liver Foundation, Marquette University's Blue-Gold Fund, and the Major League Baseball Alumni Association.

**Brian V. Lehky - Senior Vice President and Portfolio Manager**

Brian, born 1977, joined Dana Investment Advisors in June 2008 and is currently a Senior Vice President and Portfolio Manager. Brian graduated from Marquette University with a BS in Finance in 1999. Brian has been in the investment industry since 2006, with credit analysis experience with a focus on municipal credits. Prior to joining Dana, he worked for Stifel, Nicolaus & Company as a Vice President in their Fixed Income Group.

**Robert G. Leuty, CFA – Director of Fixed Income and Portfolio Manager**

Rob, born 1966, joined Dana Investment Advisors in October 2002 and is currently the Director of Fixed Income and a Portfolio Manager. Rob graduated from the University of Wisconsin–Madison with a BBA in Accounting in 1988. He earned an MBA in Finance from the University of St. Thomas in 1994. Rob is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.

**Sean A. McLeod, CFA - Vice President, Portfolio Manager and Analyst**

Sean, born 1971, joined Dana Investment Advisors in October 2016 and is currently a Vice President, Portfolio Manager and Analyst. Prior to joining Dana, he was a Senior Equity Analyst and Portfolio Manager with Northwestern Mutual from September 2011 through July 2016. Sean graduated from the University of Wisconsin-Madison with a BA in Finance, Investments, and Banking in 1994 and earned an MS in Finance, Investments, and Banking in 1996. Sean has held numerous positions including Equity Analyst, Portfolio Manager, and Director of Equities since entering the industry in 1996. Sean is a CFA® charterholder and a member of the CFA Institute.

**Mark R. Mirsberger, CPA - Chief Executive Officer**

Mark, born 1962, joined Dana Investment Advisors in December 1991 as a Vice President, becoming Chief Operating Officer in 1999 and Chief Executive Officer in 2003. Mark graduated from the University of Wisconsin-Madison with a BBA in Accounting in 1985 and earned an MBA in Finance in 1986. Mark is a Certified Public Accountant and is an active member of the AICPA, WICPA, and FPA. Mark has worked on several bank boards, and is an active board member of the YMCA of Greater Waukesha County and active committee member at Catholic Memorial High School and St. Williams Parish.

**Ann E. Roberts - ESG Analyst**

Ann, born 1960, joined Dana Investment Advisors in May 2015 as an ESG Analyst, having performed ESG research for Dana on a project basis since 2005. Ann graduated from Saint Mary's College (Notre Dame, Indiana) in 1982 with a BA in English. In 2005 she completed a Master of Library Science from Texas Woman's University. She serves on the board of Seventh Generation Interfaith, a Midwestern coalition of faith- and values-driven institutional investors that engages with companies in an effort to promote corporate social responsibility. Ann is also a member of Social Venture Partners (SVP) Dallas, part of the global SVP network of philanthropists, entrepreneurs, and investors dedicated to supporting social enterprises and nonprofit organizations to increase their collective impact.

**Duane R. Roberts, CFA - Director of Equities and Portfolio Manager**

Duane, born 1958, joined Dana Investment Advisors in June 1999 and is currently Director of Equities and an equity Portfolio Manager. Duane graduated from Rice University with a BS in Electrical Engineering and Mathematics in 1980. He earned an MS in Statistics from Stanford University in 1981 and an MBA in Finance from Southern Methodist University in 1999. Duane is a CFA® charterholder and a member of the



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CFA Institute and the CFA Society of Dallas-Fort Worth. He is a member of Social Venture Partners Dallas and serves on the investment committees for the Roman Catholic Diocese of Dallas and Cistercian Abbey and Preparatory School.

