



Village of Bayside
9075 N Regent Road
Board of Trustees Meeting
November 17, 2022
Village Board Room, 6:00pm

SUPPLEMENTAL AGENDA NOTES

I. CALL TO ORDER AND ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. PUBLIC HEARING

- A. **Public Hearing on 2023 Proposed Annual Budget and establishing the 2022 Tax Incremental Financing District #1 Fund in accordance with Wisconsin Statute 65.90(3).**

IV. CITIZENS AND DELEGATIONS

V. CONSENT AGENDA

A. Approval of:

1. **Summary of Claims for October 13, 2022 through November 9, 2022 in the amount of \$880,186.10.**
2. **October 2022 Financial Statement.**

Included in the packet is the October 2022 Financial Statement. Revenues and expenditures are on track year-to-date. **Approval is recommended.**

3. **Board of Trustees meeting minutes, October 20, 2022.**
4. **October 2022 Community Impact Report.**

Included in the packet is the October 2022 Community Impact Report. Of significant note, total building permits year-to-date have exceeded the 5-year average. **Approval is recommended.**

5. **2023 Collection Guide.**

Included in the packet is the 2023 Collection Guide. The Guide outlines the collection schedule and rules for garbage, recycling, yard waste, and leaves as well as information regarding other specialized recycling. **Approval is recommended.**

6. **Engineering Design and Construction Inspection for DPW Green Swale.**

The agreement was approved by the Village Board at the September Board Meeting. The authorization included in the packet outlines the work that would be performed by Clark Dietz including the design, public bidding, and construction oversight of the Green Solutions project proposed for the ditch west of the Public Works building. The Grant through MMSD would cover the costs of this Agreement. **Approval is recommended.**

7. **State/Municipal Financial Agreement for a State-Let Highway Project: Village of Bayside, North Lake Drive, West Brown Deer Road.**

The State Department of Transportation is planning to resurface State Highway 32 from Mohawk Road to Dean Road. The DOT is planning this work to be completed between 2027 and 2032. While the DOT will cover the cost of the construction activities, there are some planning, engineering, and design costs the Village would incur between now and the beginning of construction. This Agreement authorizes the expenditure of funds over the course of the planning and design phase of the project. The agreement is standard and customary for a DOT project. **Approval is recommended.**

8. **2023 Village Financial Policies.**
9. **2023 Village goals, performance measure, and fiscal analysis.**
10. **2023-2043 Capital Improvement Program.**
11. **Resolution 22-23, a resolution amending Resolution 22-16 revising the fee schedule as referenced by the Village of Bayside Municipal Code.**

Items 8 and 10 were reviewed and recommended by the Public Works and Public Safety Committee, and the Finance and Administration Committee recommended items 8-11 at their respective meetings. **Approval is recommended.**

12. **Committee Appointments.**

VI. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Public Safety Committee

- a. **Discussion/action on Proclamation recognizing Bayside Police Lieutenant Cory Fuller and Bayside Police Officer Sarah Kadulski for Life Saving Efforts.**

On October 5, 2022, Bayside Police Lieutenant Cory Fuller and Bayside Police Officer Sarah Kadulski responded to a call for an elderly female in medical distress. Due to Lieutenant Fuller and Officer Kadulski recognizing the severity of the medical emergency, taking immediate action, and performing lifesaving efforts, the life of the elderly patient was saved. **Approval is recommended.**

- b. **Discussion/action on Proclamation recognizing retirement of Bayside Communications Center Telecommunicator, Mary Rauenbuehler, after 11 Years of Service to the Village.**

Mary Rauenbuehler started her employment with the Village of Bayside on June 1, 2011. Mary is honored by many residents in the North Shore, serving in Dispatch Centers in Whitefish Bay and Bayside for a total of 26 years. Mary will be retiring from service with the Village on November 30, 2022. We thank Mary for her service and wish her the best in her retirement. **Approval is recommended.**

- c. **Discussion/action on October 2022 Communications Center Report.**

Included in the packet is the October 2022 Communications Center Report. Of significant note, training hours have doubled the 5-year average. **Approval is recommended.**

- d. **Discussion/action on October 2022 Police Department Report.**

Included in the packet is the October 2022 Police Department Report. Of significant note, the Department is finalizing a background investigation for a potential new police officer. We hope to have the candidate start in late November. **Approval is recommended.**

2. Public Works Committee

- a. **Discussion/action on October 2022 Department of Public Works**

Report.