**Noaman A.Q. Sharief - Senior Vice President and Portfolio Manager**

Noaman, born 1974, joined Dana Investment Advisors in June 2008 and is currently a Senior Vice President and Portfolio Manager. Noaman graduated from the University of Illinois at Urbana-Champaign with a BS in 1999 and earned an MBA in Finance from the University of Wisconsin-Milwaukee (UWM) in 2009. Noaman has been in the investment industry since 2002. He currently teaches a graduate level fixed income securities course as an adjunct lecturer at UW-Milwaukee, as well as serves as a board member on their Investment Management Certificate Program. He also serves as a member of the board of directors of Waukesha County Crimestoppers and is a member of the Board of Directors of the Elmbrook Rotary Club.

**Matthew R. Slowinski, CFA - Senior Vice President and Portfolio Manager**

Matt, born 1982, joined Dana Investment Advisors in March 2008 and is currently a Senior Vice President and Portfolio Manager. Matt graduated from the University of Wisconsin-Milwaukee with a BBA in Finance in 2003 and earned an MBA from The Pennsylvania State University in 2009. Matt has been in the investment industry since 2003. Prior to joining Dana, he worked for Wells Fargo Funds Management Group and Wells Capital Management. Matt is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.

**David M. Stamm, CFA - Senior Vice President and Portfolio Manager**

Dave, born 1975, joined Dana Investment Advisors in August 2007 and is currently a Senior Vice President and Portfolio Manager. Dave graduated from Valparaiso University with a BSBA in International Business in 1997. Dave has been in the investment industry since 1997 and managing equity portfolios since 2000. He is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.

**Michael C. Stewart, JD, CFA, CFP - Executive Vice President and Chief Compliance Officer**

Mike, born 1969, joined Dana Investment Advisors in May 1996 and is currently the Chief Compliance Officer. Mike received his BBA in General Business from the University of Wisconsin-Whitewater in 1992 with an emphasis in Finance and Business Law. He earned a JD from the Valparaiso University School of Law in 1996. Mike is a CFA® charterholder, Certified Financial Planner and holds the Certified Employee Benefit Specialist designation. He is a member of the CFA Institute, the CFA Society of Milwaukee, the State Bar of Wisconsin, and the Financial Planning Association.

**J. Joseph Veranth, CFA - Chief Investment Officer**

Joe, born 1962, joined Dana Investment Advisors in December 1994 and is currently the Chief Investment Officer and a Portfolio Manager. Joe graduated from Northwestern University with a BA in Humanities in 1984. He earned an MBA in Finance and International Business from the Stern School of Business at New York University in 1991. Joe is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.

**David B. Weinstein, JD – Senior Vice President, Portfolio Manager and Analyst**

David, born 1982, joined Dana Investment Advisors in May 2013 and is currently a Senior Vice President, Portfolio Manager and Analyst. David graduated from the University of Notre Dame with an Honors Program degree in Political Science in 2005. He graduated cum laude from the University of Pittsburgh School of Law in 2008 and served as Managing Editor of the Law Review. David returned to Notre Dame and received his MBA in Investments in 2012, graduating magna cum laude.

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**Description of CFA Charter**

The Chartered Financial Analyst (CFA) charter is a globally respected, graduate-level investment credential established in 1962 and awarded by CFA Institute — the largest global association of investment professionals.

To earn the CFA charter, candidates must: 1) pass three sequential, six-hour examinations; 2) have at least four years of qualified professional investment experience; 3) join CFA Institute as members; and 4) commit to abide by, and annually reaffirm, their adherence to the CFA Institute Code of Ethics and Standards of Professional Conduct.

The CFA Institute Code of Ethics and Standards of Professional Conduct serve to actively promote and enforce highly ethical conduct. The CFA Program curriculum provides a comprehensive framework of knowledge for investment decision making and is firmly grounded in the knowledge and skills used every day in the investment profession. The three levels of the CFA Program test a proficiency with a wide range of fundamental and advanced investment topics, including ethical and professional standards, fixed income and equity analysis, alternative and derivative investments, economics, financial reporting standards, portfolio management, and wealth planning. To learn more about the CFA charter, visit [www.cfainstitute.org](http://www.cfainstitute.org).

**Item 3            Disciplinary Information**

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Dana's employees do not have any disciplinary events, and there have never been, nor are there any current, investigations against any members of the firm.