Included in the packet is the October 2022 Department of Public Works Report. Of significant note, the Department hosted Fall Clean Up Day and provided a site for MMSD to host a household hazardous waste drop off event. **Approval is recommended.**

b. **Discussion/acceptance of Recycling Excellence Award.**

The Village received the Recycling Excellence award for the Village's overall recycling program and efforts, specifically related to the Village Hall Recycling Center. **Acceptance is recommended.**

c. **Discussion/action on Waste Management Industrial Waste & Disposal Services Agreement.**

Included in the packet is a new agreement for garbage and recycling. The Village has been fortunate to be operating under the terms of a 2018 agreement, despite economic conditions, inflation, and changes in the market. The current agreement, which began in 2018, will expire at the end of the year. Competitive bids were sought. Waste Management was the low bidder. The cost per ton for garbage would increase from the current \$52.46 rate to \$58.00. Under the new contract for recycling, the cost per ton would increase from \$55 to \$95, and the Village would still receive an 80% rebate for recycling commodities. At the current time, we do not anticipate an additional expense for recycling, but rather a reduction in revenue. Both the increased cost for garbage and reduction in recycling revenue are accounted for in the 2023 budget. **Approval is recommended.**

d. **Discussion/update on 2022 Capital Projects.**

2022 Stormwater and Road Project: The project has been completed including asphalt, shoulder work, landscape restoration, and ditch restoration.

Sanitary Sewer Lining: Lining 10,000 feet of main line sanitary sewer is complete and the repair of approximately 60 manholes is in progress.

Tennyson Stormwater Management Infrastructure Project: Work has begun and is scheduled to be completed by late-November. As always, work is weather dependent.

East Bayside Sanitary Sewer Relief System: The Board of Trustees approved the design and construction services proposal at the June 23 Board of Trustees meeting. The scope of work includes extending the relief sewer to the intersection of Fairy Chasm Road and Tennyson drive to address persistent sewer capacity issues in the area.

Brown Deer Road Sanitary Sewer Infrastructure Study: The Board of Trustees approved the workplan at the June 23 Board of Trustees meeting. The workplan includes identifying sewer capacity restrictions and developing engineered solutions to address the restrictions in the 8-block area bound by Brown Deer Road, Krause Place, Iroquois Road, and Navajo Road. The scope of work includes creating a computer model of the sewers in the area.

Public Right-of-way Tree Removal: The contractor has 19 remaining trees for removal. The contractor has been contacted and will come back to complete the removal. Stump grinding will occur over the winter, weather permitting.

3. **North Shore Health Department**
4. **North Shore Fire Department**
5. **Finance and Administration Committee**

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

Included in the packet is the October 2022 Administrative Services Report. Of significant note, staff prepared for and held the November General Election. There was a 77.36% voter turnout. **Approval is recommended.**

b. **Discussion/action on Resolution 22-24, a resolution adopting the 2023 annual budget, establishing the 2022 tax levy, and establishing the 2022 Tax Increment Financing District #1 budget.**

The Fiscal Year 2023 Village budget combines the uncertainty of the current state of affairs in 2022 with vision, strategic planning, and fiscal prudence. Current economic uncertainty coupled with inflation and continued supply chain issues have presented significant challenges in the development of the 2023 Village budget.

Revenue limitations, particularly during periods of significant inflation, stress municipalities' ability to provide services. The Wisconsin Department of Revenue calculates the "total budget growth limit" within the State's Expenditure Restraint Program (ERP). Between September 1, 2021 and August 31, 2022, the State's Consumer Price Index was 7.7%. Coupled with the Village's net new construction of 0.43%, the Village's "total budget growth limit" is 8%. While ERP would allow for an 8% increase, the State Levy Limit Law limits the ability of the Village to increase property tax revenues by .43% for net new construction, plus a North Shore Fire Department and Debt Service exemption. While inflation has created a funding gap between need and ability of nearly \$248,000, the amount of State Shared Revenue and ERP monies allocated to the Village has been reduced by 4.8%.

Despite these competing challenges, the cost of operating the Village government in 2023 is .1% more than 2022. The continued implementation of the Village's 2018-2023 Long-Term Financial Planning allows the Village to maintain the same level of high quality of services in 2023.

The 2023 Village budget is compliant with the State's Levy Limits and Expenditure Restraint Program as well as incorporates the Village's five (5) 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.