**Item 4            Other Business Activities**

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Dana's investment professionals are not involved in any other investment-related business or occupation.

**Item 5            Additional Compensation**

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Dana's investment professionals do not receive any additional compensation based on sales, referrals, or new accounts.

**Item 6            Supervision**

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Mark R. Mirsberger, Chief Executive Officer, 262-782-3631, is responsible for the supervision of all advisory activities performed by supervised persons.

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**Item 7            Requirements for State-Registered Advisers**

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Not Applicable.





# **Village of Bayside**

## **2021 GTLC Annual Report**

For participation in the Sustainability Component of the

Green Tier Legacy Communities Charter

Report last revised 01/28/2022

Village of Bayside, 9075 N Regent Rd, WI, 53217

Phone: 414-206-3915 | Website: [www.baysidewi.gov](http://www.baysidewi.gov)

## INTRODUCTION

The Village of Bayside takes pride in being a sustainable community and is continuously searching for ways to improve our sustainable practices. We have implemented sustainable practices in areas of transportation, energy efficiency, water and wastewater management, and community planning among other areas. The Village plans to continue implementing new and innovative ways to make Bayside an even more sustainable community to work and live.

In fact, the Village's vision, mission, and strategic values illustrate the commitment to sustainability as a core value.

- **Vision:** Dynamic balance of progressive ideas and traditional values that provides an inviting and premiere community for all.
- **Mission:** To be a leader in accountable and innovative public service, striving for the continual enhancement in the quality of the Village.
- **Strategic Values:**
  - *Fiscal Integrity:* Provide sound financial management and future financial stability.
  - *Community Collaboration:* Maintain equitable, diverse, and inclusive community partnerships.
  - *Connected Communication:* Provide proactive, reliable, and transparent communications.
  - *Service Excellence:* Provide solution-based innovative services.
  - *Sustainable Resilience:* Provide environmental stewardship and promote future resilience.

Within this report, we have outlined our efforts for 2021 and also highlighted metrics from our International City/County Management Association Certificate of Excellence in Performance Measurement Program.





# TRANSPORTATION

## **Commuter Bike Routes**

The Village continued efforts in 2021, to define commuter bike routes through the identification of bike routes on Port Washington Road, Lake Drive, and Brown Deer Road which are main thoroughfares between the North Shore and Downtown Milwaukee.

## **Road Maintenance Program**

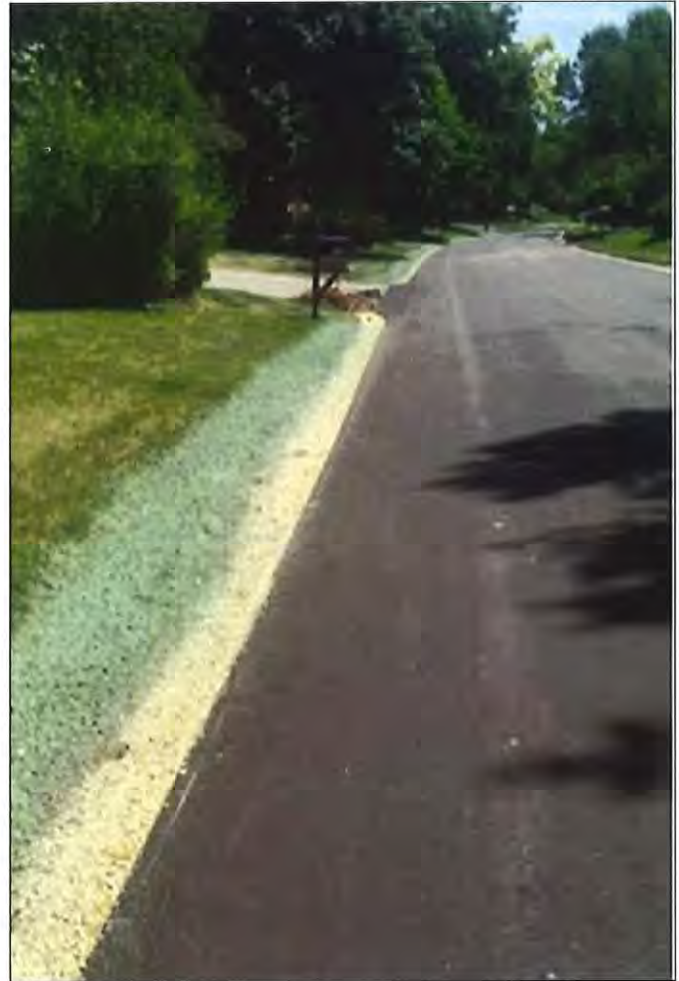
The Village also continues to fully fund a comprehensive road maintenance program for existing roads. For example, the Village completed a project including Fairy Chasm Road, Lake Drive, Manor Circle, and Bay Point Road in 2021.