In summary, the 2023 budget includes:

- Overall property tax levy is \$4,790,251, an increase of 2.68%, from 2022.
 - Since 2017,
 - Overall property tax levy has increased 6.83%.
 - Consumer Price Index has increased 18.8%.
 - Since 2012,
 - Overall property taxes have increased by 9.36%.
 - Consumer Price Index has increased by 26.47%.
- Utilizes statutory levy limit increases of:
 - Net new construction of \$19,886.
 - Reduction of Personal Property Aid of \$1,738.

- Joint Fire Department levy exemption of \$24,662.
 - Debt Service exemption of \$80,184.
- The 2.68% increase represents a commitment to maintain and enhance Village infrastructure, maintain quality services, and cover Village debt service.
- The tax (mill) rate for 2023 decreases by 11.1% from \$6.74/\$1,000 to \$5.99/\$1,000.
- Overall expenditure plan of \$12,182,750 is .1% more than the 2022 budgeted amount.
- Of each tax dollar collected, approximately 25 cents go to the Village. The remaining 75 cents is distributed accordingly to the other seven (7) taxing jurisdictions.
- The Village continues to diversify its revenue sources as 43.2% of revenue comes from property taxes.
- The sanitary sewer user fee is \$518 in 2023, a \$1.08/month increase from 2022.
- The storm water management utility fee is \$258 in 2023, a \$.0.42/month increase from 2022.
- The average home is assessed at \$450,960 in 2023. That average home pays property taxes of \$2,701.49 per year for Village-provided services. Monthly, that equates to \$225.12, compared to \$224.10 in 2022, a \$1.02 monthly increase from 2022.
- Overall, the 2023 budget includes:
 - Maintaining existing Village services and events,
 - Implementation of the 2018-2023 Village Long Term Financial Plan,
 - Replacing Stormwater Management electronic monitoring pump panel updates as well as a mini-excavator for stormwater management ditching,
 - Constructing the east-side sanitary sewer relief and overflow sewer system,
 - Resurfacing numerous streets as well as associated stormwater ditch maintenance and culvert replacement within the northwest quadrant of the Village,
 - Televising twenty percent (20%) of the Village's public sanitary sewer system to address inflow and infiltration.
 - Implementing grant funded technology and advanced warning systems for two crosswalks on Brown Deer Road at Regent Road and Pelham Parkway,
 - Addressing stormwater management priorities, including Village Hall retention facility and drainage infrastructure adjacent to the UP Railroad,
 - Replacing directional street signage within the Village,
 - Implementing grant funded additional green technologies,
 - Including expansion of Village IT related contractual services for the village of Shorewood and Village of Brown Deer,
 - Implementing Next Generation 911 Dispatch technology, virtual/remote 911 dispatching technology, and additional technological upgrades within BCC,
 - Addressing various facility maintenance issues,
 - Replacing vehicles and equipment for the Police and North Shore Fire Department.

- The largest service expenditure area is the Bayside Communications Center, which services the seven North Shore communities and North Shore Fire/Rescue. Expenditures are anticipated to be \$2,997,287. Approximately \$2.7 million of this budget is funded by the other contracted communities.

The item was reviewed and recommended by the Finance and Administration Committee at its November 9 meeting. **Approval is recommended.**

- c. **Discussion/action on Resolution 22-25, a resolution adopting the 2023 sanitary sewer enterprise budget and establishing the Residential and Commercial Sewer User Fee rates.**
- d. **Discussion/action on Resolution 22-26, a resolution adopting the 2023 stormwater revenue fund budget and establishing the Equivalent Runoff Unit rate.**

Items c and d were reviewed and recommended by the Public Works and Finance and Administration Committees. **Approval is recommended.**

6. Board of Zoning Appeals

7. Architectural Review Committee

- a. **Discussion/action on Ordinance 22-737, An Ordinance to Repeal and Recreate Section 104-125 of the Municipal Code with Regard to Fences.**

The included ordinance has been reviewed and recommended by the Architectural Review Committee. **Approval is recommended.**

8. Plan Commission

9. Library Board

- a. **Discussion/action on October 2022 North Shore Library Report.**

VII. VILLAGE PRESIDENT'S REPORT

VIII. VILLAGE MANAGER'S REPORT

IX. VILLAGE ATTORNEY'S REPORT

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

XI. MOTION TO ADJOURN 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.

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

- A. Action on items in closed session.

XIII. ADJOURNMENT