## **Village Idling Policy**

The Village also continued efforts to ban idling for all vehicles in the Village for more than five minutes. Currently, all Department of Public Works and Police Department vehicles are banned from idling for more than five minutes.

## **Hybrid Vehicles**

The Bayside Police Department purchased their first hybrid vehicle for its fleet in 2021. The use of hybrid vehicles is expected to double the miles per gallon and reduce the Village's carbon emissions. Future fleet vehicle replacements will continue the transition to hybrid models. In 2021, the new hybrid vehicle averaged 8 more miles per gallon than gasoline powered vehicles in our fleet.





## **Electric Charger**

With the increase of electric vehicle usage, conversations regarding the installation of public charging stations within the Village have accelerated. The Village continues to seek funding opportunities to make the project economically feasible.

## **ENERGY**

### **Solar Array Installation**

In 2021, the Village installed solar arrays above the Department of Public Works facility. The solar arrays help off-set power used by the Villages municipal buildings. The installation of solar arrays is predicted to produce 137,728 kWh of renewable energy annually. Measuring began in 2021 upon installation and will continue to be evaluated to determine future opportunities for renewable energy. Between May 2021 and the end of the year, our solar panels produced 86.8 mWh and offset over 140,000 pounds of CO<sub>2</sub> emissions.



### **SolSmart Gold Designation**

The Village of Bayside achieved a gold designation in 2021 with SolSmart. SolSmart is a designation program that assists and recognizes communities that improve local solar market conditions by making it faster, easier and, more affordable to go solar in their jurisdiction. As a SolSmart designee, the Village is helping local homes and businesses to obtain affordable, clean, and reliable electricity through solar.



### **Solar Energy Systems**

This year the Village reviewed and recreated a section of municipal code that outlines solar requirements for placement in residential areas. Solar energy systems are now a permitted accessory use within all zoning districts in Bayside. The Village has also partnered with the Midwest Renewable Energy Association and their Grow Solar initiative to encourage residents to install solar arrays on their homes by providing them with a group purchasing opportunity in the greater Milwaukee area. As a result, the Village undertook rewriting our solar code to clarify and simplify our municipal code as it relates to solar photovoltaic systems.



### LED Street Light Conversion Project

The Village completed the conversion of all Village streetlights to LED lights in 2021, which has resulted in better energy efficiency.

	Unit	2015	2016	2017	2018	2019	2020	2021	2022 Projected
General Fund Utility Expenses	\$	53,134	54,517	50,271	42,827	50,764	40,314	40,000	45,000

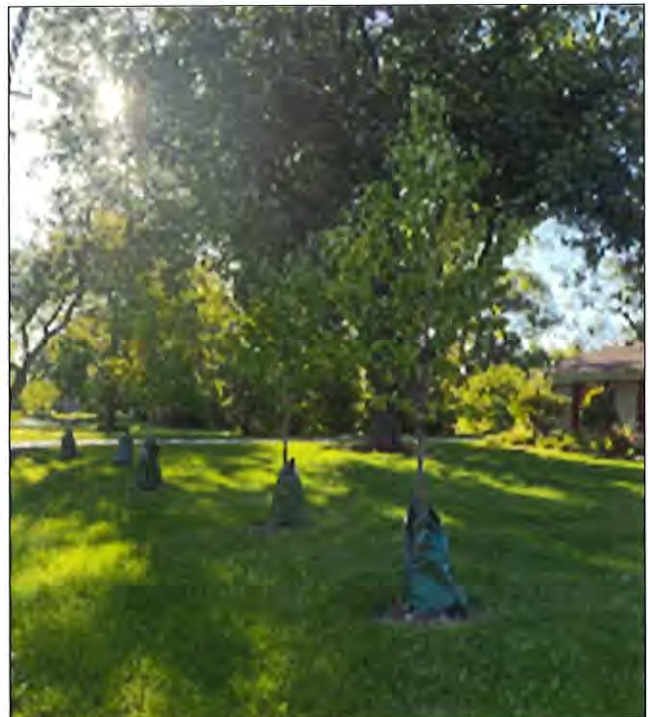
## LAND USE

### Adopt-A-Tree Program

The Village partners with its community for the Adopt-A-Tree program in which 154 trees were planted in 2021. This program provides tree options for planting that are in accordance with the Emerald Ash Borer Management Policy whereby there is a 5% maximum tree species threshold that promotes biological diversity.

### Emerald Ash Borer Plan

The Public Works Department continued implementing the Village's Emerald Ash Borer Management Program. A Village-wide inventory was performed of all Village trees to manage and monitor the effects of Emerald Ash Borer. The Village has roughly 100 ash trees left to remove.



### Comprehensive Plan Update

The Village is in process of updating the 2021 – 2040 to our Comprehensive Plan. Updates included new specific “Green” initiatives to enhance energy efficiency, promote environmental stewardship, and provide leadership in enhancing environmental friendliness.

## City USA Statuses

The Village continues to hold “Tree City USA” status by maintaining our trees in the public right-of-way and on managing common tree diseases that threaten urban forests. The Village also continues to hold the titles of “Bird City USA” and “Monarch City USA”. 2021 was our first year as a “Monarch City USA”, exemplifying the Village’s constant effort to work with organizations that strive toward environmental stewardship.

	Unit	2015	2016	2017	2018	2019	2020	2021	2022 Projected
<b>Trees Planted</b>	#	104	201	20	37	130	58	154	100
<b>Trees Removed</b>	#	88	14	83	78	107	240	196	200
<b>Tree Planting &amp; Maint.</b>	Hrs.	775	733	1,385	734	734	1,331	1541	1500

## WASTE

### Drug Drop Off Program

The Village continued its Drug Drop Off program where residents can drop off prescription drugs and other types of materials on a 24x7 basis. The Village collected nearly 492 pounds of such materials in 2021. This program has helped protect Lake Michigan from contamination, reduce substance abuse, and prevent childhood poisoning.



	Unit	2015	2016	2017	2018	2019	2020	2021	2022 Projected
<b>Rx Drugs Collected</b>	Lbs.	401	565	596	499	657	394	492	450



### **Disposal of Hazardous Waste**

The Village continues to participate in a program that permits the proper disposal of household hazardous waste. This past year over 1,000 pounds of hazardous waste was collected and properly disposed of. This program helps to protect hazardous waste from contaminating water systems.

### **Chip Grinding**

The Village chips over 300 tons of resident collected yard waste annually. The chipped product is available for residential and municipal use. In 2021, the DPW delivered over 400 yards of mulch to residents in addition to the mulch residents picked up on their own.

### **Virtual Communication**

The Village is committed to reducing the amount of printed content we produce. Virtual communication platforms such as our weekly newsletter, updated website, and social media platforms have resulted in a reduction of paper consumption and more efficient communication. In 2021, the Village sent over 100,000 emails of the Buzz, the Village's weekly email newsletter, with an open rate over 55%.



### **Paperless Permits**

In 2021, a virtual system was created to allow for building permit applications to be submitted online to further the reduction of paper consumption. This virtual application system received 154 permits in the past year. Given the virtual permit option was only made available part way through 2021, we anticipate a growing number of permits submitted online as contractors become more comfortable with this digital option.

	Unit	2015	2016	2017	2018	2019	2020	2021	2022 Projected
Total Website Visits	#	39,137	42,312	39,832	47,236	46,256	49,330	60,581	55,000
Total Website Page Views	#	117,287	110,063	105,067	124,282	117,570	138,478	224,544	185,000
Average Pages per Visit	Avg.	3	2.6	2.64	2.63	2.9	3.41	3.75	3.56
Average Time on Site	Min.	3:06	2:28	2:46	2:28	2:27	2:27	1:57	2:00
Total Buzz Participants	#	2,492	2,277	2,175	2,048	2,095	2,190	2,036	2100
Total Buzz E-mails Sent	#	215,503	215,837	128,330	109,727	108,859	114,000	109,354	111,000
Bayside Buzz Open Rate	%	43.04	40.37	41.24	46.39	58	61	58	58
Paperless Permits	#	-	-	-	-	-	-	154	300

## WATER

### Stormwater Management Study

The Village began the process of updating our MS4 Stormwater Management Plan. Early stages of this study examined potential improvements to the east side sanitary sewer. Sewers on the east side of the Village were reviewed on their operation, flow patterns, and capacity to improve the sewers efficiency to handle large storm events and influx of private property inflow and infiltration. The Village is looking to develop stormwater infrastructure that handles the changing weather patterns and will continue to update our Stormwater Management Plan accordingly.

### Culvert Replacement

The Village has a ditch and culvert stormwater management system. Replacing failed culvert pipes is a critical step to ensuring an effective stormwater management system. Additionally, failed culverts will lead to the deterioration of the driveway above which will eventually result in an unsuitable driving condition. The implementation of the culvert replacement program has led to significantly more culverts being replaced in the past few years. Between 2010 and 2015, the Village averaged 14 culvert pipe replacements per year. This is a stark contrast to the average of 62 replacements between 2016 and 2019. Two stormwater management projects in 2021 were at Laramie Lane and Glenbrook Road to enhance ravine health.



## Salt Reduction Programs

In 2021, the Department of Public Works launched its first Salt Take Back program and successfully completed a trial for a salt brine program. The process of transitioning to liquid salt began this year, which would decrease salt usage by 33%. The Village's Public Works Department also became Saltwise certified at the beginning of this year.



## Sanitary Sewer Overflow Prevention

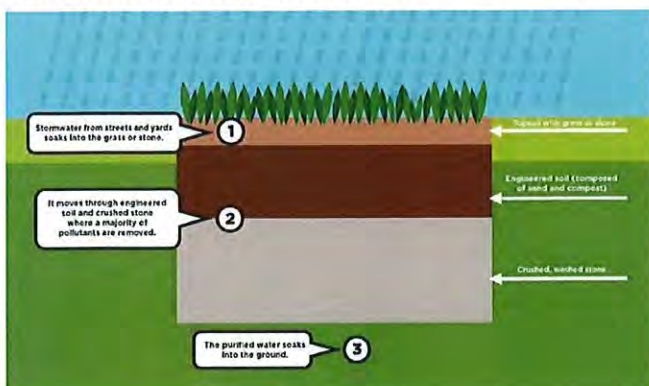
The Village continues to partner with the MMSD on the private property inflow and infiltration program. The Village undertook significant efforts to identify and line the leaky main lines within our sanitary sewer system to reduce inflow and infiltration. Approximately 9,000 linear feet of sanitary sewer mainline spot repairs were completed in 2021.

## Stormwater Rehabilitation Projects

The Village partnered with area residents on Glenbrook Road and Laramie Lane to complete storm sewer rehabilitation projects. Through public private partnerships like these, the Village hopes to empower residents to take greater responsibility and pride in stormwater management. When stormwater flows through infrastructure, rather than above ground due to failed infrastructure, erosion is decreased in ravines.

## Outdoor Classroom

The Village, in conjunction with the Fund for Lake Michigan and MMSD, also developed an outdoor classroom for the purposes of educating residence on the utilization and best practices for storm water management, such as ditches, rain gardens, bioswales, and bioretention facilities:





<https://storage.googleapis.com/proudcity/baysidewi/uploads/2020/07/King-Road-Classroom.pdf>

	Unit	2015	2016	2017	2018	2019	2020	2021	2022 Projected
Stormwater	Hrs.	973	1,811	1,703	1,146	1,751	1,207	1721	1,550
Rain Barrels Sold	#	15	1	1	0	0	0	0	10
Culverts Replaced	#	17	120	67	48	14	42	31	40

## HEALTHY COMMUNITY PLANNING

### Playground Equipment

The Village purchased new equipment for Ellsworth Park. The process of removing the old equipment and prepping the site has started. The installation of the new equipment is expected to be finished by early 2022.



### Ped 'n' Pedal Event

The Village also continues to participate and partner with our local school and our local Parent Teacher Organization to promote walking and biking to school. Each year, the Ped 'n' Pedal event takes place in fall as an opportunity for students to learn safe cross walking practices. This event aims to increase pedestrian and vehicular safety. The event was held on Wednesday, September 29<sup>th</sup>, 2021, at the crosswalk at Pelham Parkway and Brown Deer Road.



### **Pollinator Garden**

In 2021, the Village created its first pollinator and rain garden in Ellsworth Park. A workshop teaching about pollinator gardens occurred in the fall at the park.

### **Ongoing Employee Wellness Program**

The Village continues a wellness program for employees to encourage activity and wellness through such things as activities, education, and volunteering.

###





# Department of Public Works

## January 2022

### Highlights / Accomplishments

- Two holiday tree collections were completed.
- New shelves were constructed for the document storage room in Village Hall.
- The Department continues to investigate a salt brine project for the Village which includes a look into the application operation and production of salt brine.
- The new playground equipment was delivered and is being stored in the DPW facility until installation in spring.
- Loose leaves were loaded and hauled out of the spoil yard by a sub-contractor at no cost to the village.
- The department oversaw electrical work in the Village hall building, the DPW also completed building preparatory work for all departments for painting and carpet installation which is forthcoming.

#### GARBAGE TONS YTD



#### RECYCLING TONS YTD



#### DIVERSION RATE



#### YARD WASTE COLLECTION STOPS



#### YARDS OF YARD WASTE COLLECTED



#### RECYCLING DAY PARTICIPANTS



#### SEE CLICK FIX REQUESTS CLOSED



#### MULCH DELIVERIES



#### YARDS OF MULCH DELIVERED



#### SEWER MAIN CLEANED



#### CULVERTS REPLACED



#### TREES REMOVED



\*Metrics compared to 2021 YTD



VILLAGE OF BAYSIDE  
**MAILBOX REPLACEMENT  
PROGRAM**

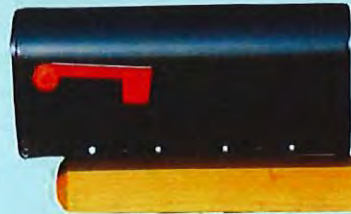
IS YOUR MAILBOX STRAIGHT, STABLE, AND STURDY?

DOES YOUR MAILBOX NEED TO BE REPLACED?

INSTALLED BY  
BAYSIDE PUBLIC WORKS

\$200

1 STANDARD BLACK BOX  
1 STANDARD WOOD POST



TO REQUEST A MAILBOX REPLACEMENT, VISIT ACCESS  
BAYSIDE AND FILL OUT A SERVICE REQUEST. PAYMENT  
CAN BE MADE ONLINE OR IN PERSON AT VILLAGE HALL.  
PAYMENT MUST BE MADE PRIOR TO INSTALLATION.

[WWW.BAYSIDEWI.GOV/SERVICES/#/CITY/REPORT](http://WWW.BAYSIDEWI.GOV/SERVICES/#/CITY/REPORT)

\*MAILBOXES INSTALLED BY USPS STANDARDS  
\*WARRANTY FOR 1 YEAR FROM DATE OF PURCHASE

